

A G E N D A

CITY COUNCIL MEETING

City of Junction City
680 Greenwood Street

Tuesday, December 13, 2016
6:30 p.m.

(*Estimated Time*)

1. Call to Order and Pledge of Allegiance
(*Mayor Cahill*)
2. Changes to the Agenda
(*Mayor Cahill*)
3. Consent Agenda **5 minutes**
(*Mayor Cahill*)
 - a. Approval of Bills – Month of November
 - b. Approval of Minutes – [November 8](#), 2016
4. Public Comment on Items not Listed on the Agenda **5 minutes**
(*Mayor Cahill*)
5. [Public Hearing – 1480 Ivy Street - Dangerous Building](#) **15 minutes**
(*Planner Cogburn*)
 - A. Public Hearing
 - B. [Resolution No. 1](#) – A Resolution Declaring the Structures Located at 1480 Ivy, Junction City, Oregon, to be Dangerous and Ordering Abatement Procedures.
6. [Public Hearing – Vacation of Unimproved Skinner Lane Right-of-Way](#) **5 minutes**
(*Planner Cogburn*)
7. [Audit Presentation](#) – Gary Iskra, Isler and Co. **10 minutes**
8. [Revolving Loan Fund Discussion](#) **10 minutes**
(*Administrator Knope*)
9. [Certified Election Results](#) **5 minutes**
(*Recorder Vodrup*)
10. [Budget Officer Appointment](#) **5 minutes**
(*Director Crocker*)

- | | |
|--|------------|
| 11. Budget Calendar FY 17/18 (<i>Director Crocker</i>) | 5 minutes |
| 12. Scheduling Council Ethics and Public Meetings Law Training (<i>Administrator Knope</i>) | 5 minutes |
| 13. Tri-County Chamber of Commerce Funding Request (<i>Director Crocker</i>) | 5 minutes |
| 14. Capital Expenditure Plans – City Hall, Community Services, Water, Sewer, Sanitation, and Streets (<i>Administrator Knope</i>) | 20 minutes |
| 15. Vacation Policy Discussion (<i>Administrator Knope</i>) | 5 minutes |
| 16. Budget Committee Appointments (<i>Director Crocker</i>) | 5 minutes |
| 17. Council Agenda Forecaster Review (<i>Administrator Knope</i>) | 5 minutes |
| 18. Staff Reports | 5 minutes |
| 19. Councilor Comments/Questions | 10 minutes |
| 20. Mayor’s Comments | 5 minutes |
| 21. Other Business | 5 minutes |
| 22. Adjournment | |

(Estimated End Time 8:45 p.m.)

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, November 8, 2016, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, Michael Cahill; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, and Steven Hitchcock; City Attorney, Ross Williamson; City Administrator, Jason Knope; Interim Police Chief, Bob Morris; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; City Planner, Jordan Cogburn; Community Services Director, Tom Boldon; and City Recorder, Kitty Vodrup.

1. Call to Order and Pledge of Allegiance

Mayor Cahill called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

2. Changes to the Agenda

Move two items to the December 13, 2016 Council meeting at 6:30 p.m.: Item 6 - Public Hearing for Dangerous Building at 1480 Ivy Street, as the property owner would like time to address before formal proceedings and Item 8 - Public Hearing for the Vacation of Unimproved Skinner Lane Right of Way, per the applicant, as they were waiting on an easement from the Department of Corrections.

3. Oath of Office – Police Officer David Holmes

Administrative Lieutenant Bob Morris introduced David Holmes and presented him with a book, *Emotion Survival for Law Enforcement: A Guide for Officers and Their Families*. Recorder Vodrup administered the Police Officer Oath of Office to Mr. Holmes.

4. Consent Agenda

MOTION: Councilor Hitchcock made a motion to approve the bills from October and the October 11, 2016 Council minutes. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

5. Public Comment on Items not Listed on the Agenda

None.

6. Public Hearing – Wiechert Annexation and Rezone (A-16-01 and RZ-16-02)

Mayor Cahill opened the public hearing and asked if there were any exparte contacts or conflicts of interest. There were none.

Staff Report

Planner Cogburn reviewed the proposal to annex and rezone 6.8 acres south of 10th Avenue and adjacent to Tamarack Street. The property was eligible for annexation, as it was within the City's Urban Growth Boundary and contiguous to City limits. It was designated as Medium Density on the City's Comprehensive Plan map and consisted of one legal tax lot. The proposal was to rezone the subject site to Duplex Residential Zoning, which reflects the parent zoning of Medium Density Residential.

Planner Cogburn presented the policies and criteria that had been met, including Junction City Municipal Code 17.145 Amendments; 17.165 Annexations; Junction City Comprehensive Plan policies Chapters 1 - Citizen Involvement, 2 - Environmental Element, 3 - Land Use, 4 - Economic Development, 6 - Transportation Element, 7 - Public Facilities, and 9 - Housing Element; and Statewide Planning Goals 1, 2, 6, 7, 9, 10, 11, 12, 13, and 14. Planner Cogburn distributed copies of updated Findings of Fact, Exhibit B to Ordinance No. 1, that added language under Statewide Planning Goal 12 Transportation – “The proposed Annexation and concurrent rezone pose no significant impacts to City's transportation system. Therefore, Goal 12 has been adequately addressed.” A public hearing was held before the Planning Commission and there were citizen comments on the recreational value of the parcel, as well as concerns regarding the type of use based on the Duplex Residential Zoning. The subdivision application had been received and indicated that all the homes would be Single Family Residential.

Applicant Testimony

Mr. Derrick Westover, 529 Collier Street, Springfield, stated that he worked for the applicant, Bruce Wiechert Custom Homes. They had built many homes in Junction City and were excited about this project. There would be around 30 lots in this development and they intended for all of them to be Single Family homes.

Proponent/Opponent Testimony

None.

Staff Comments

Planner Cogburn added that the City received one referral comment from Lane County, who recommended that the City annex a portion of 8th Street, which was directly adjacent to the southern end of this site. He added that staff did not recommend doing so, as there was no interest by the City in building out 8th Street.

Mayor Cahill asked if the County wanted that street to go east bound. Planner Cogburn responded that was correct and there was an unimproved right of way that existed there. Mayor Cahill noted for the record that the County wanted the City to build them a road.

Mr. Edwin S. Johnson, 785 Spruce Street, Junction City, stated that his property was next to the 8th Street right of way area and he wondered if he should be concerned that 8th Street would be built out. Planner Cogburn responded that the County had requested that the City annex that in as part of this proposal, but the City was not interested in doing that.

Mr. Johnson asked for confirmation that the street would not be built. Planner Cogburn responded that the City would not be building the street and there were no requirements for thru traffic in the potential subdivision as part of this annexation.

Mayor Cahill asked if that is what Mr. Westover understood as well. He responded yes.

Question from the Council

Councilor DiMarco asked if staff could foresee any scenario when the subdivision plan came through that 8th Street might be needed for a traffic outlet. Planner Cogburn responded that as submitted right now, the subdivision showed a stub street at the end of what would be considered Tamarack Street, and there was no sort of guidance in the City's Transportation System Plan (TSP) to develop 8th Street out within the 20 year planning horizon. Director Kaping added that the street could not go east, as there was a house there; therefore, it could not be stubbed all the way through.

Councilor DiMarco asked for confirmation that if more than one access was needed for the subdivision, it would probably include two onto 10th rather than one to 8th. Both Planner Cogburn and Director Kaping responded that was correct.

Mr. Johnson asked if it was pretty much a done deal that 8th Street would not be built out as a street or anything else like a bike path. Planner Cogburn responded that there were no plans in the City's TSP to show connectivity to Spruce Street and since there was not sufficient right of way, he did not see that being developed anytime in the near future. Planner Cogburn added that it were to show up in the County's plan, the County would provide sufficient public notice and the public would have an opportunity to speak on that as well.

Mayor Cahill shared that the current Council could not speak for future Councils and what might happen in 10 years could be completely different. But at this point, it sounded like there was probably not a need for that piece of property. Mr. Johnson expressed his thanks.

Ms. Cheryl Glasser, 770 Spruce Street, Junction City, stated that the intersecting 8th Street on the east side of Spruce was vacated by the County eight years ago.

Ms. Elaine Enearl, 1535 W. 10th Street, Junction City, asked when the development would begin. Mr. Westover responded that they could start sometime this summer. Planner Cogburn added that the subdivision approval process before the Planning Commission would take a couple months.

Mayor Cahill closed the Public Hearing.

Council Discussion

Councilor K. Leach stated that she was good, as long as the TSP was good. Councilor Hitchcock stated that he was happy to see growth. Mayor Cahill added that it would help the tax base.

B. Ordinance No. 1 – An Ordinance Approving the Annexation and Rezone of Tax Lot 1800 of Lane County Assessor’s Map 15-04-31-42.

Planner Cogburn read Ordinance No. 1 in full.

MOTION: Councilor Nelson made a motion to read Ordinance No. 1 by title only. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

Planner Cogburn read Ordinance No. 1 by title only.

MOTION: Councilor Nelson made a motion to adopt Ordinance No. 1. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

7. Interim Police Chief Contract/Oath of Office – Mr. Robert Morris

Administrator Knope reviewed the request for authorization to execute the agreement for Interim Police Chief Services with Mr. Robert Morris and fill the interim vacancy until the recruitment process for the permanent Police Chief was completed. Former Interim Chief Ken Summers had to resign effective October 27, 2016, due to personal reasons.

Mayor Cahill and City Councilors expressed appreciation to Mr. Summers for his great service.

MOTION: Councilor DiMarco made a motion to authorize the City Administrator to sign the Interim Chief contract with Robert Morris. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

Recorder Vodrup administered the Interim Police Chief Oath of Office to Mr. Morris.

8. Police Department Capital Expenditure Plan Review

Administrator Knope reviewed the Police Department Capital Expenditure Plan (CEP) draft for Fiscal Year 2017/2018 through Fiscal Year 2026/2027, which identified future fund projections and building maintenance, equipment, vehicle, computer, and other projects needed by the department to maintain their current level of services. The identified annual need to fund projects in reserve funds was \$60,000. That was currently the transfer amount in the City’s budget and something that was workable within the Police Departments “bucket concept” budget. A policy was added that staff would need to have items submitted and approved by Committee and Council by December of each year to be added to the upcoming year’s CEP.

MOTION: Councilor Nelson made a motion to approve the Police Department Capital Expenditure Plan for the Fiscal Year 2017/18 through Fiscal Year 2026/27. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

9. Vista Dale Subcommittee Sewer Service Request

Director Kaping reviewed the request from the Vista Dale Subcommittee for the City to pay for the sewer main line, lateral, and System Development Charge Fees from 2003 and to charge property owners a one-time fee of \$2082.00 for their portion of the sewer project.

MOTION: Councilor Nelson made a motion to move forward with the improvements and direct staff to notify the property owners in the Vista Dale Subdivision. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

Mayor Cahill and Council Members thanked Councilor Nelson, Director Kaping, and the Committee members for their great work on getting this done.

Councilor Nelson responded that this would not have been possible without staff, the Committee, and Council and was a win/win for everyone. He thanked everyone for their hard work in getting the work accomplished in 5 months.

10. Council Vacancy Discussion

Mayor Cahill noted that a Council vacancy was created when beloved Councilor Herb Christensen passed away and there had been a question on whether to fill that vacancy through December for potential quorum issues.

The Council consensus was to leave the vacancy as is, since it was close to the end of the year. The newly elected Council members would be sworn in at the January 2017 meeting.

11. 2016 Light Parade Street Closure Request

Planner Cogburn presented the annual request for the 2016 Light Parade Street Closure on December 9, 2016.

MOTION: Councilor Hitchcock made a motion to approve the street closure request for the Annual Light Parade on Friday, December 9, 2016, as conditioned in Attachment B with the nonexclusive use of City streets for “no parking” from 5:30 p.m. to 9:00 p.m. and the nonexclusive use of City streets for street closure from 6:45 p.m. to 8:30 p.m. The use of city streets will apply to the route shown in Attachment A, contingent upon approval from the Oregon Department of Transportation. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

12. K-9 Vehicle Donation

Administrator Knope reviewed that at the last meeting, the Council had been in favor of donating a surplus K-9 Police Vehicle to the City of Amity. It was noted that the City did not currently have plans to restart the K-9 program in the near future.

MOTION: Councilor Nelson made a motion to approve the proposed donation of the K-9 vehicle to the City of Amity, based upon findings presented which show that this donation will substantially promote the public interest in a way a competitive process would not, and will result in cost savings to the City. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

13. Planning Commission Appointments

Planner Cogburn shared that five Planning Commission terms had expired for three regular positions and two alternates and all five Commissioners had reapplied.

Mayor Cahill appointed Alicia Beymer and Patricia Phelan to the alternate positions and Stuart Holderby, Ken Wells, and Jason Thiesfeld to the regular member positions. All terms through October 31, 2016.

MOTION: Councilor DiMarco made a motion to approve the Mayor's appointments. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

Councilor DiMarco left the meeting at 7:33 p.m.

14. Council Agenda Forecaster

Administrator Knope presented the forecaster. The Council consensus was to add the Revolving Loan Fund discussion to the December 13, 2016 Council regular meeting.

15. Staff Reports

Director Boldon invited everyone to Movie Night at the Community Center on Thursday and to participate in this year's Sharing Tree. He thanked the Council for all the work and time they put in to care for the community and staff.

Planner Cogburn reported that Dan Alley with the Function 4 Junction had followed up with staff on if the Council would be in favor of adding an additional cruise night for the Function 4 Junction, as Mr. Alley needed to submit a request to ODOT (Oregon Department of Transportation).

Mayor Cahill noted that he was supportive of the Function 4 Junction, but events like that created a lot of work for the Police and Fire Departments and also added a higher danger to the public. He added that input from both departments would be important.

The Council consensus was to have Administrator Knope and Planner Cogburn work with the Police and Fire Departments to see if there were concerns and to bring back to the Council at the January Work Session.

Planner Cogburn continued that the Transportation System Plan was scheduled to go before the Lane County Planning Commission for co-adoption on January 3 and January 17, 2017.

Director Crocker reported that the City Auditor dropped off the final copies of the completed audit today and would be making presentations to the Finance and Judiciary Committee and Council in December.

Councilor K. Leach thanked Director Crocker for the Court report, which had been included in the Council packet.

Director Kaping reported that Public Works staff was cleaning alleys and prepping the new garbage truck for painting. It was hoped to have the truck in service within a couple of weeks. Leaf pickup was underway, and the biannual Clean Sweep would be held on November 19th at the Public Works shop. He thanked Councilor Nelson and the Vista Dale Subcommittee for the amount of work they accomplished in a short amount of time. He added that the Vista Dale project had been around for a long time and staff was pleased to see it coming to an end.

Interim Chief Morris reported that the Police Department was working on many projects as well as following up on complaints on vehicles not stopping at intersections and on trailers being abandoned throughout town. He thanked the Council and shared that he was excited to be working for the City.

16. Councilor Comments/Questions

Councilor K. Leach thanked staff for doing an awesome job.

Councilor J. Leach noted that things were going really well and he thanked staff for their work. He welcomed Interim Chief Morris.

Councilor Nelson thanked everyone for their comments on Vista Dale and noted that there was a problem at 17th/18th and Ivy with vehicles not stopping or pulling over when Fire Trucks were entering onto Ivy Street. Chief Morris responded that the department would follow up on that.

Councilor Hitchcock congratulated Chief Morris on being appointed as Interim.

17. Mayor's Comments

Mayor Cahill wished everyone well on their elections and thanked Councilor Nelson for doing a good job of leading the last Council meeting while the Mayor was out of town on a family emergency. Mayor Cahill added that he was invited to speak at Guaranty's 50th Anniversary celebration and he shared a story that he had told at the event.

18. Other Business

Mr. Jack Sumner thanked Councilor Nelson for his good work and asked if the interim Police Lieutenant position would be filled. Administrator Knope responded no.

Ms. Linda Van Orden, 1225 W. 10th, Junction City, shared that there had been a Chevrolet dealer in Junction City for 90 years. Charles R. Nelson opened a dealership at 6th and Ivy in the new Speer building in April of 1926. Other owners after that included C. L. Wooden, Paul Mauvais, and Morris Nicks. Mr. Nicks sold the business to Mr. Nill in 1966.

Councilor Leach stated that in anticipation of discussing the Revolving Loan Fund (RLF) at the next Council meeting, he wanted the Council to think about using some of the RLF funds for City projects, such as taking care of the pool, building modular units where the Q-Hut is for a new City Hall, expanding the Police Department into the current City Hall, and building a 20' x 20' room for planning at Public Works.

19. Adjournment

As there was no further business, the meeting was adjourned at 7:58 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Michael J. Cahill, Mayor

JUNCTION CITY COUNCIL

AGENDA ITEM SUMMARY



Public Hearing - 1480 Ivy Street - Dangerous Building

Meeting Date: December 13, 2016
Department: Planning
www.junctioncityoregon.gov

Agenda Item Number: 5
Staff Contact: Jordan Cogburn
Contact Telephone Number: 541-998-4763

ISSUE STATEMENT

The City of Junction City received a citizen complaint on September 1, 2016 regarding the burned structures at 1480 Ivy Street. Before the Council is a draft Resolution, declaring the buildings at 1480 Ivy Street dangerous, for review and consideration.

BACKGROUND

Staff has received numerous complaints regarding the structures at 1480 Street. The building has not been occupied for a number of years and was subject to a major fire earlier this year. The fire investigation has been completed and now the building sits vacant.

Staff notified the Building Official of the complaint on September 26. The Building Inspector provided photos and documentation substantiating the formal claim submitted on September 1st. Clair Company provided documentation is included in this AIS as Attachment A.

As required by JCMC Chapter 15.20 - Dangerous Buildings, whenever the mayor, building official, chief of police, city attorney, street commissioner, fire chief, or any councilperson shall find or be of the opinion that there is a dangerous building in the city of Junction City, it shall be the duty of such person to report the same to the council.

Thereupon the council shall within a reasonable time fix a time and place for a public hearing regarding the matter.

At the standing October 11, 2016 City Council meeting the Council initiated and scheduled a Public Hearing regarding the dangerous building.

On October 31, 2106, Staff spoke with the responsible party and sent a letter requesting confirmation of the conversation and the property owner's stated willingness to actively seek compliance.

A Public Hearing was scheduled for November 8, 2016. However, after correspondence with the responsible party, the Public Hearing was postponed to the standing December 13, 2016 meeting to provide an opportunity for the property owner to comply with the Oregon State Residential Structural Code and Junction City Municipal Code prior to formal proceedings.

A deadline was set for November 10, 2016 to acknowledge the requirements and to provide a tentative timeline for compliance. No written correspondence has been received by the responsible party as of the date of this AIS.

RELATED CITY POLICIES

JCMC 15.15.150 - Substandard Buildings

JCMC 15.20 - Dangerous Buildings

LEGAL REVIEW

This item was reviewed as part of the packet.

CITY ADMINISTRATOR'S COMMENT

The City Administrator requests that the Council follow process for review of the information as presented.

POSSIBLE ACTIONS BY THE CITY COUNCIL

In considering the proposed right-of-way vacation, the City Council may take the following actions after the closing of the record:

1. Move to approve Resolution No. 1 declaring the structures at 1480 Ivy Street a Dangerous Building and ordering abatement procedures.
2. Move to not approve Resolution No. 1 declaring the structures at 1480 Ivy Street a Dangerous Building and ordering abatement procedures.
3. Move to refer Resolution No. 1 declaring the structures at 1480 Ivy Street a Dangerous Building to the Planning Commission for further review.
4. Do Nothing.

SUGGESTED MOTION

"I make a motion to adopt Resolution No. 1, declaring the structures located at 1480 Ivy Street, Junction City, Oregon, to be dangerous and ordering abatement procedures."

ATTACHMENTS

1. Evidence of Substandard/Dangerous Building (Submitted by Clair Co. September 28, 2016)
2. Public Comment received (September 1, 2016)

Resolution #1 – Declaring the structures located at 1480 Ivy, Junction City, Oregon, to be dangerous and ordering abatement procedures.

FOR MORE INFORMATION

Staff Contact: Jordan Cogburn

Telephone: 541-998-4763

Staff E-Mail: jcplanning@ci.junction-city.or.us



525 NW Second Street, Corvallis, Oregon 97330
tf 800.383.8855 ph 541.758.1302 fx 541.753.2264
www.claircompany.com

Permit Holder: _____ Project # 1140-000
 Address: 1480 S Cluy Street Permit # N/A
 Date of Inspection: 9/28/16 Contact: Tere Phone: 541-998-2153
 Mon. Tues. Wed. Thurs. Fri. SFD/COM Jurisdiction JL
 _____ PASS - Proceed with work.
 _____ **CONDITIONAL APPROVAL** - Complete corrections and proceed with work.
 _____ FAIL - Complete corrections and call for reinspection @ (541) 758-1302. DO NOT COVER.

INSPECTION RESULTS: The following conditions are to be corrected and subject to re-inspection unless conditionally approved:

Investigated condition of burned out building at City's request. Building does is an attractive nuisance, and is dangerous for any one to enter.

See pictures attached

David Willard
Inspector: David Willard

| STRUCTURAL | MECHANICAL | ELECTRICAL | MISCELLANEOUS |
|--|--|---|--|
| <input type="checkbox"/> Footing / Found / UFER <input type="checkbox"/> Reinforcing Steel / Tilt-Up <input type="checkbox"/> Damp proofing / Vapor B. <input type="checkbox"/> Underfloor / Post/Beam <input type="checkbox"/> Drain: Crawlspace / Footing <input type="checkbox"/> Slab: _____ <input type="checkbox"/> Structural Steel <input type="checkbox"/> Masonry: _____ <input type="checkbox"/> Framing <input type="checkbox"/> Roof / Wall Sheathing <input type="checkbox"/> Shearwalls <input type="checkbox"/> Fire Rated Wall <input type="checkbox"/> Insulation <input type="checkbox"/> Wallboard <input type="checkbox"/> Suspended Ceiling <input type="checkbox"/> Fire Caulking <input type="checkbox"/> Final Structural Other: _____ | <input type="checkbox"/> Underfloor Mechanical <input type="checkbox"/> Rough Mechanical <input type="checkbox"/> Gas Line / Pressure Test <input type="checkbox"/> Woodstove / Insert <input type="checkbox"/> Hood <input type="checkbox"/> Final Mechanical Other: _____ PLUMBING <input type="checkbox"/> Underfloor / Slab <input type="checkbox"/> Rough-In / Top-Out <input type="checkbox"/> Sewer <input type="checkbox"/> Rain Drain / Storm Drain <input type="checkbox"/> Water Service <input type="checkbox"/> Backflow Device: _____ <input type="checkbox"/> Final Plumbing Other: _____ | <input type="checkbox"/> Temporary Service <input type="checkbox"/> Service <input type="checkbox"/> Rough In / Cover <input type="checkbox"/> Mfd. Dwelling Service <input type="checkbox"/> Mfd. Dwelling Feeder <input type="checkbox"/> Low Voltage / Lim. Energy <input type="checkbox"/> Final Electrical Other: _____ MANUFACTURED DWELLING <input type="checkbox"/> Site Prep / Setback <input type="checkbox"/> Foundation Support System <input type="checkbox"/> Setup <input type="checkbox"/> Steps/Landing <input type="checkbox"/> Sewer - Service / Connect <input type="checkbox"/> Water - Service / Connect <input type="checkbox"/> Rain / Storm Drains <input type="checkbox"/> Final Manufactured Home Other: _____ | <input type="checkbox"/> Erosion / Sediment Control <input type="checkbox"/> Excavation / Grading / Fill <input type="checkbox"/> Driveway / Approach / Culvert <input type="checkbox"/> Sidewalk / ADA Ramps <input type="checkbox"/> Pre-Paving / Final Approach <input type="checkbox"/> Sign / Sign Footing <input type="checkbox"/> Exterior Lighting <input type="checkbox"/> Fire Service / FDC <input type="checkbox"/> Fire Sprinklers <input type="checkbox"/> Fire Alarm <input type="checkbox"/> Final Occupancy <input type="checkbox"/> Violation: _____ Other: _____ INSPECTORS USE <input type="checkbox"/> C of C: _____ TEMP / FINAL <input type="checkbox"/> Change Date: _____ <input type="checkbox"/> Close Case: _____ |

| | | |
|---|--|---|
| Date Received: _____ Time Received: _____ Taken By: _____ OFFICE USE | <input type="checkbox"/> License Verified <input type="checkbox"/> License Violation Name & Number: _____ _____ | <p align="center">NOTICE: ELECTRICAL & PLUMBING CORRECTIONS</p> <p align="center">Corrections are required to be completed within 20 calendar days unless other arrangements are made with the inspector. OAR 918-271-0030 & OAR 918-785-0230 <input type="checkbox"/> ELE / PLM Contractor Notified</p> |
|---|--|---|





2016-96

City of Junction City Comment Form

Comment Form

Date: 9.1.16

Compliment

Comment/Concern

Question

If you are commenting on a code violation, please select the activity that best describes your concern:

Animals

Tall grass/weeds

Zoning Uses

Vehicles

Trees/brush

Signs

Noise

Fences

Residential Building

Parking

Sidewalks

Commercial Building

Streets/Ailey

Parks

Other

Address/Location of Alleged Violation (required): 1480 IVY STREET

Property Owner or Occupant Name of Above Address/Location: _____

Due to limited resources, not all comments or complaints will be investigated. This is a public document and may be subject to disclosure.

Comment

Please provide comments below. Use back side of paper, if needed.

When is something going to be done about removing the eyesore @ 1480 Ivy, especially now that it has been destroyed by fire? Does the City have code language that prohibits and addresses a building in disrepair?

Please tell us whether you want to be contacted for follow-up and if you would like to remain anonymous. If you choose to file anonymously, any contact information you provide will be kept confidential.

Please contact me for follow-up

No follow-up needed

I wish to remain anonymous

Your Name: [Redacted] E-Mail: _____

Address: _____ Phone: [Redacted]

Comment Forms May be Submitted to the Office of the City Recorder at 680 Greenwood Street, Junction City or mailed to City of Junction City, Attn: City Recorder, PO Box 250, Junction City OR 97448.

Office Use Only

If staff filled out comment form, indicate with initials, if all blue text above was read to commenter: Yes No

Comment No: 2016-96

Date Received by City Recorder: 9.1.16

City Recorder mails acknowledgment letter _____

To: CA _____ PW _____ PD _____ Bldg/Ping. _____

Dept. Follow up and Citizen Contacted on: _____

Finance _____ Other _____

07-17-13

Em Jordan 9.1.16

Resolution No. 1

RESOLUTION NO. ____

A RESOLUTION DECLARING THE STRUCTURES LOCATED AT 1480 IVY, JUNCTION CITY, OREGON, TO BE DANGEROUS AND ORDERING ABATEMENT PROCEDURES.

WHEREAS, Section 15.20.010 of the Junction City Municipal Code (JCMC) defines a “dangerous building”; and

WHEREAS, the City of Junction City (City) has received complaints regarding the burned structures at 1480 Ivy Street (Property), and received a formal written citizen complaint on September 1, 2016; and

WHEREAS, the Property has not been occupied for a number of years, was subject to a major fire earlier this year, and the building now sits vacant; and

WHEREAS, at its meeting held on October 11th, 2016, the Council directed staff by motion to notice and hold a public hearing per JCMC 15.20.030 based upon the complaint, the staff report, and the City Building Inspector’s substantiating photographs and documentation; and

WHEREAS, on December 13, 2016, the City Council held a properly noticed public hearing regarding the Property, per JCMC 15.20.030; and

WHEREAS, the Council took testimony and evidence on this matter indicating the nuisance and dangerous character of said Property; now, therefore

THE CITY OF JUNCTION CITY DOES RESOLVE AS FOLLOWS:

SECTION 1: DECLARATION: The Council hereby determines that the buildings located on Property are dangerous buildings as defined by JCMC 15.20.010, based upon the testimony and evidence considered at the public hearing and the above findings of fact, which are incorporated herein by this reference.

SECTION 2: IMMEDIATE SAFETY: The Property shall be secured against unauthorized entry within one week from this order and shall remain unoccupied and secured until Property buildings are abated or demolished, pursuant to Section 3 of this Resolution. Should Property owner fail to secure and make Property safe in this matter and in the time provided, City shall secure the building as necessary to make said building safe.

SECTION 3: PROPERTY OWNER ABATEMENT: The Property owner shall abate Property within 30 days after the Property owner is provided notice of this order, as follows:

- A. Obtain a Demolition Permit from the City and demolish all property buildings and remove all remnants of the Property building, including but not limited to wood, concrete, glass, metal, junk, tires and noxious vegetation.
- B. Level and grade all Property basement, foundation areas, and/or irregular ground with clean compacted fill.
- C. Terminate all utility facilities in coordination with the relevant service providers.

SECTION 4: CITY ABATEMENT: In the event that Property owner fails to meet the abatement requirements set forth in Section 3 of this Resolution, City staff is hereby directed to undertake all needed actions and procure any contracts needed to abate Property’s dangerous buildings in the manner outlined in Section 3 of this Resolution.

Resolution No. 1

Should the City be required to abate Property, the City Recorder is directed to tally all associated City costs, including but not limited to costs incurred to secure the structures and contracts for abatement or the demolition of the buildings. Said amount shall then be presented to the Council in the form of an ordinance, for the Council to assess against the Property as a lien to be recorded in the City's lien docket.

SECTION 5: NOTICE: The City Recorder is hereby directed to notify the Property owner of the Council's findings and orders herein by providing a copy of this Resolution to the Property owner, building owner and tenant, if any, immediately upon its adoption.

Passed by Council this 13th day of December, 2016

Approved by the Mayor this 13th day of December, 2016

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Michael J. Cahill, Mayor

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Public Hearing: Vacation of Unimproved Skinner Lane Right-of-Way

Meeting Date: December 13, 2016
Department: Public Works
www.junctioncityoregon.gov

Agenda Item Number: 6
Staff Contact: Jordan Cogburn
Contact Telephone Number: 541-998-3125

ISSUE STATEMENT

Grain Millers Inc. has submitted a petition and supporting materials requesting vacation of a portion of Skinner Lane, east of the Portland and Western rain line.

BACKGROUND

In order to allow for efficient development of the Grain Miller owned property, Skinner Lane located north of Grain Millers property and east of Hwy 99 needs to be vacated.

Vacating Skinner Lane is governed by Oregon Revised Statute ORS 271.080. Whenever any person interested in any real property in an incorporated city in this state desires to vacate all or part of any street, avenue, boulevard, alley, plat, public square or other public place, such person may file a petition therefore setting forth a description of the ground proposed to be vacated, the purpose for which the ground is proposed to be used and the reason for such vacation.

This petition was initiated by Grain Millers Inc. and they have petitioned all adjacent property owners, as shown in the attached Exhibits.

On October 24, 2016, the City posted public notice of the proposed Comprehensive Plan Amendment at the following four sites within the Junction City limits: Junction City Community Center, Library, Post Office, and City Hall consistent with Chapter 17.145.030(A). Notice was posted at two locations near the vacation area consistent with ORS 271.110(1) & (2) on October 25, 2016.

Referrals for the Vacation were sent to all utilities and City departments for comments. The City received no comments objecting to the vacation request.

On November 7, 2016, Grain Millers Inc. submitted a formal request to postpone the hearing to a date certain as were seeking to finalize a shared access easement prior to the vacation. The Council agreed by consensus to postpone the hearing until the December 13, 2016 meeting.

On December 1, 2016, Grain Millers Inc. submitted an additional request to postpone the hearing as they have submitted an addendum to the original petition seeking to alter a Staff

recommended Condition of Approval. Staff has agreed to the change, which would allow for the recording of a Deed Restriction ensuring legal access to all land locked parcels currently owned by Grain Millers Inc. rather than recording a Replat for the subject site. The petitioner is seeking to draft the restrictive language and have a document review for review ahead of a Council decision on the vacation request.

COMMITTEE REVIEW

The Sewer and Street Committee reviewed the proposal on January 04, 2016, August 1, 2016, and September 5, 2016 and made the recommendation to Council to approve the vacation request.

RELATED POLICIES

ORS 271.080

LEGAL REVIEW

This item was reviewed as part of the packet.

CITY ADMINISTRATOR'S COMMENT

The City Administrator requests that the City Council follow process for review of the Ordinance as presented.

POSSIBLE ACTIONS BY THE CITY COUNCIL

In considering the proposed right-of-way vacation, the City Council may take the following actions after the closing of the record:

1. Move to approve the Vacation of the City owned portion of Skinner Lane as presented in the attached Ordinance.
2. Move to not approve the Vacation of the City owned portion of Skinner Lane as presented in the attached Ordinance.
3. Move to refer the Vacation of the City owned portion of Skinner Lane as presented in the attached Ordinance to the Planning Commission for further review.
4. Do Nothing.

SUGGESTED MOTION

CITY CHARTER

Section 34: Modes of Ordinance Enactment

1. *Except as subsection 2 of this section allows adopting at a single meeting, an ordinance shall be considered on two different days before being adopted by the council. The ordinance shall be fully and distinctly read at one open council meeting.*

2. *The council may adopt an ordinance at a single meeting by the express unanimous vote of the all council members present, provided the ordinance is distinctly read first in full and then by title.*

Two Options for Ordinance Adoption:

A. To be Considered at Two Different Meetings:

1. **Ordinance is read in full.** (No motion required to do this). At the next meeting, the Ordinance will be read by title only and considered.

B. To be Considered at One Meeting: *(Requires unanimous vote of the Council).*

1. **Ordinance is read in full.** (No motion required to do this)
2. **Councilor: “I make a motion to read Ordinance No. 2 by title only.”** Second is made and vote is taken. If approval given, go to #3.
3. **Ordinance is read by title only.**
4. **Councilor: “I make a motion to adopt Ordinance No. 2.”** Second is made and vote is taken.
 - a. If vote is unanimous, ordinance is adopted and will go into effect in 30 days.
 - b. If vote is not unanimous, no further action is needed and the ordinance will be considered for adoption at the next Council meeting.

ATTACHMENTS

None.

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Annual Financial Audit Presentation

Meeting Date: December 13, 2016
Department: Finance
www.junctioncityoregon.gov

Agenda Item Number: 7
Staff Contact: Mike Crocker
Contact Telephone Number: 541-998-2153

ISSUE STATEMENT

Isler CPAs has completed the external audit of the City's Annual Financial Report. The completed Annual Financial Report for FY15/16 including the Auditor's report is attached for your review.

After the year-end process is completed an outside accounting firm conducts an independent financial audit. The audit includes on-site field work and procedures during which accounting records and procedures used by the City are reviewed. The City currently uses Isler CPA from Eugene for this service. The final step in the audit process is to present the significant results and findings to Council. Gary Iskra, from Isler CPA, will be making the presentation of the audit results.

BACKGROUND

From the Secretary of State web site:

Oregon law requires local governments to have a financial statement audit performed each year, and file the resulting reports with our office. These audits are performed by independent Certified Public Accountants, and are subject to review.

Municipalities are required to annually submit audited financial statements to the Secretary of State under ORS 297.425.

From ORS297.425:

Annual audits required; contracts related to audits; compensation; expenses; subjects of audits. (1) Except as provided in ORS 297.435, the accounts and fiscal affairs of every municipal corporation shall be audited and reviewed at least once each calendar or fiscal year, and more often if considered advisable by the governing body or managing or executive officer of the municipal corporation.

COMMITTEE REVIEW AND/OR RECOMMENDATION

The Finance & Judiciary Committee at their December 1, 2016 meeting discussed the Audit results with Gary Iskra as part of the annual audit process.

RELATED CITY POLICIES

City of Junction City Fiscal Policy: “The Finance Department will issue an annual financial report and file the report with the Secretary of State. (Accounting, Auditing and Financial Reporting Policies, Adopted 2/26/13, Updated 8/26/14)

LEGAL REVIEW

Reviewed as a part of Council packet

CITY ADMINISTRATOR’S COMMENT

[The City Administrator will write a comment regarding this topic and/or provide a recommendation on Council options.]

COUNCIL OPTIONS

No action is required.

ATTACHMENTS

- A. Annual Financial Report FY15/16 and Auditor’s Report
- B. Auditor Communication to Council letter

FOR MORE INFORMATION

Staff Contact: Mike Crocker
Telephone: 541-998-2153
Staff E-Mail: MCrocker@ci.junction-city.or.us



December 8, 2016

City Council
City of Junction City
P.O. Box 250
Junction City, OR 97448



We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Junction City (the "City") for the year ended June 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit.

Professional standards require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in the notes to the financial statements. The City reports on the modified cash basis of accounting. The modified cash basis of accounting is based on the recording of cash and cash equivalents and changes therein, and only recognizes revenues, expenses, assets, and liabilities resulting from cash transactions, adjusted for modifications that have substantial support in generally accepted accounting principles.

The financial statements include extensive pension disclosures as a result of guidance from the GASB regarding pension plan participation. The note includes expanded description of the City's participation in PERS and the financial impact on the City. Refer to Note III. A (pages 21 – 27) for more information.

Outcome of our audit work with your management team -

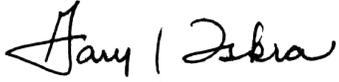
- We encountered no difficulties in dealing with management in performing and completing our audit.
- There were no disagreements with management regarding accounting, financial reporting, or auditing matters.
- There were no misstatements that we identified during our audit.
- We have requested certain written representations from management.
- We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.
- The financial statements include supplementary information reported on the modified cash basis of accounting, including the combining statements and individual budget to actual fund statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. This information is fairly stated in all material respects, in relation to the financial statements as a whole.
- The transmittal letter and trend information is also included in the financial statements, but we do not provide an opinion or any assurance on these items.

Restriction on Use

This information is intended solely for the use of City Council and management of the City of Junction City and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

ISLER CPA

A handwritten signature in black ink that reads "Gary Iskra". The signature is written in a cursive style with a large, stylized initial "G".

Gary Iskra, CPA
Member of the firm

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Revolving Loan Fund Discussion

Meeting Date: December 13, 2016
Department: Administration
www.junctioncityoregon.gov

Agenda Item Number: 8
Staff Contact: Jason Knope
Contact Telephone Number: 541-998-4761

ISSUE STATEMENT

This is a presentation of a request by a Councilor to discuss the Revolving Loan Fund.

BACKGROUND

At the November Council Meeting, the Council requested to have an item placed on the agenda to discuss some potential projects to be funded from the Revolving Loan Fund. Attached to this AIS is a description of the projects being suggested by Councilor Jim Leach.

In preparation for this topic, staff has discussed with the City Attorney about funding these projects from the Revolving Loan Fund. Depending on what the Council would like to do, the Attorney is prepared to discuss the legal requirements to do so.

COMMITTEE REVIEW AND/OR RECOMMENDATION

None

RELATED CITY POLICIES

None

LEGAL REVIEW

This item was reviewed as a part of the packet.

CITY ADMINISTRATOR'S COMMENT

To provide direction to staff as desired.

COUNCIL OPTIONS

The Council can, at its pleasure:
1. To provide direction to staff as desired.

ATTACHMENTS

A. Projects List Descriptions

FOR MORE INFORMATION

Staff Contact: Jason Knope
Telephone: 541-998-2153
Staff E-Mail: jknobe@ci.junction-city.or.us

Projects List Descriptions

Please note that these projects are in no particular order. Also, the dollar amounts shown are approximate.

1. **Community Center Door Replacement** - \$30,000

Currently on the north and south end of the Community Center there are six rollup doors. These doors leak when it rains and makes it more difficult and expensive to heat the Center. This project would remove and replace the doors with walls with windows.

In this year's budget, the City has funded enough to complete the south side doors portion of the project. This project would finish taking care of the doors on the north end.

2. **Police Evidence Room Move & Demo of the Q-Hut** - \$150,000

Currently, the Police Department houses all of their evidence storage in the Q-Hut located behind the Community Center. The Q-Hut has deteriorated to the point where it has become structurally unsound and is not cost effective to repair it.

This project would relocate the department's evidence storage to the northeast corner of the Public Works yard behind the digester. It would be housed in a new 2,400 square foot (approximate) new building. This would almost double their usable storage space and provide for growth in the future. Once the new building is complete, the project would remove the existing Q-Hut.

3. **Move Planning to Public Works** - \$50,000

As part of a reorganization, the Planning Department will move to Public Works. This project would create an approximate 400 square foot space for Planning in the Public Works office at 1171 Elm Street.

4. **City Hall Modular Building/Expand Police into City Hall** - \$300,000

Currently, City Hall and the Police Department are in need of additional space. This project would create a new 3,000+ square foot modular office space for City Hall in the location of where the Q-Hut is today. As a part of this project, the Court and Council Chambers would remain in their current locations. The rest of the City Hall building would be taken over by the Police Department.

5. **Pool Maintenance Backlog** - \$130,000

The Pool currently has a large backlog of deferred maintenance projects. This project combines all of the deferred maintenance into one project to be funded and completed. The individual projects are listed below.

a. **Heater Replacement** - \$30,000

This project is to replace the heater that is used to heat the pool water. It is the original heater to the pool.

b. **Shell Replacement** - \$32,000

This project is to replace the shell of the pool. It has surpassed its life expectancy and is now showing signs of failure.

c. **Mechanical Refurbishment** - \$20,000

This project is to replace the check valves, isolation valves, and auxiliary pumps in the mechanical room.

d. **Filter Replacement** - \$30,000

This project is to replace the sand filter used at the pool. As a part of this project, it will be replaced with a more efficient system that will help with long term maintenance costs.

e. **Diving Board Replacement** - \$3,000

This project will replace the diving board and stand at the pool. The existing stand has deteriorated to the point where it is unable to be repaired.

f. **Lifeguard Stand Replacement** - \$10,000

This project is to replace the two lifeguard stands. They have aged to the point where they are no longer able to be repaired.

g. **Starting Block & Platform Replacement** - \$12,000

This project is to replace the six starting blocks and platforms that are used by the swim teams. They have deteriorated to the point where they are no longer able to be repaired.

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Certified Election Results

Meeting Date: December 13, 2016
Department: Administration
www.junctioncityoregon.gov

Agenda Item Number: 9
Staff Contact: City Recorder Kitty Vodrup
Contact Telephone Number: 541-998-2153

ISSUE STATEMENT

The certified election results for the November 8, 2016 General Election have been received from Lane County Elections.

The results for Mayor and City Councilor are below, and elected officials will be sworn in at the January 10, 2017 City Council meeting.

| Position | Name | Term |
|-----------------|----------------|-------------|
| Mayor | Mark Crenshaw | 2 years |
| Councilor | Karen Leach | 4 years |
| Councilor | Bill DiMarco | 4 years |
| Councilor | Robert Stott | 4 years |
| Councilor | John P. Gambia | 2 years |

The results for Measure 20-256 to Prohibit Commercial Marijuana Facilities in Junction City passed by a vote of 1532 to 1368.

BACKGROUND

Elections for the Mayor's position and staggered City Councilor positions occur every two years.

COMMITTEE REVIEW

No Committee review.

RELATED CITY POLICIES

City Charter

SECTION 8: COUNCILORS

The term of office of a Councilor in office when this charter is adopted is the term of office for which the councilor has been elected before adoption of the charter (or is elected at the time of the adoption). At each general election after the adoption, three council positions shall be voted upon, each for a four-year term.

SECTION 9: MAYOR

The term of office of the mayor in office when this charter is adopted continues until the elected successor to the office assumes the office. At each subsequent general election, a mayor shall be elected for a two-year term.

SECTION 10: TERMS OF OFFICE

The term of office of an elective officer who is elected at a general election begins at the first council meeting of the year

immediately after the election and continues until the elected successor to the office assumes the office. When there is both a two-year and four-year vacancy to be filled, those candidates receiving the highest number of votes shall fill the vacancies with the longest terms.

SECTION 11: QUALIFICATIONS OF ELECTED OFFICERS

1. No person is eligible for an elective office of the city unless at the time of election the person is a qualified elector within the meaning of the state constitution and has resided in the city one year (365 days) immediately preceding the election. In this subsection "city" means area inside the city limits at the time of the election or appointment. The council is the final judge of the qualifications and election of its own members.
2. No person shall be a candidate at a single election for more than one elective city office.
3. An elective officer may be employed in a city position that is substantially volunteer in nature. Whether the position is so may be decided by the municipal court or in some other manner, whichever the council prescribes or authorizes.
4. No person having been convicted of a felony or capital crime shall be a candidate for an elective office of the city.

Junction City Municipal Code – Chapter 2.65 - CITY ELECTIONS AND CANDIDATE NOMINATIONS

2.65.010 Elections.

Except as this chapter or the city charter prescribes to the contrary, a city election shall conform to state statutory provisions governing elections as set forth in ORS Chapters [246](#) through [260](#). [Ord. [1044](#) § 1, 1998.]

2.65.020 Nominations.

A candidate for a city office shall be nominated by filing a petition with the city recorder. Such petition shall have been signed by a minimum of 30 registered voters within the city of Junction City, and shall be filed with the city recorder within the time frame established by statutory provisions in JCMC [2.65.010](#). [Ord. [1079](#) § 1, 2000; Ord. [1044](#) § 2, 1998.]

LEGAL REVIEW

This item was reviewed as a part of the packet.

CITY ADMINISTRATOR’S COMMENT

The City Administrator has no comments to add.

COUNCIL OPTIONS

No action needed.

ATTACHMENTS

- A. November 8, 2016 Certified Election Results

FOR MORE INFORMATION

Staff Contact: City Recorder Kitty Vodrup
Telephone: 541-998-2153
Staff E-Mail: kvodrup@ci.junction-city.or.us

Statement of Votes Cast by Contests, Geography by Choice
Lane County, November 8, 2016 General Election
All Precincts, All Districts, All Contests
Official Final Results

Page: 54
2016-11-23
15:47:18

Junction City Mayor (Vote for 1)

| Precinct | Total Votes | Mark Crenshaw | Andrew Nuckolls | Write-in | Over Voted Ballots | Under Votes |
|---------------|----------------|---------------|-----------------|----------|--------------------------|----------------|
| Precinct 4700 | 2182 | 1583 72.55% | 548 25.11% | 51 2.34% | 0 | 774 |
| Total | 2182 | 1583 72.55% | 548 25.11% | 51 2.34% | 0 | 774 |



I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

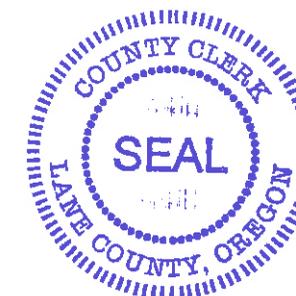
Cheryl L. Betschart, County Clerk
Lane County, Oregon

Nov 25, 2016

Statement of Votes Cast by Contests, Geography by Choice
 Lane County, November 8, 2016 General Election
 All Precincts, All Districts, All Contests
 Official Final Results

Junction City Councilor (Vote for 4)

| Precinct | Total Votes | Bill DiMarco | John P Gambee | Jason Thiesfeld | Robert Stott | Karen Leach | Write-in | Write-in | Write-in | Write-in | Over Voted Ballots | Under Votes |
|---------------|----------------|--------------|---------------|-----------------|--------------|-------------|----------|----------|----------|----------|--------------------------|----------------|
| Precinct 4700 | 6523 | 1284 19.68% | 1270 19.47% | 1210 18.55% | 1284 19.68% | 1332 20.42% | 84 1.29% | 28 0.43% | 18 0.28% | 13 0.20% | 3 | 5289 |
| Total | 6523 | 1284 19.68% | 1270 19.47% | 1210 18.55% | 1284 19.68% | 1332 20.42% | 84 1.29% | 28 0.43% | 18 0.28% | 13 0.20% | 3 | 5289 |



I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

Cheryl L. Betschart

Cheryl L. Betschart, County Clerk
 Lane County, Oregon

Nov 25, 20 *16*

Statement of Votes Cast by Contests, Geography by Choice
Lane County, November 8, 2016 General Election
All Precincts, All Districts, All Contests
Official Final Results

Page: 119
2016-11-23
15:47:18

20-256 Junction City Marijuana Facilities Prohibition (Vote for 1)

| Precinct | Total Votes | Yes | No | Over Voted Ballots | Under Votes |
|---------------|----------------|-------------|-------------|--------------------------|----------------|
| Precinct 4700 | 2900 | 1532 52.83% | 1368 47.17% | 0 | 56 |
| Total | 2900 | 1532 52.83% | 1368 47.17% | 0 | 56 |



I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

Cheryl L. Betschart

Cheryl L. Betschart, County Clerk
Lane County, Oregon

Nov 25, 2016

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Budget Officer Appointment

Meeting Date: December 13, 2016
Department: Finance
www.junctioncityoregon.gov

Agenda Item Number: 10
Staff Contact: Mike Crocker
Contact Telephone Number: 541-998-2153

ISSUE STATEMENT

Oregon Budget law states that “each local government must have a budget officer, either appointed by the governing body or designated by the local government’s charter. Historically, the Council has appointed the budget officer each year. The City Charter states that the City Administrator shall “prepare and transmit to the council an annual city budget.”

BACKGROUND

Per ORS294.331 “The governing body of each municipal corporation shall, unless otherwise provided by county or city charter, designate one person to serve as budget officer. The budget officer, or the person or department designated by charter and acting as budget officer, shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the executive officer or the municipal corporation, or where no executive officer exists, under the direction of the governing body.”

COMMITTEE REVIEW AND/OR RECOMMENDATION

No committee review. This is an annual Council appointment.

RELATED CITY POLICIES

City Charter, section 27.

LEGAL REVIEW

Reviewed as part of the Council packet.

CITY ADMINISTRATOR’S COMMENT

To approve the request as presented.

COUNCIL OPTIONS

1. **Appoint the City Administrator** to be the Budget Officer for the FY2017/18 budget year:
MOTION: “I make a motion to appoint and designate the City Administrator to be the budget officer for the FY2017/18 budget year.”
2. Discuss other options

ATTACHMENTS

None

FOR MORE INFORMATION

Staff Contact: Mike Crocker
Telephone: 541-998-2153
Staff E-Mail: mcrocker@ci.junction-city.or.us

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Budget Calendar FY17/18

Meeting Date: December 13, 2016
Department: Finance
www.junctioncityoregon.gov

Agenda Item Number: 11
Staff Contact: Mike Crocker
Contact Telephone Number: 541-998-2153

ISSUE STATEMENT

Attached is the proposed Budget Calendar for FY2017/18 for your consideration.

The budget calendar includes suggested dates for Budget Committee meetings. The Council by approval of this calendar will set the date of the first meeting. The Budget Committee has the ability to change the dates of the remaining meetings.

BACKGROUND

The State of Oregon Local Budgeting Manual states the following:

“A budget calendar is not required by law, but is highly recommended. If you schedule the steps of budget preparation, you can be more certain to allow sufficient time to complete the entire budget process before June 30, as is required by ORS 294.408...”

COMMITTEE REVIEW AND/OR RECOMMENDATION

Reviewed at the December 1st Finance and Judiciary Committee

RELATED CITY POLICIES

Junction City Fiscal Policies, item 1, Budget Policy.

LEGAL REVIEW

Reviewed as part of the Council packet.

CITY ADMINISTRATOR'S COMMENT

To approve request as presented.

COUNCIL OPTIONS

1. **Approve** the budget calendar as presented – MOTION: “I make a motion to approve the budget calendar as presented by staff and approved by the Finance & Judiciary Committee.”
2. **Direct staff** to make changes – MOTION: “I make a motion to approve the budget calendar with changes as noted.”
3. **Take no action.** No Motion needed.

ATTACHMENTS

A. Draft FY2017/18 Budget Calendar

FOR MORE INFORMATION

Staff Contact: Mike Crocker
Telephone: 541-998-4760
Staff E-Mail: mcrocker@ci.junction-city.or.us

City of Junction City
Budget Calendar
FY2017/18

==== Draft ====

| | |
|--------------------|--|
| December - January | Finance Department Budget Preparations |
| December 13th | Budget Officer appointed by Council |
| January 10th | Budget Committee appointments by Council |
| January - February | Department Budget Preparations |
| January 19th | Budget Committee Orientation Meeting |
| February - March | Council Committees Budget Review |
| March 23rd | Submit Budget Committee Meeting Notices to Newspaper |
| March 23rd | Submit Public Hearing Notice on Uses of State Shared Revenue to Newspaper (Budget Committee) |
| March 30th | Publish Notice of Budget Committee Meeting (5 - 30 days before meeting) |
| March 30th | Publish Notice of Public Hearing on Use of State Revenue for Budget Committee (5 to 30 days before the hearing) |
| April 13th | Submit Notice of Public Hearing on Use of State Revenue (Council) to Newspaper |
| April 13th | Budget Committee Meeting (1st) Distribute Budget Packet to Committee Members Presentation of Budget Message and Overview Public Comment and Questions |
| April 20th | Publish Notice of Public Hearing - Use of State Shared Revenue in Newspaper (Council) (5 to 30 days before the hearing) |

City of Junction City
Budget Calendar
FY2017/18

==== Draft ====

- | | |
|------------|---|
| April 20th | Budget Committee Meeting (2nd) <u>Public Hearing</u> on Use of State Revenue Sharing |
| April 27th | Budget Committee Meeting (3rd) |
| May 9th | City Council Meeting <u>Public Hearing</u> on proposed uses of state shared revenue |
| May 18th | Submit Budget Hearing Notice and Budget Summary to Newspaper |
| May 25th | Publish Notice of Budget Hearing (5 to 30 days before the hearing) |
| June 13th | Council Meeting <u>Public Hearing</u> on approved budget Adoption of Resolutions: > Verification of Services Provided > Election to Receive State Revenue Sharing > Fiscal Year 2017/18 Budget |
| July 5th | Submit LB50 (Impose Taxes) to Assessor |
| July 17th | Prepare and Distribute Adopted Budget Document |
| July 21st | Submit Budget Document to County |

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Scheduling Council Ethics and Public Meetings Law Training

Meeting Date: December 13, 2016
Department: Administration
www.junctioncityoregon.gov

Agenda Item Number: 12
Staff Contact: Jason Knope
Contact Telephone Number: 541-998-4761

ISSUE STATEMENT

This is a presentation of a request by a Councilor to discuss training for the Council.

BACKGROUND

On November 16, 2016 Staff received a completed Agenda Item Request Form from Councilor DiMarco. The request is to have an agenda item to discuss council ethics and public meetings law training for Council.

Staff has discussed the various options with the City Attorney's office. The Attorney is prepared to talk about various training options and scheduling options if the Council wishes to proceed with training.

COMMITTEE REVIEW AND/OR RECOMMENDATION

None

RELATED CITY POLICIES

None

LEGAL REVIEW

This item was reviewed as a part of the packet.

CITY ADMINISTRATOR'S COMMENT

To provide direction to staff as desired.

COUNCIL OPTIONS

The Council can, at its pleasure:
1. To provide direction to staff as desired.

ATTACHMENTS

A. Council Agenda Item Request Form.

FOR MORE INFORMATION

Staff Contact: Jason Knope
Telephone: 541-998-2153
Staff E-Mail: jknope@ci.junction-city.or.us



City of Junction City

Council Agenda Item Request Form

Date: November 16, 2016

Request From: Citizen / Committee / Staff / Councilor / Other (Circle One)

Contact Person: BM D. Marco

Contact Phone: [Redacted]

Contact Email: [Redacted]

Requested Meeting Date: December 13, 2016 council meeting

Please note that all requests must be submitted by the first Wednesday of each month to be considered by the Council for that month.

Requested Item: Discussion about scheduling council ethics and public meeting law training.

----- For Internal Use Only -----

Date Received: 11.16.16

By: Kitty Vodrup

Date Entered into Forecaster: 11.17.16

By: "

Council Meeting Date: 12.13.16

Requester Notified on: 11.21.16

By: KV

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Tri-County Chamber of Commerce Funding Request

Meeting Date: December 13, 2016
Department: Finance
www.junctioncityoregon.gov

Agenda Item Number: 13
Staff Contact: Mike Crocker
Contact Telephone Number: 541-998-2153

ISSUE STATEMENT

The Tri-County Chamber of Commerce has submitted a request to the City for funding, in the amount of \$4,000. The funds are to be used for tourism activities and are budgeted on the "Tourism Promotions" line, in the Non-Departmental section of the General Fund for \$4,000.

BACKGROUND

In the past the City of Junction City has provided tourism funding to the Chamber, labeled as a grant or an allocation of the room taxes the City receives. The City has provided this funding for a number of years.

COMMITTEE REVIEW AND/OR RECOMMENDATION

The Finance & Judiciary Committee reviewed the request at its November 3, 2016 meeting and recommended the request be forwarded to Council for consideration.

RELATED CITY POLICIES

None

LEGAL REVIEW

Reviewed as a part of the Council packet.

CITY ADMINISTRATOR'S COMMENT

To provide feedback and direction as desired.

COUNCIL OPTIONS

Direct Staff to process a payment for the request in the amount of \$4,000.

Motion: “I make a motion to approve the Tri-County Chamber of Commerce’s request and direct staff to issue a payment to the Chamber in the amount of \$4,000”.

Deny the Request: No action required.

ATTACHMENTS

A. Tri-County Chamber of Commerce funding request

FOR MORE INFORMATION

Staff Contact: Mike Crocker

Telephone: 541-998-2153

Staff E-Mail: MCrocker@ci.junction-city.or.us



Attachment 'A'

October 13, 2016

Jason Knope, Administrator
City of Junction City
PO Box 250
Junction City, OR 97448

Dear Mr. Knope,

In the past, the City of Junction City has provided funding to the Tri-County Chamber of Commerce in the amount of \$4000. The funding enables the Chamber to adequately address such issues as inquiries regarding job opportunities, relocation to the area, construction and relocation information on the state hospital project and visitor information.

Would it be possible to receive the City's donation again this fall?

Thank you, Jason, for your help. Please feel free to contact me with any questions.

Sincerely,



Rick Kissock, Executive Director
Tri-County Chamber of Commerce

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Capital Expenditure Plans – City Hall, Community Services, Water, Sewer, Sanitation, and Streets

Meeting Date: December 13, 2016
Department: Administration
www.junctioncityoregon.gov

Agenda Item Number: 14
Staff Contact: Jason Knope
Contact Telephone Number: 541-998-4761

ISSUE STATEMENT

This is a presentation of the completed Capital Expenditure Plans for various City departments.

BACKGROUND

Staff has been working on a complete overhaul to a number of Departments Capital Expenditure Plans (CEP). The purpose of this overhaul was to take a more detailed and comprehensive look at the projects and savings needs for the Departments. The focus of the plan was to identify the needs to be able to maintain the level of service that the departments provide today. The plans are for the following departments:

- City Hall (Planning, Administration, Finance, and Court Departments)
- Community Services (Parks, Pool, Community Center, and Senior Center Departments)
- Water Department
- Sewer Department
- Streets Department
- Sanitation Department

The plans covers a wide variety of facilities, computers, vehicles, and equipment needs. The plans for Water, Sewer, Streets, and Sanitation also includes a vehicle replacement plan and equipment replacement plan.

The Sanitation CEP also includes a Garbage Truck Replacement Plan. The plan recommends that the department reduce the number of garbage trucks from six to four. Based on that reduction, the plan recommends replacing the vehicles once every 10 years. The financing for the plan would come from either an internal or external loan. The Committee is recommending that the plan be funded by internal loans to the department.

Overall, most departments were able to fully fund all the necessary projects within current funding limits. However there are some projects that the staff and Committees are still working on. Once these have been addressed, they will be forwarded to the Council for approval and inclusion in the CEP's

It is worth noting that all of these plans are governed by the same policy that will help limit the last minute projects that come up during the budget process each year. The policy sets a deadline of December 31st each year that the departments must have their CEP's finalized if they want it included in the upcoming budget. This policy does not restrict the Council. The Council is still able to make changes at any time to any CEP.

COMMITTEE REVIEW AND/OR RECOMMENDATION

The Capital Expenditure Plans were reviewed by the various Committees and was recommended to Council for final review and approval.

RELATED CITY POLICIES

None

LEGAL REVIEW

This AIS was reviewed as a part of the packet.

CITY ADMINISTRATOR'S COMMENT

To approve the Capital Expenditure Plans as presented.

COUNCIL OPTIONS

The Council can, at its pleasure:

1. Approve the plans. Motion: "I move to approve the Capital Expenditure Plans for City Hall, Community Services, Water, Sewer, Sanitation, and Streets as presented."
2. Direct staff to make changes as desired and bring the plans back for further discussion.

ATTACHMENTS

- A. City Hall Capital Expenditure Plan
- B. Community Services Capital Expenditure Plan
- C. Water Department Capital Expenditure Plan
- D. Sewer Department Capital Expenditure Plan
- E. Sanitation Department Capital Expenditure Plan
- F. Streets Department Capital Expenditure Plan

FOR MORE INFORMATION

Staff Contact: Jason Knope
Telephone: 541-998-2153
Staff E-Mail: jknope@ci.junction-city.or.us

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Vacation Policy Discussion

Meeting Date: December 13, 2016
Department: Administration
www.junctioncityoregon.gov

Agenda Item Number: 15
Staff Contact: Jason Knope
Contact Telephone Number: 541-998-4761

ISSUE STATEMENT

This is a presentation of a draft policy to replace existing policies and language in the Personnel Manual.

BACKGROUND

In review of the current City Personnel Manual and existing policies, a major discrepancy was noted. The discrepancy is between Personnel Manual Chapter 6 Section 6.2 Vacation and the administrative policy that was put into place by City Administrator David Clyne with a memo dated 1/18/2007.

The discrepancy is due to the fact that the Council never approved the policy. Council approval is required on this type of policy due to the fact that it changes the Employee Manual. The Council has to approve all changes to the Manual.

The intent of the policy was to allow for non-represented employees to have additional tools to manage the amount of vacation time they had on the books. Many of the City's departments have problems keeping the vacation time below the maximum allowable amount.

This is primarily due to the amount of flex time that is generated. Flex time is overtime that is generated in a month that an employee can take off during that month. Flex time is not tracked nor does it accrue past the month in which it is generated.

The reason vacation time is a concern is twofold. It is very important that employees are taking time off. Also, vacation time is something the City has to pay out when an employee retires or quits working for the City. Attached is a draft policy that is primarily intended to get the vacation time back under control through offering additional tools and options. The intent is to work within the framework of the existing budget every year and not cost the City additional money.

COMMITTEE REVIEW AND/OR RECOMMENDATION

This policy was reviewed by the Finance and Judiciary Committee at their September 22, 2016 meeting. It was the consensus of the Committee to recommend to Council to approve this policy.

RELATED CITY POLICIES

City Personnel Manual Chapter 6

LEGAL REVIEW

This item was reviewed as a part of the packet.

CITY ADMINISTRATOR’S COMMENT

To approve the policy as presented.

COUNCIL OPTIONS

The Council can, at its pleasure:

1. Approve the policy. Motion: “I move to approve Policy 3.17 – Vacation Accrual and Pay Out for Non-Represented Employees.”

2. Direct staff to make changes as desired and bring the policy back for further discussion.

ATTACHMENTS

- A. Policy 3.17 – Vacation Accrual and Pay Out for Non-Represented Employees.

FOR MORE INFORMATION

Staff Contact: Jason Knope
Telephone: 541-998-2153
Staff E-Mail: jknope@ci.junction-city.or.us



City of Junction City

Division 3 – Human Resources

Policy #3.17

Vacation Accrual and Pay Out for Non-Represented Employees



Purpose: The purpose of this policy is to provide additional tools for non-represented staff to manage their vacation time.

Scope: This Policy applies to all City non-represented employees.

Policy: **3.17.01 Policy**
The City of Junction City believes that it is important for employees to use vacation leave on a regular basis. Vacation leave is an opportunity for employees to take time off from their job responsibilities and refresh themselves.

However, the City does recognize that non-represented employees may need, on occasion, additional tools to be able to keep their accrued vacation time from becoming excessive due to the nature of their job responsibilities. This policy outlines the additional tools available to non-represented staff.

3. 17.02 Vacation Accrual

3.17.02.01 Vacation Accrual Schedule

Regular full-time non-represented employees will accrue the following vacation leave based on the number of continuous years of service by the employee for the City:

| Years Worked | Yearly Vacation Hours Accrued * | Cap on Total Number of Hours in Employee's Vacation Leave Bank on July 1st of Each Year |
|---------------------|--|---|
| 0-3 | 80 | 120 |
| 4-5 | 96 | 144 |
| 6-10 | 120 | 180 |
| 11-20 | 160 | 240 |
| 21 or more | 176 | 264 |

* - Hours are based on the Employee Manual that is adopted by Council. This policy does not determine the number of vacation hours.

3.17.02.02 Excess Vacation Hours

Employees will accrue vacation on a monthly basis over the course of the fiscal year (July 1st to June 30th). Each month the employee will accrue one-twelfth of the annual accrual in the table in subsection 3.17.02.01 of this policy applicable to the employee's years of service. For example, a 6-10 year employee will accrue 10 hours of vacation leave each month for a total annual accrual of 120 hours. It is understood that employees may not choose to or be able to use their entire vacation accrual each year. However, it is expected that as of July 1st of each year, employees will have used enough of their vacation leave to bring them below the caps set out in the table in subsection 3.17.02.01 of this policy. As an example, if an employee with eight years of service to the City has accrued 180 hours of vacation as of July 1st, that accrual is allowed by this policy. The employee will continue to accrue vacation at 10 hours per month over the course of the fiscal year, so at times during the year, the employee may have more than 180 hours in his or her vacation leave

bank. However, it is expected that by the following June 30th, the employee will have used enough vacation to leave to bring the employee's total vacation leave bank to 180 hours or less. Generally, employees are not allowed to exceed the vacation leave caps in the table in subsection 3.17.02.01 of this policy. However, an employee may be allowed to retain and carry over a certain amount of excess vacation leave as provided in subsection 3.17.03.03 of this policy.

3.17.03 Vacation Carry Over Extensions and Sell-Backs

The City of Junction City strongly encourages all employees to use their vacation time. However, the City recognizes that there may be instances where it is impractical to use all of the vacation time that is accrued in a given year.

3.17.03.01 Vacation Carry Over Extensions

Non-Represented employees may be allowed to carry over vacation leave that exceeds the caps in the table in subsection 3.17.02.01 of this policy for a period of one year at the sole discretion of the City Administrator. All extensions shall be subject to Section 3.17.04 of this policy.

3.17.03.02 Vacation Sell-Back

Non-Represented employees that have worked for the City for five or more years may be allowed to sell up to two weeks of vacation back to the City during each fiscal year pursuant to this section with the approval of the City Administrator. In order to be eligible to sell vacation leave back to the City under this section, an employee must use at least one continuous week of vacation leave in the same month that the employee proposes to sell vacation leave back to the City. The City may choose to buy back one or two weeks (40 or 80 hours) of vacation leave at a time, subject to availability of funds and at the City Administrator's sole discretion. An employee may request to sell back vacation leave up to twice per fiscal year. All vacation leave sell-backs shall be subject to availability of funds and subject to Section 3.17.04 of this policy.

3.17.03.03 Year End Buy Outs

The City may, but is not required to elect to offer to non-represented employees the option to sell back some of their vacation at the end of the fiscal year. The maximum amount of vacation leave an employee may sell back under this section is limited to 40 hours. All vacation leave sell-backs pursuant to this section are subject to availability of departmental funds and the opportunity to sell back vacation will be offered department by department and based on seniority. Employees are not required to use vacation leave to be eligible for a sell-back under this section. Under no circumstances will this sell-backs in a particular department exceed the amount of funds available in that department's budget.

3.17.04 Policy Procedures and Guidelines

3.17.04.01 Vacation Hour Reporting

The Finance Department shall prepare a non-represented employee vacation leave accrual report for the City Administrator, at a minimum, on a quarterly basis. This report shall contain the names of all non-represented employees, the number of hours of vacation leave each employee has accrued, and how many hours over or under each employee is from the vacation leave caps in the table in subsection 3.17.02.01 of this policy.

3.17.04.02 Overage Notification

By no later than January 1st of each year the City Administrator shall notify the non-represented employees if they have, or will have by the following July 1st, accrued more than the amount of vacation leave allowed by the table in subsection 3.17.02.01 of this policy. If an employee wishes to utilize a Vacation Use Plan per section 3.17.04.03 or a Vacation Carry Over Request per Section 3.17.04.04, the employee will submit to the City Administrator the Vacation Use or Vacation Carry Over Request no later than February 1st.

3.17.04.03 Vacation Use Plans

Vacation Use Plans are not intended to be used regularly. They should be used on occasion when an unforeseen circumstance has occurred that would prevent an employee from using their vacation and would cause the employee to exceed the vacation leave caps in the table in subsection 3.17.02.01 of this policy. It is expected that a Vacation Use Plan will not be used more than once every three years.

Vacation Use Plans shall be submitted to the City Administrator on the form found in Appendix A. Plans should be for a period no greater than six months in length and must account for the vacation time that the employee will accrue during the plan period.

3.17.04.04 Vacation Carry Over Requests

Vacation Carry Over Requests are not intended to be used regularly. They should be used when an employee is trying to save vacation time for a specific time off request. It is expected that Vacation Carry Over Requests will not be used more than once every three years.

Vacation Carry Over Requests shall be submitted to the City Administrator on the form found in Appendix B. All requests will allow vacation to be carried over for a period no longer than one year and be limited to a maximum of 80 hours. It is the responsibility of the employee to ensure that at the end of the year that their vacation time is within the vacation leave caps in the table in subsection 3.17.02.01 of this policy.

3.17.04.05 Vacation Sell Back Request Form

All vacation sell-back requests shall be made on the form found in Appendix C.

3.17.04.06 Payroll Processing

If a vacation sell back request is approved, the request form will be submitted to the payroll department with the employee's next timesheet. All vacation sell back requests will be paid with the next regular payroll.

Review/Update:

The Finance Director will prepare this Administrative Policy for review every three years for City Administrator approval.

Review and Authorization:

Finance Director

Date

City Administrator

Date

| Rev # | Name | Change Date | Character of Change |
|--------------|-------------|--------------------|----------------------------|
| 0 | | July 2016 | Adopted |

JUNCTION CITY COUNCIL AGENDA ITEM SUMMARY



Budget Committee Appointments

Meeting Date: December 13, 2016
Department: Finance
www.junctioncityoregon.gov

Agenda Item Number: 16
Staff Contact: Mike Crocker
Contact Telephone Number: 541-998-2153

ISSUE STATEMENT

The service term for citizen positions 6 and 7 of the City's Budget Committee will expire on December 31, 2016. The action being requested is to re-appoint two citizens to fill the vacancies for positions 6 and 7. The terms for these positions are 3 years through December 31, 2019. Applicants Jason Thiesfeld and Jack Sumner have re-applied and previously held positions 6 and 7.

BACKGROUND

Per ORS294.336 the Budget Committee is comprised of the members of the governing board and an equal number of electors (citizens) of the municipal corporation. The service term for each citizen position is three years and they are staggered to provide consistency. The citizen or elector positions are appointed by the governing body as a whole.

The City followed the process as defined in Resolution No. 1013 for posting and recruitment. The three applications received are attached for your reference and review.

COMMITTEE REVIEW AND/OR RECOMMENDATION

No Committee review, Council appointments.

RELATED CITY POLICIES

The Budget Committee formation is primarily governed by ORS 294.
Resolution No.1013, Vacancy Recruitment

LEGAL REVIEW

Reviewed as part of the Council packet.

CITY ADMINISTRATOR'S COMMENT

The City Administrator requests that Council follow process for appointments.

COUNCIL OPTIONS

1. **Approve** – MOTION: “I make a motion to appointment new members to the City’s Budget Committee as follows:

_____ (name) _____ to position #6; and

_____ (name) _____ to position #7.”

2. **Direct staff** to re-post the position(s) – MOTION: “I make a motion to direct staff to re-post the Budget Committee position(s)”
3. **Take no action.** No Motion needed.

ATTACHMENTS

- A. Jason Thiesfeld, application
- B. Jack Sumner, application

FOR MORE INFORMATION

Staff Contact: Mike Crocker
Telephone: 541-998-2153
Staff E-Mail: mcrocker@ci.junction-city.or.us

City of Junction City
Application for Budget Committee

SEP - 6 2016

Name: JASON Thiesfeld

Date: 6 Sept 16

Address: _____

Home Phone: _____

Work Phone: _____

Occupation: BUSINESS MANAGER E-Mail: _____

Have you resided within the City limits of Junction City for one year? Yes No

Are you an officer or employee of the City? Yes No

Are you a qualified voter of the City? Yes No

Are you available for evening meetings? Yes No

Have you served previously on any City of Junction City Committees, Commissions, Council or other Boards? Yes No

If yes, which one/ones and when? PLANNING, Budget, CCPC

Why do you want to serve now? (Use reverse or additional sheet if needed)

CONTINUE my SERVICE ON Budget
committee

Please list any special qualifications you may have: _____

Signature: _____

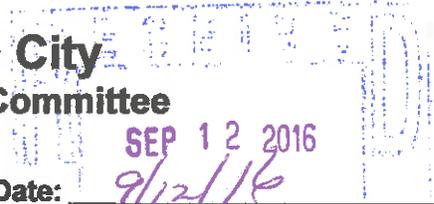
PLEASE RETURN YOUR COMPLETED APPLICATION TO:

City Recorder
680 Greenwood St
PO Box 250
Junction City OR 97448

Phone: 541-998-2153
Fax: 541-998-3140



City of Junction City
Application for Budget Committee



Name: JACK SUMNER

Date: 9/12/16

Address: _____

Home Phone: _____

Junction City OR 97448

Work Phone: _____

Occupation: Retired

E-Mail: _____

Have you resided within the City limits of Junction City for one year? Yes No

Are you an officer or employee of the City? Yes No

Are you a qualified voter of the City? Yes No

Are you available for evening meetings? Yes No

Have you served previously on any City of Junction City Committees, Commissions, Council or other Boards? Yes No

If yes, which one/ones and when? Council — Budget Committee
Planning Commission — SCOP

Why do you want to serve now? (Use reverse or additional sheet if needed)

To continue serving my community

Please list any special qualifications you may have: _____

Signature: _____

PLEASE RETURN YOUR COMPLETED APPLICATION TO:

City Recorder
680 Greenwood St
PO Box 250
Junction City OR 97448

Phone: 541-998-2153
Fax: 541-998-3140





CITY COUNCIL

AGENDA FORECASTER

Last Updated 12-08-2016 by J. Knope

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CURRENT BUSINESS ITEMS

Current Business Items

Item Public Hearing - Dangerous Building – 1480 Ivy St.

Requested By Council

Date Last at Council 11-08-16

Current Agenda Item Number 5

Item Description

Public Hearing placeholder, so the hearing can be moved to another time and date certain.

Current Status/Update

None.

Item Public Hearing – Vacation of Skinner Lane ROW

Requested By Staff

Date Last at Council 11-08-16

Current Agenda Item Number 6

Item Description

Public Hearing and consideration of ordinance for the ROW vacation.

Current Status/Update

None.

Item Audit Presentation

Requested By Staff

Date Last at Council **NEW**

Current Agenda Item Number 7

Item Description

This is the presentation of the City’s audit report from the City Auditor

Current Status/Update

None – this is a new item.

CURRENT BUSINESS ITEMS

Item Revolving Loan Fund Discussion

Requested By Councilor Jim Leach

Date Last at Council **New**

Current Agenda Item Number 8

Item Description

This item was requested to be put on the agenda by Council to discuss potential projects to be funded by the Revolving Loan Fund.

Current Status/Update

None – New Item.

Item Certified Election Results

Requested By Staff

Date Last at Council **New**

Current Agenda Item Number 9

Item Description

This is a presentation of the certified election results by the City Recorder.

Current Status/Update

None – New Item.

Item Budget Officer Appointment

Requested By Staff

Date Last at Council **New**

Current Agenda Item Number 10

Item Description

This is a request to have the Council appoint the budget officer for the upcoming budget cycle.

Current Status/Update

None – New Item.

CURRENT BUSINESS ITEMS

Item Budget Calendar

Requested By Staff

Date Last at Council **New**

Current Agenda Item Number 11

Item Description

This is a presentation of the draft budget calendar for the Council's review.

Current Status/Update

None – New Item.

Item Scheduling Council Ethics and Public Meetings Law Training

Requested By Councilor DiMarco

Date Last at Council **New**

Current Agenda Item Number 12

Item Description

Staff received a request form to place on the agenda to have the Council discuss scheduling training for the Council.

Current Status/Update

None – New Item.

Item Chamber of Commerce Funding Request

Requested By Staff

Date Last at Council **New**

Current Agenda Item Number 13

Item Description

This is presentation of a funding request from the local chamber of commerce.

Current Status/Update

None – New Item.

CURRENT BUSINESS ITEMS

Item Capital Expenditure Plans

Requested By Staff

Date Last at Council **New**

Current Agenda Item Number 14

Item Description

This is a presentation of the completed Capital Expenditure Plans (CEP's) for the various City Departments.

Current Status/Update

None – New Item.

Item Vacation Policy Discussion

Requested By Staff

Date Last at Council **New**

Current Agenda Item Number 15

Item Description

This is a presentation of a proposed update to the City's vacation policies.

Current Status/Update

None – New Item.

Item Budget Committee Appointments

Requested By Staff

Date Last at Council **New**

Current Agenda Item Number 16

Item Description

This is a request to appoint Budget Committee Members to the seats that expire at the end of the month.

Current Status/Update

None – New Item.

PENDING BUSINESS ITEMS

Pending Business Items

None at this time.

FUTURE BUSINESS ITEMS

Future Business Items

Item Reorganization Plan Review

Requested By Staff

Item Description

This item will be the various pieces of the reorganization plan currently underway that will require Council input and policy direction. Please note that the overall plan will come as a separate item for Council to review.

Item City Procurement Manual

Requested By Council

Item Description

This is the manual that Council directed staff to create as a part of setting expenditure authority within the City.

Item VIPs Program

Requested By Staff

Item Description

This is a program that will increase volunteers within the Police Department. It is a program that is similar to the SCOPs program that the City had in the past.

Item Old Water Tower

Requested By Staff

Item Description

Council discussion on Old Water Tower removal status.

DRAFT MEETING AGENDA – JANUARY 10, 2017

Draft Meeting Agenda – January 10, 2017

A G E N D A

CITY COUNCIL MEETING

City of Junction City

680 Greenwood Street

Tuesday, January 10, 2017

6:30 P.M.

(*Estimated Time*)

1. Call to Order and Pledge of Allegiance (Mayor Cahill)
2. Oath of Offices
3. Changes to the Agenda (Mayor Crenshaw)
4. Consent Agenda (Mayor Crenshaw) 5 minutes
 - a. Approval of Bills – Month of December
 - b. Approval of Minutes
5. Public Comment on Items not Listed on the Agenda (Mayor Crenshaw) 5 minutes
6. Public Hearing – Vacation of Unimproved Skinner Lane 15 minutes
7. Appointment of Council President 5 minutes
8. Committee Appointments (Mayor Crenshaw) 5 minutes
9. State of the City (Mayor Crenshaw) 15 minutes
10. Check Signing Resolutions 5 minutes
11. Fiscal Policy for Contingency Appropriations 5 minutes
12. Council Agenda Forecaster Review 5 minutes
13. Staff Reports 5 minutes
14. Councilor Comments/Questions 10 minutes
15. Mayor’s Comments 5 minutes
16. Other Business 5 minutes
17. Adjournment

2017 CITY COUNCIL MEETING CALENDAR

2017 City Council Meeting Calendar

Calendar Key

- Packets Available Date
- Regular Meeting Date
- Work Session Meeting Date

JANUARY

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Junction City Public Library
 Monthly Statistics and Report to the City Council
 December 6, 2016

| | | | |
|-----------------------------|--------------|-----------------------------|------------|
| Receipts | | Computers | |
| Fines | \$94 | Computer station use, hours | 480 |
| Copies | 53 | Wi-Fi hours, approx | 542 |
| Out of town cards | 270 | Library open hours | 141 |
| Lost book | 10 | Number of days open | 17 |
| Total | \$427 | Volunteer hours | 18 |
| | | New Cards Issued | |
| Borrowing Statistics | | Residents | 9 |
| Audio-books (tape and CD) | 25 | Out of Town | 3 |
| Audio/digital downloads | 401 | New Materials | |
| Books | 1,268 | Adult fiction | 32 |
| Magazines | 4 | Adult non-fiction | 22 |
| New books | 361 | Children's fiction | 9 |
| DVDs | 219 | Picture books | 33 |
| Story kits (10 books ea.) | 420 | Teen fiction | 11 |
| Total borrowed items | 2,698 | Total items | 107 |
| Adult borrowing | 57% | | |
| Teen Borrowing | 3% | | |
| Children's borrowing | 40% | | |

November 2016

Out of town library cards are paid for by the household. They cost \$50 per household per year, whether there is one person living under one roof, or more. The cost is \$40 if one person is age 60 or better. A young country gentleman came in recently, and was pleasantly surprised that he could share the cost with his four room-mates, and that they could use, not only the Junction City Public Library for their reading material, but the other libraries in the Lane County Library Consortium. Just walk into the libraries in Veneta, Springfield, Mapleton, Florence, Creswell and Cottage Grove, and use your library card to borrow from their collections. The library cooperative came about in 2012, when the **Lane County Library Consortium** created an inter-governmental agreement, and got all of the participating libraries on-board. The discussion of a cooperative began in 1979. Eugene Public Library does not participate, as it does not share the same catalog.

Another benefit of the Lane County Library Consortium, is that **the libraries share a catalog**. What this means, is that the work of keeping track of the item, e.g., book or DVD, including author, title, publication date, etc., is on record. Records are also kept of how many times an item has been borrowed. This automation is brilliant. You can go on-line, and see what we have here, or what you can find in another library, then ask the staff to put a reserve on it.

Just as an aside, I must confess, that I, Lynn the Librarian, was not fond of cataloging when I was in graduate school. So I am glad that other people do the cataloging. Libraries are all about your reading pleasure and finding information.

Monthly Financial Report

November 2016



Fund Balance

Revenue

Expenditures & Transfers

Budget

JUNCTION CITY *Oregon*

Compiled by the Finance Department

Monthly Financial Reports

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General Fund Summary

November 2016

FY16/17

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|------------------------------|------------------|------------------|------------------|------------------|---------------|
| Beginning Balance | 2,295,500 | - | 2,209,751 | (85,749) | 96.26% |
| Current Revenue | | | | | |
| Property Taxes | 2,458,900 | 1,590,159 | 1,615,299 | (843,601) | 65.69% |
| Interest | 10,000 | 1,991 | 7,092 | (2,908) | 70.92% |
| Franchise & Other Fees | 413,500 | 39,081 | 151,778 | (261,722) | 36.71% |
| Court | 153,500 | 10,722 | 55,304 | (98,196) | 36.03% |
| Building & Planning | 298,200 | 19,270 | 83,145 | (215,055) | 27.88% |
| Pool | 42,400 | - | 21,120 | (21,280) | 49.81% |
| Library | 7,100 | 380 | 2,194 | (4,906) | 30.90% |
| Public Safety | 195,200 | 1,191 | 63,255 | (131,945) | 32.41% |
| Other Taxes | 106,600 | 10,498 | 47,356 | (59,244) | 44.42% |
| Admin Charges | 640,700 | 53,392 | 266,958 | (373,742) | 41.67% |
| Other | 33,200 | 1,587 | 15,863 | (17,337) | 47.78% |
| Total Current Revenue | 4,359,300 | 1,728,271 | 2,329,364 | 2,029,936 | 53.43% |
| Total Resources | 6,654,800 | 1,728,271 | 4,539,116 | 2,115,684 | 68.21% |
| Expenditures | | | | | |
| Personnel Services | 2,838,600 | 206,662 | 1,101,613 | 1,736,987 | 38.81% |
| Materials & Services | 1,302,500 | 106,022 | 546,891 | 755,609 | 41.99% |
| Transfers - Operating | 86,300 | - | 15,000 | 71,300 | 17.38% |
| Transfers - Reserves | 25,500 | - | - | 25,500 | 0.00% |
| Contingency | 240,300 | - | - | 240,300 | 0.00% |
| | 4,493,200 | 312,684 | 1,663,504 | 2,829,696 | 37.02% |
| Ending Fund Balance | 2,161,600 | | 2,875,612 | | |

Finance Department
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|-------------------------------|----------------|---------------------------|-----------------------|-------------------------|------------------|
| Beginning Fund Balance | 10,200 | - | 10,200 | - | 100.00% |
| Revenue | | | | | |
| Admin Charges | 206,700 | 17,225 | 86,125 | (120,575) | 41.67% |
| Other Revenue | - | - | 51 | 51 | 0.00% |
| Total Revenue | 206,700 | 17,225 | 86,176 | (120,524) | 41.69% |
| Expenditures | | | | | |
| Personnel Services | 177,500 | 14,132 | 71,660 | 105,840 | 40.37% |
| Materials & Services | 25,100 | 1,051 | 10,051 | 15,049 | 40.04% |
| Contingency | 4,100 | - | - | 4,100 | 0.00% |
| Total Expenditures | 206,700 | 15,183 | 81,711 | 124,989 | 39.53% |
| Ending Fund Balance | 10,200 | | 14,665 | | |
| | - | | - | | |

Finance Department
November 2016

Detail Report

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|----------------|----------------|---------------|------------------|----------------|
| 1 | 001-310 | | | | | |
| 2 | | | | | | |
| 3 | 001-310 | | | | | |
| 4 | 409300 | 206,700 | 17,225 | 86,125 | (120,575) | 41.67% |
| 5 | 409000 | - | - | 51 | 51 | 0.00% |
| 6 | | 206,700 | 17,225 | 86,176 | (120,524) | 41.69% |
| 7 | | | | | | |
| 8 | 001-310 | | | | | |
| 9 | 503780 | 107,100 | 8,842 | 44,971 | 62,129 | 41.99% |
| 10 | 503790 | 2,300 | - | - | 2,300 | 0.00% |
| 11 | 513344 | 8,400 | 667 | 3,394 | 5,006 | 40.41% |
| 12 | 539094 | 21,100 | 1,695 | 8,652 | 12,448 | 41.00% |
| 13 | 542344 | 300 | 13 | 67 | 233 | 22.29% |
| 14 | 546833 | 35,700 | 2,914 | 14,576 | 21,124 | 40.83% |
| 15 | 548877 | 2,600 | - | - | 2,600 | 0.00% |
| 16 | | 177,500 | 14,132 | 71,660 | 105,840 | 40.37% |
| 17 | | | | | | |
| 18 | 001-310 | | | | | |
| 19 | 602015 | 700 | - | 370 | 330 | 52.86% |
| 20 | 603200 | 300 | 5 | 64 | 236 | 21.41% |
| 21 | 608925 | 500 | - | 238 | 262 | 47.67% |
| 22 | 611519 | 1,000 | 82 | 391 | 609 | 39.09% |
| 23 | 611770 | 2,300 | 93 | 1,034 | 1,266 | 44.97% |
| 24 | 622171 | 1,800 | - | 1,894 | (94) | 105.20% |
| 25 | 632677 | 900 | 157 | 610 | 290 | 67.77% |
| 26 | 632678 | 300 | - | - | 300 | 0.00% |
| 27 | 632680 | 500 | - | - | 500 | 0.00% |
| 28 | 636921 | 1,100 | 133 | 819 | 281 | 74.47% |
| 29 | 640457 | 200 | 2 | 28 | 172 | 13.87% |
| 30 | 640733 | 1,800 | - | 2,222 | (422) | 123.46% |
| 31 | 644400 | 1,300 | 26 | 123 | 1,177 | 9.48% |
| 32 | 644650 | 2,000 | 59 | 293 | 1,707 | 14.65% |
| 33 | 647030 | 2,800 | 330 | 1,005 | 1,795 | 35.90% |
| 34 | 649843 | 1,400 | 126 | 640 | 760 | 45.68% |
| 35 | 649989 | 600 | - | 105 | 495 | 17.50% |
| 36 | 652080 | 500 | 39 | 215 | 285 | 42.94% |
| 37 | 702013 | 4,100 | - | - | 4,100 | 0.00% |
| 38 | 706076 | 1,000 | - | - | 1,000 | 0.00% |
| 39 | | 25,100 | 1,051 | 10,051 | 15,049 | 40.04% |
| 40 | | | | | | |
| 41 | | 202,600 | 15,183 | 81,711 | 120,889 | 40.33% |
| 42 | | | | | | |
| 43 | | | | | | |
| 44 | 900900 | 4,100 | - | - | 4,100 | - |
| 45 | | 10,200 | 2,042 | 14,665 | 4,465 | 143.78% |

Municipal Court
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|-------------------------------|----------------|---------------------------|-----------------------|-------------------------|------------------|
| Beginning Fund Balance | 11,600 | - | 11,600 | - | 100.00% |
| Revenue | | | | | |
| Muni Court Fines | 150,000 | 10,615 | 54,752 | (95,248) | 36.50% |
| Towed Vehicle Fines | 2,000 | 100 | 500 | (1,500) | 25.00% |
| Road Crew Fee | 500 | - | - | (500) | 0.00% |
| Muni Court - Surcharge Fee: | 1,000 | 7 | 52 | (948) | 5.20% |
| General Revenue | 33,200 | 3,166 | 12,713 | (20,487) | 38.29% |
| Property Taxes | 49,200 | 31,803 | 32,306 | (16,894) | 65.66% |
| Other Revenue | - | - | 85 | 85 | 0.00% |
| Total Revenue | 235,900 | 45,692 | 100,408 | (135,492) | 42.56% |
| Expenditures | | | | | |
| Personnel Services | 112,400 | 8,688 | 41,842 | 70,558 | 37.23% |
| Materials & Services | 118,700 | 9,130 | 50,756 | 67,944 | 42.76% |
| Contingency | 4,800 | - | - | 4,800 | 0.00% |
| Total Expenditures | 235,900 | 17,817 | 92,598 | 143,302 | 39.25% |
| Ending Fund Balance | 11,600 | | 19,410 | | |

Municipal Court
November 2016

Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------|----------------|----------------|----------------|------------------|----------------|
| 1 | 001-315 | Beginning Fund Balance | 11,600 | - | 11,600 | - | 100.00% |
| 2 | | | | | | | |
| 3 | 001-315 | Revenue | | | | | |
| 4 | 403002 | Muni Court Fines | 150,000 | 10,615 | 54,752 | (95,248) | 36.50% |
| 5 | 403005 | Towed Vehicle Fines | 2,000 | 100 | 500 | (1,500) | 25.00% |
| 6 | 403009 | Road Crew Fee | 500 | - | - | (500) | 0.00% |
| 7 | 403114 | Muni Court - Surcharge Fees | 1,000 | 7 | 52 | (948) | 5.20% |
| 8 | 409310 | General Revenue | 33,200 | 3,166 | 12,713 | (20,487) | 38.29% |
| 9 | 400200 | Property Taxes | 49,200 | 31,803 | 32,306 | (16,894) | 65.66% |
| 10 | 409000 | Other Revenue | - | - | 85 | 85 | 0.00% |
| 11 | | Total Revenue | 235,900 | 45,692 | 100,408 | (135,492) | 42.56% |
| 12 | | | | | | | |
| 13 | 001-315 | Personnel Services | | | | | |
| 14 | 503780 | Direct Wages | 66,100 | 5,404 | 25,971 | 40,129 | 39.29% |
| 15 | 503790 | Wages - Overtime | 2,400 | - | - | 2,400 | 0.00% |
| 16 | 513344 | FICA | 5,300 | 396 | 1,900 | 3,400 | 35.84% |
| 17 | 539094 | Pension - PERS | 14,300 | 1,100 | 5,046 | 9,254 | 35.29% |
| 18 | 542344 | Workers' Compensation Ins | 500 | 17 | 73 | 427 | 14.65% |
| 19 | 546833 | Insurance Benefits | 21,700 | 1,770 | 8,852 | 12,848 | 40.79% |
| 20 | 548877 | Unemployment Insurance | 2,100 | - | - | 2,100 | 0.00% |
| 21 | | Total Personnel Services | 112,400 | 8,688 | 41,842 | 70,558 | 37.23% |
| 22 | 001-315 | Materials & Services | | | | | |
| 23 | 601100 | Administrative Charges | 17,100 | 1,425 | 7,125 | 9,975 | 41.67% |
| 24 | 602125 | Prosecuting Attorney Fees | 38,200 | 3,090 | 15,450 | 22,750 | 40.45% |
| 25 | 602130 | Interpreter Fees | 1,000 | - | 227 | 773 | 22.70% |
| 26 | 602171 | Insurance | 2,400 | - | 2,709 | (309) | 112.89% |
| 27 | 602225 | Jury Trial Expense | 400 | - | - | 400 | 0.00% |
| 28 | 602250 | Court Appointed Attorney Fee | 9,000 | 345 | 6,127 | 2,873 | 68.08% |
| 29 | 603200 | Bank Fees | 1,200 | 54 | 330 | 870 | 27.53% |
| 30 | 608925 | Computer Software Support | 2,300 | - | 938 | 1,362 | 40.77% |
| 31 | 611519 | Electricity | 1,300 | 103 | 488 | 812 | 37.57% |
| 32 | 611770 | IT Service Charges | 300 | 16 | 16 | 284 | 5.21% |
| 33 | 632677 | Office Equipment Leases | 500 | 52 | 236 | 264 | 47.27% |
| 34 | 632678 | Computer/Office Equip Maint | 500 | - | - | 500 | 0.00% |
| 35 | 636921 | Office Supplies | 3,300 | 370 | 1,361 | 1,939 | 41.26% |
| 36 | 637917 | Office Equipment/Furnishings | 800 | - | - | 800 | 0.00% |
| 37 | 640457 | Postage | 1,000 | 81 | 321 | 679 | 32.05% |
| 38 | 644400 | Janitorial & Cleaning | 1,700 | 31 | 149 | 1,551 | 8.77% |
| 39 | 644650 | Building Maintenance Charges | 2,400 | 73 | 366 | 2,034 | 15.26% |
| 40 | 647030 | Travel and Training | 1,700 | 429 | 1,052 | 648 | 61.91% |
| 41 | 649843 | Telephone | 1,200 | 80 | 411 | 789 | 34.22% |
| 42 | 649989 | Dues | 200 | - | - | 200 | 0.00% |
| 43 | 652080 | Internet Services | 500 | 21 | 103 | 397 | 20.53% |
| 44 | 702013 | Audit | 800 | - | - | 800 | 0.00% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|--------|---------------------------------------|----------------|---------------------------|-----------------------|-------------------------|------------------|
| 45 | 702020 | Judge Contract Services | 30,600 | 2,550 | 12,750 | 17,850 | 41.67% |
| 46 | 706076 | Legal Counsel | 300 | 411 | 595 | (295) | 198.47% |
| 47 | | Total Materials & Services | 118,700 | 9,130 | 50,756 | 67,944 | 42.76% |
| 48 | | | | | | | |
| 54 | | Total Expenses | 231,100 | 17,817 | 92,598 | 138,502 | 40.07% |
| 55 | | | | | | | |
| 56 | | Fund Balance & Contingency | | | | | |
| 57 | 900900 | Operating Contingency | 4,800 | - | - | 4,800 | - |
| 58 | | Ending Fund Balance | 11,600 | 27,874 | 19,410 | 7,810 | 167.33% |

Administration Department
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|-------------------------------|----------------|---------------------------|-----------------------|-------------------------|------------------|
| Beginning Fund Balance | 18,800 | - | 18,800 | - | 100.00% |
| Revenue | | | | | |
| Admin Charges | 434,000 | 36,167 | 180,833 | (253,167) | 41.67% |
| Other Revenue | - | - | 85 | 85 | 0.00% |
| Total Revenue | 434,000 | 36,167 | 180,919 | (253,081) | 41.69% |
| Expenditures | | | | | |
| Personnel Services | 317,000 | 24,201 | 115,157 | 201,843 | 36.33% |
| Materials & Services | 57,800 | 4,246 | 27,865 | 29,935 | 48.21% |
| Contingency | 8,600 | - | - | 8,600 | 0.00% |
| Total Expenditures | 383,400 | 28,447 | 143,022 | 240,378 | 37.30% |
| Ending Fund Balance | 69,400 | | 56,697 | | |
| | - | | - | | |

Administration Department
November 2016

Detail Report

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date | |
|----|----------------|---------------------------------------|-------------------|---------------|-----------------|------------------|----------------|
| 1 | 001-325 | Beginning Fund Balance | 18,800 | - | 18,800 | - | 100.00% |
| 2 | | | | | | | |
| 3 | 001-325 | Revenue | | | | | |
| 4 | 409300 | Admin Services Charges | 434,000 | 36,167 | 180,833 | (253,167) | 41.67% |
| 5 | 409000 | Other Revenue | - | - | 85 | 85 | 0.00% |
| 6 | | Total Revenue | 434,000 | 36,167 | 180,919 | (253,081) | 41.69% |
| 7 | | | | | | | |
| 8 | 001-325 | Personnel Services | | | | | |
| 9 | 503780 | Direct Wages | 199,400 | 16,133 | 76,195 | 123,205 | 38.21% |
| 10 | 503790 | Wages - Overtime | 500 | - | - | 500 | 0.00% |
| 11 | 513344 | FICA | 15,300 | 1,234 | 5,829 | 9,471 | 38.10% |
| 12 | 539094 | Pension - PERS | 42,100 | 2,827 | 14,499 | 27,601 | 34.44% |
| 13 | 542344 | Workers' Compensation Ins | 500 | 31 | 141 | 359 | 28.27% |
| 14 | 546833 | Insurance Benefits | 54,900 | 3,975 | 18,493 | 36,407 | 33.69% |
| 15 | 548877 | Unemployment Insurance | 4,300 | - | - | 4,300 | 0.00% |
| 16 | | Total Personnel Services | 317,000 | 24,201 | 115,157 | 201,843 | 36.33% |
| 17 | | | | | | | |
| 18 | 001-325 | Materials & Services | | | | | |
| 19 | 602171 | Insurance | 4,000 | - | 4,430 | (430) | 110.75% |
| 20 | 603200 | Bank Fees | 300 | 7 | 72 | 228 | 24.03% |
| 21 | 608925 | Computer Software Support | 600 | - | 712 | (112) | 118.71% |
| 22 | 611519 | Electricity | 2,900 | 224 | 1,113 | 1,787 | 38.39% |
| 23 | 611770 | IT Service Charges | 5,700 | 802 | 2,079 | 3,621 | 36.47% |
| 24 | 611771 | Professional Services | 3,000 | - | 900 | 2,100 | 30.00% |
| 25 | 615100 | Vehicle & Equip Maint Charges | 500 | - | - | 500 | 0.00% |
| 26 | 632677 | Office Equipment Leases | 1,800 | 209 | 797 | 1,003 | 44.26% |
| 27 | 632680 | Office Equipment/Furnishings | 1,200 | - | - | 1,200 | 0.00% |
| 28 | 636921 | Office Supplies | 1,500 | 464 | 1,977 | (477) | 131.79% |
| 29 | 637917 | Office Equipment Maintenance | 2,500 | - | - | 2,500 | 0.00% |
| 30 | 640457 | Postage | 400 | 7 | 34 | 366 | 8.43% |
| 31 | 640733 | Printing and Advertising | 2,000 | - | 1,584 | 416 | 79.20% |
| 32 | 642200 | Special Projects | 6,000 | 270 | 5,446 | 554 | 90.77% |
| 33 | 644400 | Janitorial & Cleaning | 3,500 | 697 | 3,129 | 371 | 89.40% |
| 34 | 644650 | Building Maint Charges | 5,300 | 333 | 1,323 | 3,977 | 24.96% |
| 35 | 644670 | General Supplies | 1,600 | 296 | 620 | 980 | 38.72% |
| 36 | 647030 | Travel and Training | 3,500 | 110 | 226 | 3,274 | 6.46% |
| 37 | 649843 | Telephone | 2,800 | 225 | 1,148 | 1,652 | 40.99% |
| 38 | 649989 | Dues | 1,000 | 525 | 1,550 | (550) | 155.03% |
| 39 | 652080 | Internet Services | 900 | 78 | 352 | 548 | 39.16% |
| 40 | 702013 | Audit | 800 | - | - | 800 | 0.00% |
| 41 | 706076 | Legal Counsel | 6,000 | - | 373 | 5,627 | 6.21% |
| 42 | | Total Materials & Services | 57,800 | 4,246 | 27,865 | 29,935 | 48.21% |
| 43 | | | | | | | |
| 44 | | Total Expenses | 374,800 | 28,447 | 143,022 | 231,778 | 38.16% |

45
46
47
48
49

| | | <u>Budget</u> | <u>Current Period</u> | <u>YTD Amount</u> | <u>YTD Variance</u> | <u>% to Date</u> |
|--------|---------------------------------------|---------------|---------------------------|-----------------------|-------------------------|------------------|
| | Fund Balance & Contingency | | | | | |
| 900900 | Operating Contingency | 8,600 | - | - | 8,600 | - |
| | Ending Fund Balance | 69,400 | 7,720 | 56,697 | (12,703) | 81.70% |

Non-Departmental
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|-------------------------------|------------------|---------------------------|-----------------------|-------------------------|------------------|
| Beginning Fund Balance | 2,061,000 | - | 1,975,251 | (85,749) | 95.84% |
| Revenue | | | | | |
| Taxes | 2,458,900 | 1,590,159 | 1,615,299 | (843,601) | 65.69% |
| Taxes Allocated to Depts | (2,458,900) | (1,590,159) | (1,615,299) | 843,601 | 65.69% |
| General Revenue | 519,100 | 49,474 | 198,639 | (320,461) | 38.27% |
| Rev Allocated to Depts | (511,600) | (48,762) | (195,779) | 315,821 | 38.27% |
| Other Revenue | 44,200 | 3,684 | 17,523 | (26,677) | 39.64% |
| Total Revenue | 51,700 | 4,396 | 20,383 | (31,317) | 39.43% |
| Expenditures | | | | | |
| Materials & Services | 50,600 | 12,091 | 48,061 | 2,539 | 94.98% |
| Transfers | - | - | - | - | 0.00% |
| Contingency | 151,100 | - | - | 151,100 | 0.00% |
| Total Expenditures | 201,700 | 12,091 | 48,061 | 153,639 | 23.83% |
| Ending Fund Balance | 1,911,000 | | 1,947,573 | | |
| | - | | - | | |

Non-Departmental
November 2016

Detail Report

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date | |
|----|----------------|----------------------------------|-------------------|------------------|------------------|------------------|---------------|
| 1 | 001-320 | Beginning Fund Balance | 2,061,000 | - | 1,975,251 | (85,749) | 95.84% |
| 2 | | | | | | | |
| 3 | 001-000 | Revenue - Taxes | | | | | |
| 4 | 400200 | Current Year Taxes | 2,383,400 | 1,583,360 | 1,583,360 | (800,040) | 66.43% |
| 5 | 400220 | Low Rent Housing, In Lieu of Tax | 2,700 | - | 1,029 | (1,671) | 38.10% |
| 6 | 400300 | Previously Levied Taxes | 72,800 | 6,798 | 30,910 | (41,890) | 42.46% |
| 7 | | Total Taxes | 2,458,900 | 1,590,159 | 1,615,299 | (843,601) | 65.69% |
| 8 | 409360 | Allocated to Departments | (2,458,900) | (1,590,159) | (1,615,299) | 843,601 | - |
| 9 | | | | | | | |
| 10 | 001-000 | Revenue - General | | | | | |
| 11 | 401200 | Verizon Franchise | 8,400 | - | 8,378 | (22) | 99.74% |
| 12 | 401300 | Natural Gas Franchise | 58,300 | - | - | (58,300) | 0.00% |
| 13 | 401400 | Telephone Franchise | 17,000 | - | - | (17,000) | 0.00% |
| 14 | 401500 | Comcast Cable Franchise | 63,700 | 16,933 | 33,894 | (29,806) | 53.21% |
| 15 | 401600 | EPUD Franchise | 60,300 | 4,641 | 26,300 | (34,000) | 43.62% |
| 16 | 401700 | Pacific Power Franchise | 204,800 | 17,402 | 82,711 | (122,089) | 40.39% |
| 17 | 402200 | State Liquor Tax | 87,000 | 8,545 | 35,881 | (51,119) | 41.24% |
| 18 | 402300 | Cigarette Tax | 7,600 | 661 | 4,949 | (2,651) | 65.12% |
| 19 | 408000 | Transient Room Tax | 12,000 | 1,292 | 6,526 | (5,474) | 54.39% |
| 20 | | Total General Revenue | 519,100 | 49,474 | 198,639 | (320,461) | 38.27% |
| 21 | 409350 | Allocated to Departments | (511,600) | (48,762) | (195,779) | 315,821 | - |
| 22 | | Non-Allocated | 7,500 | 712 | 2,860 | (4,640) | - |
| 23 | | | | | | | |
| 24 | 001-000 | Revenue - Other | | | | | |
| 25 | 409000 | Other Receipts | 10,000 | 62 | 2,474 | (7,526) | 24.74% |
| 26 | 409100 | Over/Under Receipts | 100 | - | - | (100) | 0.00% |
| 27 | 408325 | E Birch Settlement Principal | 400 | - | - | (400) | 0.00% |
| 28 | 408330 | E Birch Settlement Interest | 100 | - | - | (100) | 0.00% |
| 29 | 400400 | Investment Interest | 10,000 | 1,991 | 7,092 | (2,908) | 70.92% |
| 30 | 407250 | Building Rentals | 5,000 | - | - | (5,000) | 0.00% |
| 31 | 401750 | Cell Tower Lease | 16,000 | 1,344 | 6,677 | (9,323) | 41.73% |
| 32 | 402860 | Donations | 100 | - | 100 | - | 100.00% |
| 33 | 401800 | Licenses, Fees, & Permits | 1,000 | 105 | 495 | (505) | 49.50% |
| 34 | 402775 | Animal Regulation Fees | 1,500 | 182 | 685 | (815) | 45.67% |
| 35 | | Total Other Revenue | 44,200 | 3,684 | 17,523 | (26,677) | 39.64% |
| 36 | | | | | | | |
| 37 | | Total Revenue | 51,700 | 4,396 | 20,383 | (31,317) | 39.43% |
| 38 | | | | | | | |
| 39 | 001-320 | Materials & Services | | | | | |
| 40 | 611771 | Professional Services | 5,000 | 1,224 | 22,224 | (17,224) | 444.48% |
| 41 | 628651 | Lane Council of Governmtns Dues | 1,300 | - | 1,174 | 126 | 90.31% |
| 42 | 629001 | League of Oregon Cities Dues | 2,300 | - | 2,210 | 90 | 96.08% |
| 43 | 641134 | Council Projects/Programs | 800 | - | 50 | 750 | 6.25% |
| 44 | 647030 | Council Travel and Training | 1,000 | - | - | 1,000 | 0.00% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|------------------|---------------------------|-----------------------|-------------------------|------------------|
| 45 | 647032 | Travel & Training | 9,000 | 689 | 2,363 | 6,637 | 26.25% |
| 46 | 647050 | Public Relations | 1,100 | - | - | 1,100 | 0.00% |
| 47 | 648800 | Employee Recognition | 1,100 | - | 85 | 1,015 | 7.77% |
| 48 | 702000 | Grant to Historical Society | 2,000 | - | 2,000 | - | 100.00% |
| 49 | 706076 | Legal Counsel | 23,000 | 10,178 | 17,955 | 5,045 | 78.06% |
| 50 | 723455 | Tourism Promotions | 4,000 | - | - | 4,000 | 0.00% |
| 51 | | Total Materials & Services | 50,600 | 12,091 | 48,061 | 2,539 | 94.98% |
| 52 | | | | | | | |
| 53 | 001-320 | Transfers | | | | | |
| 54 | 900018 | Transfer To Building Reserve | - | - | - | - | 0.00% |
| 55 | 900040 | Transfer to Bldg Rep Reserve | - | - | - | - | 0.00% |
| 56 | | Total Transfers | - | - | - | - | 0.00% |
| 57 | | | | | | | |
| 58 | | Fund Balance & Contingency | | | | | |
| 59 | 900900 | Operating Contingency | 151,100 | - | - | 151,100 | - |
| 60 | | Ending Fund Balance | 1,911,000 | (7,695) | 1,947,573 | 36,573 | 101.91% |

Building & Planning
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|-------------------------------|----------------|---------------------------|-----------------------|-------------------------|------------------|
| Beginning Fund Balance | 22,300 | - | 22,300 | - | 100.00% |
| Revenue | | | | | |
| Building Permits | 210,200 | 16,806 | 52,683 | (157,517) | 25.06% |
| Plan Review Fees | 45,000 | 2,464 | 17,075 | (27,925) | 37.95% |
| Land Use Applications | 18,000 | - | 4,690 | (13,310) | 26.06% |
| Admin On SDC Fees | 25,000 | - | 8,696 | (16,304) | 34.79% |
| General Revenue | 107,000 | 10,197 | 40,939 | (66,061) | 38.26% |
| Property Taxes | 49,200 | 31,803 | 32,306 | (16,894) | 65.66% |
| Other Revenue | - | - | 51 | 51 | 0.00% |
| Total Revenue | 454,400 | 61,269 | 156,442 | (297,958) | 34.43% |
| Expenditures | | | | | |
| Personnel Services | 175,700 | 14,119 | 70,154 | 105,546 | 39.93% |
| Materials & Services | 269,700 | 24,503 | 72,040 | 197,660 | 26.71% |
| Contingency | 9,000 | - | - | 9,000 | 0.00% |
| Total Expenditures | 454,400 | 38,622 | 142,195 | 312,205 | 31.29% |
| Ending Fund Balance | 22,300 | | 36,547 | | |
| | - | | - | | |

Building & Planning
November 2016

Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------|----------------|----------------|----------------|------------------|----------------|
| 1 | 001-330 | Beginning Fund Balance | 22,300 | - | 22,300 | - | 100.00% |
| 2 | | | | | | | |
| 3 | 001-000 | Revenue | | | | | |
| 4 | 402100 | Building Permits | 109,500 | 11,046 | 31,057 | (78,443) | 28.36% |
| 5 | 402110 | Mechanical Permit Fees | 19,200 | 319 | 4,189 | (15,011) | 21.82% |
| 6 | 402120 | Electrical Permit Fee | 29,900 | 1,402 | 5,235 | (24,665) | 17.51% |
| 7 | 402130 | Plumbing Permit Fees | 42,800 | 3,876 | 11,252 | (31,548) | 26.29% |
| 8 | 402150 | Plans Review Fees | 45,000 | 2,464 | 17,075 | (27,925) | 37.95% |
| 9 | 402155 | Clair Co. Surplus Charges | 5,000 | - | 289 | (4,711) | 5.78% |
| 10 | 402175 | Bldg Permit Admin Fees - City | 2,300 | 89 | 287 | (2,013) | 12.46% |
| 11 | 402180 | Land Use Applications | 18,000 | - | 4,690 | (13,310) | 26.06% |
| 12 | 402185 | Admin on SDC Fees | 25,000 | - | 8,696 | (16,304) | 34.79% |
| 13 | 402199 | Bldg/Plng - Misc Receipts | 1,500 | 75 | 375 | (1,125) | 25.00% |
| 14 | 409310 | General Revenue | 107,000 | 10,197 | 40,939 | (66,061) | 38.26% |
| 15 | 400200 | Property Taxes | 49,200 | 31,803 | 32,306 | (16,894) | 65.66% |
| 16 | 409000 | Other Revenue | - | - | 51 | 51 | 0.00% |
| 17 | | Total Revenue | 454,400 | 61,269 | 156,442 | (297,958) | 34.43% |
| 18 | | | | | | | |
| 19 | 001-330 | Personnel Services | | | | | |
| 20 | 503780 | Direct Wages | 103,500 | 8,552 | 42,408 | 61,092 | 40.97% |
| 21 | 503790 | Overtime | 800 | - | - | 800 | 0.00% |
| 22 | 513344 | FICA | 8,000 | 647 | 3,206 | 4,794 | 40.08% |
| 23 | 539094 | Pension - PERS | 20,000 | 1,629 | 8,081 | 11,919 | 40.40% |
| 24 | 542344 | Workers' Compensation Ins | 300 | 13 | 62 | 238 | 20.68% |
| 25 | 546833 | Insurance Benefits | 40,200 | 3,279 | 16,397 | 23,803 | 40.79% |
| 26 | 548877 | Unemployment Insurance | 2,900 | - | - | 2,900 | 0.00% |
| 27 | | Total Personnel Services | 175,700 | 14,119 | 70,154 | 105,546 | 39.93% |
| 28 | | | | | | | |
| 29 | 001-330 | Materials & Services | | | | | |
| 30 | 601100 | Administrative Charges | 34,900 | 2,908 | 14,542 | 20,358 | 41.67% |
| 31 | 603200 | Bank Fees | 800 | 65 | 315 | 485 | 39.42% |
| 32 | 608925 | Computer Software Support | 1,300 | - | 929 | 371 | 71.43% |
| 33 | 611519 | Electricity | 900 | 66 | 369 | 531 | 41.00% |
| 34 | 611770 | IT Service Charges | 2,000 | 79 | 395 | 1,605 | 19.76% |
| 35 | 622171 | Insurance | 4,300 | - | 4,956 | (656) | 115.26% |
| 36 | 632677 | Office Equipment Leases | 1,000 | 104 | 423 | 577 | 42.31% |
| 37 | 632678 | Computer/Office Equipment Main | 100 | - | - | 100 | 0.00% |
| 38 | 632680 | Office Equipment/Furnishings | 300 | - | - | 300 | 0.00% |
| 39 | 636921 | Office Supplies | 3,000 | 120 | 550 | 2,450 | 18.33% |
| 40 | 640457 | Postage | 1,200 | 12 | 289 | 911 | 24.05% |
| 41 | 640733 | Printing and Advertising | 3,000 | 195 | 2,456 | 544 | 81.88% |
| 42 | 641134 | Program Costs - Planning | 2,000 | - | - | 2,000 | 0.00% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|--------|---------------------------------------|----------------|---------------------------|-----------------------|-------------------------|------------------|
| 43 | 644400 | Janitorial & Cleaning | 1,000 | 15 | 77 | 923 | 7.75% |
| 44 | 644650 | Building Maint Charges | 1,600 | 47 | 598 | 1,002 | 37.40% |
| 45 | 647030 | Travel and Training | 500 | 549 | 671 | (171) | 134.17% |
| 46 | 647050 | Public Relations | 200 | - | - | 200 | 0.00% |
| 47 | 649843 | Telephone | 2,000 | 126 | 840 | 1,160 | 41.98% |
| 48 | 649989 | Dues | 200 | - | - | 200 | 0.00% |
| 49 | 652080 | Internet Services | 900 | 53 | 261 | 639 | 28.96% |
| 50 | 702013 | Audit | 1,700 | - | - | 1,700 | 0.00% |
| 51 | 706076 | Legal Counsel | 12,000 | 1,627 | 2,220 | 9,780 | 18.50% |
| 52 | 723440 | Building Official Contract | 184,800 | 18,537 | 42,150 | 142,650 | 22.81% |
| 53 | 723445 | Planning Services Contracted | 10,000 | - | - | 10,000 | 0.00% |
| 54 | | Total Materials & Services | 269,700 | 24,503 | 72,040 | 197,660 | 26.71% |
| 55 | | | | | | | |
| 61 | | Total Expenses | 445,400 | 38,622 | 142,195 | 303,205 | 31.93% |
| 62 | | | | | | | |
| 63 | | Fund Balance & Contingency | | | | | |
| 64 | 900900 | Operating Contingency | 9,000 | - | - | 9,000 | - |
| 65 | | Ending Fund Balance | 22,300 | 22,648 | 36,547 | 14,247 | 163.89% |

Police Department
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|-------------------------------|------------------|---------------------------|-----------------------|-------------------------|------------------|
| Beginning Fund Balance | 136,000 | - | 136,000 | - | 100.00% |
| Revenue | | | | | |
| Dispatch Contracts | 96,200 | 300 | 48,734 | (47,466) | 50.66% |
| Fees | 12,000 | 891 | 4,450 | (7,550) | 37.08% |
| Grants | 67,000 | - | 71 | (66,929) | 0.11% |
| School Reimbursements | 20,000 | - | 10,000 | (10,000) | 50.00% |
| General Revenue | 128,800 | 12,275 | 49,282 | (79,518) | 38.26% |
| Property Taxes | 1,819,600 | 1,176,718 | 1,195,321 | (624,279) | 65.69% |
| Other Revenue | - | - | 4,629 | 4,629 | 0.00% |
| Total Revenue | 2,143,600 | 1,190,183 | 1,312,488 | (831,112) | 61.23% |
| Expenditures | | | | | |
| Personnel Services | 1,574,000 | 113,410 | 572,881 | 1,001,119 | 36.40% |
| Materials & Services | 555,700 | 41,348 | 239,998 | 315,702 | 43.19% |
| Contingency | 48,400 | - | - | 48,400 | 0.00% |
| Total Expenditures | 2,178,100 | 154,758 | 812,879 | 1,365,221 | 37.32% |
| Ending Fund Balance | 101,500 | | 635,609 | | |

Special Police Programs Fund

| | | | | | |
|----------------------------|---------------|--------------|---------------|----------------|---------------|
| Resources | | | | | |
| Beginning Balance | 15,600 | - | 14,407 | (1,193) | 92.35% |
| Shop with a Cop | 1,900 | 1,350 | 1,350 | (550) | 71.05% |
| K9 Program | - | - | 15 | 15 | 0.00% |
| Reserve Police Officers | 2,100 | - | 1,292 | (808) | 61.52% |
| Interest | 100 | 12 | 56 | (44) | 56.27% |
| Total Resources | 19,700 | 1,362 | 17,120 | (2,580) | 86.90% |
| Expenditures | | | | | |
| Personnel Services | - | - | - | - | 0.00% |
| Materials & Services | 19,600 | - | 473 | 19,127 | 2.41% |
| Total Expenditures | 19,600 | - | 473 | 19,127 | 2.41% |
| Ending Fund Balance | 100 | | 16,647 | | |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|--|--------|-------------------|---------------|-----------------|-----------|
| | - | | - | | |

Police Vehicle & Equipment Fund

Resources

| | | | | | |
|----------------------------|---------------|-----------|---------------|-----------|----------------|
| Beginning Balance | 52,200 | - | 52,254 | 54 | 100.10% |
| Transfer from General Fund | - | - | - | - | 0.00% |
| Interest | 200 | 35 | 186 | (14) | 92.86% |
| Total Resources | 52,400 | 35 | 52,440 | 40 | 100.08% |

Expenditures

| | | | | | |
|---------------------------|---------------|----------|--------------|---------------|---------------|
| Capital Outlay | 25,000 | - | 2,598 | 22,402 | 10.39% |
| Total Expenditures | 25,000 | - | 2,598 | 22,402 | 10.39% |

| | | | | | |
|----------------------------|---------------|--|---------------|--|--|
| Ending Fund Balance | 27,400 | | 49,841 | | |
| | - | | - | | |

Police Department
November 2016

Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------|------------------|------------------|------------------|------------------|----------------|
| 1 | 001-710 | Beginning Fund Balance | 136,000 | - | 136,000 | - | 100.00% |
| 2 | | | | | | | |
| 3 | 001-710 | Revenue | | | | | |
| 4 | 402650 | JCRFPD Dispatching Contract | 45,000 | - | 22,498 | (22,502) | 50.00% |
| 5 | 402740 | Coburg Dispatching Contract | 50,000 | - | 25,036 | (24,964) | 50.07% |
| 6 | 402742 | Other Dispatch Contracts | 1,200 | 300 | 1,200 | - | 100.00% |
| 7 | 403111 | Jail Booking Fees | 1,000 | 50 | 300 | (700) | 30.00% |
| 8 | 403125 | Assessments for Training | 11,000 | 841 | 4,150 | (6,850) | 37.73% |
| 9 | 402780 | Grant: Local Law Enforcement | 3,000 | - | 71 | (2,929) | 2.36% |
| 10 | 403280 | Grant: COPS | 64,000 | - | - | (64,000) | 0.00% |
| 11 | 405200 | School Reimbursements | 20,000 | - | 10,000 | (10,000) | 50.00% |
| 12 | 409310 | General Revenue | 128,800 | 12,275 | 49,282 | (79,518) | 38.26% |
| 13 | 400200 | Property Taxes | 1,819,600 | 1,176,718 | 1,195,321 | (624,279) | 65.69% |
| 14 | 409000 | Other Revenue | - | - | 4,629 | 4,629 | 0.00% |
| 15 | | Total Revenue | 2,143,600 | 1,190,183 | 1,312,488 | (831,112) | 61.23% |
| 16 | | | | | | | |
| 17 | 001-710 | Personnel Services | | | | | |
| 18 | 503780 | Direct Wages | 904,000 | 64,654 | 339,191 | 564,809 | 37.52% |
| 19 | 503790 | Wages Overtime Police Officers | 49,400 | 4,461 | 19,441 | 29,959 | 39.35% |
| 20 | 503795 | Wages Overtime Comm Officers | 25,100 | 3,415 | 14,536 | 10,564 | 57.91% |
| 21 | 513344 | FICA | 74,900 | 5,495 | 28,278 | 46,622 | 37.75% |
| 22 | 539094 | Pension - PERS | 205,000 | 14,138 | 70,507 | 134,493 | 34.39% |
| 23 | 542344 | Workers' Compensation Ins | 27,100 | 1,000 | 7,257 | 19,843 | 26.78% |
| 24 | 546833 | Insurance Benefits | 267,400 | 20,247 | 91,063 | 176,337 | 34.06% |
| 25 | 548877 | Unemployment Insurance | 21,100 | - | 2,608 | 18,492 | 12.36% |
| 26 | | Total Personnel Services | 1,574,000 | 113,410 | 572,881 | 1,001,119 | 36.40% |
| 27 | | | | | | | |
| 28 | 001-710 | Materials & Services | | | | | |
| 29 | 601100 | Administrative Charges | 214,100 | 17,842 | 89,208 | 124,892 | 41.67% |
| 30 | 602171 | Insurance | 32,200 | - | 35,168 | (2,968) | 109.22% |
| 31 | 603200 | Bank Fees | 600 | 58 | 383 | 217 | 63.80% |
| 32 | 606085 | Crime Prevention | 2,600 | - | - | 2,600 | 0.00% |
| 33 | 608925 | Computer Software Support | 3,200 | - | 2,505 | 695 | 78.29% |
| 34 | 611519 | Electricity | 8,800 | 632 | 3,116 | 5,684 | 35.41% |
| 35 | 611770 | IT Services Charges | 15,000 | 2,141 | 8,682 | 6,318 | 57.88% |
| 36 | 611771 | Professional Services | 3,100 | - | 2,240 | 860 | 72.26% |
| 37 | 612080 | Patrol Equipment & Supplies | 23,200 | 1,551 | 9,061 | 14,139 | 39.06% |
| 38 | 615018 | Fuel and Tires | 36,800 | 1,734 | 10,225 | 26,575 | 27.79% |
| 39 | 615100 | Vehicle & Equip Maint Charges | 51,100 | 5,157 | 22,341 | 28,759 | 43.72% |
| 40 | 622060 | Animal Regulation Expenses | 500 | - | 17 | 483 | 3.40% |
| 41 | 623423 | Jail Costs | 25,800 | 2,827 | 10,125 | 15,675 | 39.24% |
| 42 | 623425 | Preventative Medical/OSHA | 1,000 | - | 180 | 820 | 18.00% |
| 43 | 624624 | Investigations | 3,600 | 421 | 1,060 | 2,540 | 29.44% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|--------|---------------------------------------|------------------|------------------|----------------|------------------|----------------|
| 44 | 632677 | Copier Lease/Maint Agreement | 2,100 | 83 | 523 | 1,577 | 24.89% |
| 45 | 632679 | Maint Agrmnt - Radios | 7,200 | 420 | 1,353 | 5,847 | 18.79% |
| 46 | 636921 | Office Supplies | 6,700 | 610 | 3,038 | 3,662 | 45.34% |
| 47 | 640457 | Postage | 1,000 | 54 | 288 | 712 | 28.79% |
| 48 | 640733 | Printing and Advertising | 1,000 | 183 | 649 | 351 | 64.90% |
| 49 | 644650 | Building Maintenance Charges | 7,600 | 437 | 5,674 | 1,926 | 74.66% |
| 50 | 644660 | Repair & Care of City Property | 3,200 | 183 | 917 | 2,283 | 28.64% |
| 51 | 647030 | Travel and Training | 15,500 | 943 | 7,063 | 8,437 | 45.57% |
| 52 | 647050 | Public Relations | 1,100 | 25 | 224 | 876 | 20.36% |
| 53 | 649843 | Telephone | 22,700 | 1,501 | 8,382 | 14,318 | 36.93% |
| 54 | 649989 | Dues | 500 | - | 170 | 330 | 34.00% |
| 55 | 652080 | Internet Services | 4,100 | 332 | 1,628 | 2,472 | 39.71% |
| 56 | 653333 | Uniforms | 8,200 | 1,213 | 2,963 | 5,237 | 36.14% |
| 57 | 654324 | Ammo & Shooting Supplies | 8,200 | 600 | 2,863 | 5,337 | 34.92% |
| 58 | 701202 | Application Support | 13,000 | - | 2,460 | 10,540 | 18.92% |
| 59 | 702013 | Audit | 5,100 | - | - | 5,100 | 0.00% |
| 60 | 706050 | Policy Manual | 3,100 | - | - | 3,100 | 0.00% |
| 61 | 706076 | Legal Counsel | 15,500 | 1,646 | 4,531 | 10,969 | 29.23% |
| 62 | 706100 | Labor Attorney | 2,100 | - | 281 | 1,820 | 13.36% |
| 63 | 706150 | Hiring Process | 6,200 | 755 | 2,681 | 3,519 | 43.24% |
| 64 | | Total Materials & Services | 555,700 | 41,348 | 239,998 | 315,702 | 43.19% |
| 65 | | | | | | | |
| 66 | | Total Expenses | 2,129,700 | 154,758 | 812,879 | 1,316,821 | 38.17% |
| 67 | | | | | | | |
| 68 | | Fund Balance & Contingency | | | | | |
| 69 | 900900 | Operating Contingency | 48,400 | - | - | 48,400 | - |
| 70 | | Ending Fund Balance | 101,500 | 1,035,425 | 635,609 | 534,109 | 626.22% |

Special Police Programs Fund

| | | | | | | | |
|----|----------------|--|--------------|--------------|--------------|----------------|----------------|
| 1 | 339-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 15,600 | - | 14,407 | (1,193) | 92.35% |
| 2 | | | | | | | |
| 3 | 339-000 | Revenue | | | | | |
| 4 | 400400 | Investment Interest | 100 | 12 | 56 | (44) | 56.27% |
| 5 | 400512 | Donations-Shop w/Cop | 1,900 | 1,350 | 1,350 | (550) | 71.05% |
| 6 | 400514 | Donations-K9 Program | - | - | 15 | 15 | 0.00% |
| 7 | 400520 | Donations-Reserves | 2,000 | - | 1,292 | (708) | 64.60% |
| 8 | 400662 | Fundraising-Reserves | 100 | - | - | (100) | 0.00% |
| 9 | | Total Revenue | 4,100 | 1,362 | 2,713 | (1,387) | 66.18% |
| 10 | | | | | | | |
| 11 | 339-100 | Materials & Services-Shop w/Cop | | | | | |
| 12 | 642200 | Gift Purchases-Shop w Cop | 3,900 | - | - | 3,900 | 0.00% |
| 13 | 644610 | Participants Meals Exp-Shop | 200 | - | - | 200 | 0.00% |
| 14 | | Total Materials & Services | 4,100 | - | - | 4,100 | 100.00% |
| 15 | | | | | | | |
| 16 | 339-400 | Materials & Services - K9 | | | | | |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|--|--------------|----------------|---------------|---------------|------------------|
| 17 | 644670 | Supplies-K9 | 5,600 | - | - | 5,600 | 0.00% |
| 18 | | Total Materials & Services | 5,600 | - | - | 5,600 | 100.00% |
| 19 | | | | | | | |
| 20 | 339-450 | Materials & Services-Reserves | | | | | |
| 21 | 644670 | Supplies | 5,000 | - | 172 | 4,828 | 3.44% |
| 22 | 647030 | Travel & Training | 4,900 | - | 301 | 4,599 | 6.15% |
| 23 | | Total Materials & Services | 9,900 | - | 473 | 9,427 | 95.22% |
| 24 | | | | | | | |
| 25 | 339-900 | Fund Balance | | | | | |
| 26 | 999000 | Unapp Ending Fund Balance | 100 | 1,362 | 16,647 | 16,547 | |
| 27 | | Total | 100 | 1,362 | 16,647 | 16,547 | 16646.66% |
| | | | - | - | - | | |

Police Vehicle & Equipment Fund

| | | | | | | | |
|----|----------------|------------------------------|---------------|-----------|---------------|-----------------|----------------|
| 1 | 301-000 | Resources | | | | | |
| 2 | 400100 | Beginning Fund Balance | 52,200 | - | 52,254 | 54 | 100.10% |
| 3 | | | | | | | |
| 4 | 301-000 | Revenue | | | | | |
| 5 | 400400 | Interest | 200 | 35 | 186 | (14) | 92.86% |
| 6 | 400540 | Transfer from General Fund | - | - | - | - | 0.00% |
| 7 | | Total Revenue | 200 | 35 | 186 | (14) | 92.86% |
| 8 | | | | | | | |
| 9 | 339-450 | Capital Outlay | | | | | |
| 10 | 800600 | Equipment Acquisition | 25,000 | - | 2,598 | 22,402 | 10.39% |
| 11 | | Total Capital Outlay | 25,000 | - | 2,598 | 22,402 | 89.61% |
| 12 | | | | | | | |
| 13 | 301-100 | Fund Balance | | | | | |
| 14 | 902000 | Reserved Future Expenditures | 26,900 | - | - | (26,900) | |
| 15 | 999000 | Unapp Ending Fund Balance | 500 | 35 | 49,841 | 4,538 | |
| 16 | | Total | 27,400 | 35 | 49,841 | (22,362) | 181.90% |
| | | | - | - | - | | |

Community Services
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|---------------|---------------------------|-----------------------|-------------------------|------------------|
| Community Center | | | | | |
| Beginning Balance | 9,200 | - | 10,713 | 1,513 | 116.45% |
| Revenue | | | | | |
| Program Revenue | 30,500 | 1,268 | 11,329 | (19,172) | 37.14% |
| Grant Revenue | 1,500 | - | - | (1,500) | 0.00% |
| Transfer from General Fund | 31,200 | - | 15,000 | (16,200) | 48.08% |
| Other Revenue | - | 300 | 657 | 657 | 0.00% |
| Interest | 100 | 4 | 39 | (61) | 38.59% |
| Total Revenue | 63,300 | 1,572 | 27,024 | (36,276) | 42.69% |
| Total Resources | 72,500 | 1,572 | 37,737 | 34,763 | 52.05% |
| Expenditures | | | | | |
| Personnel Services | 27,000 | - | 13,546 | 13,454 | 50.17% |
| Materials & Services | 34,900 | 2,690 | 18,586 | 16,314 | 53.26% |
| Contingency | 1,300 | - | - | 1,300 | 0.00% |
| Total Expenditures | 63,200 | 2,690 | 32,132 | 31,068 | 50.84% |
| Ending Fund Balance | 9,300 | | 5,606 | | |
| | - | | - | | |

Viking Sal Senior Center Fund

| | | | | | |
|----------------------------|----------------|--------------|---------------|-----------------|---------------|
| Beginning Balance | 34,200 | - | 42,775 | 8,575 | 125.07% |
| Revenue | | | | | |
| Program Revenue | 31,200 | 5,635 | 12,009 | (19,191) | 38.49% |
| Grant Revenue | 1,500 | - | - | (1,500) | 0.00% |
| Fundraising | 18,000 | 981 | 9,171 | (8,829) | 50.95% |
| Donations | 3,000 | 225 | 391 | (2,609) | 13.03% |
| Transfer from General Fund | 55,100 | - | - | (55,100) | 0.00% |
| Other Revenue | 1,500 | - | 559 | (941) | 37.27% |
| Interest | 300 | 11 | 90 | (210) | 30.01% |
| Total Revenue | 110,600 | 6,852 | 22,220 | (88,380) | 20.09% |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|----------------|----------------|---------------|---------------|---------------|
| Total Resources | 144,800 | 6,852 | 64,995 | 79,805 | 44.89% |
| Expenditures | | | | | |
| Personnel Services | 68,400 | 5,216 | 26,682 | 41,718 | 39.01% |
| Materials & Services | 55,300 | 2,832 | 22,054 | 33,246 | 39.88% |
| Contingency | 2,500 | - | - | 2,500 | 0.00% |
| Total Expenditures | 126,200 | 8,048 | 48,736 | 77,464 | 38.62% |
| Ending Fund Balance | 18,600 | | 16,258 | | |
| | - | | - | | |

Swimming Pool

| | | | | | |
|----------------------------|----------------|---------------|----------------|-----------------|---------------|
| Beginning Balance | 5,700 | - | 5,700 | - | 100.00% |
| Revenue | | | | | |
| Program Fees | 42,400 | - | 21,120 | (21,280) | 49.81% |
| General Revenue | 9,700 | 925 | 3,715 | (5,985) | 38.29% |
| Property Taxes | 68,000 | 44,047 | 44,744 | (23,256) | 65.80% |
| Other Revenue | - | - | 342 | 342 | 0.00% |
| Total Resources | 120,100 | 44,973 | 69,920 | (50,180) | 58.22% |
| Expenditures | | | | | |
| Personnel Services | 71,000 | - | 60,488 | 10,512 | 85.19% |
| Materials & Services | 41,200 | 1,439 | 20,173 | 21,027 | 48.96% |
| Transfers | 5,600 | - | - | 5,600 | 0.00% |
| Contingency | 2,300 | - | - | 2,300 | 0.00% |
| Total Expenditures | 120,100 | 1,439 | 80,662 | 39,438 | 67.16% |
| Ending Fund Balance | 5,700 | | (5,041) | | |
| | - | | - | | |

Parks

| | | | | | |
|------------------------|---------|--------|--------|----------|---------|
| Beginning Fund Balance | 8,900 | - | 8,900 | - | 100.00% |
| Revenue | | | | | |
| General Revenue | 93,200 | 8,881 | 35,656 | (57,544) | 38.26% |
| Property Taxes | 107,000 | 69,172 | 70,266 | (36,735) | 65.67% |
| Other Revenue | - | - | 342 | 342 | 0.00% |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|----------------|----------------|----------------|-----------------|---------------|
| Total Revenue | 200,200 | 78,053 | 106,263 | (93,937) | 53.08% |
| Expenditures | | | | | |
| Personnel Services | 105,400 | 7,732 | 45,230 | 60,170 | 42.91% |
| Materials & Services | 71,300 | 3,726 | 28,070 | 43,230 | 39.37% |
| Transfers | 19,900 | - | - | 19,900 | 0.00% |
| Contingency | 3,600 | - | - | 3,600 | 0.00% |
| Total Expenditures | 200,200 | 11,459 | 73,299 | 126,901 | 36.61% |
| Ending Fund Balance | 8,900 | | 41,863 | | |
| | - | | - | | |

Library

| | | | | | |
|----------------------------|----------------|---------------|----------------|----------------|---------------|
| Beginning Fund Balance | 10,700 | - | 10,700 | - | 100.00% |
| Revenue | | | | | |
| Library Receipts | 5,300 | 380 | 1,694 | (3,606) | 31.97% |
| Grants | 1,800 | - | 500 | (1,300) | 27.78% |
| General Revenue | 78,100 | 7,446 | 29,895 | (48,205) | 38.28% |
| Property Taxes | 132,700 | 85,869 | 87,226 | (45,474) | 65.73% |
| Other Revenue | - | - | 51 | 51 | 0.00% |
| Total Resources | 217,900 | 93,694 | 119,367 | (4,906) | 54.78% |
| Expenditures | | | | | |
| Personnel Services | 135,600 | 10,745 | 55,829 | 79,771 | 41.17% |
| Materials & Services | 78,000 | 6,213 | 37,287 | 40,713 | 47.80% |
| Contingency | 4,300 | - | - | - | 0.00% |
| Total Expenditures | 217,900 | 16,958 | 93,117 | 120,483 | 42.73% |
| Ending Fund Balance | 10,700 | | 36,950 | | |
| | - | | - | | |

Community Services Administration

| | | | | | |
|------------------------|--------|-------|--------|----------|---------|
| Beginning Fund Balance | 10,300 | - | 10,300 | - | 100.00% |
| Revenue | | | | | |
| General Revenue | 61,600 | 5,873 | 23,578 | (38,022) | 38.28% |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|----------------|----------------|----------------|------------------|---------------|
| Property Taxes | 233,200 | 150,747 | 153,130 | (80,070) | 65.66% |
| Other Revenue | - | - | 290 | 290 | 0.00% |
| Total Resources | 294,800 | 156,620 | 176,999 | (117,801) | 60.04% |
| Expenditures | | | | | |
| Personnel Services | 170,000 | 13,637 | 68,371 | 101,629 | 40.22% |
| Materials & Services | 34,400 | 2,274 | 12,590 | 21,810 | 36.60% |
| Transfers | 86,300 | - | 15,000 | 100,229 | 17.38% |
| Contingency | 4,100 | - | - | 4,100 | 0.00% |
| Total Expenditures | 294,800 | 15,911 | 95,961 | 227,769 | 32.55% |
| Ending Fund Balance | 10,300 | | 91,338 | | |
| | - | | - | | |

Library Equipment Reserve Fund

Resources

| | | | | | |
|----------------------------|---------------|----------|---------------|--------------|---------------|
| Beginning Balance | 13,600 | - | 13,154 | (446) | 96.72% |
| Transfer from General Fund | - | - | - | - | 0.00% |
| Interest | 100 | 9 | 49 | (51) | 48.70% |
| Total Resources | 13,700 | 9 | 13,203 | (497) | 96.37% |

Expenditures

| | | | | | |
|---------------------------|--------------|----------|----------|--------------|--------------|
| Materials & Services | - | - | - | - | 0.00% |
| Capital Outlay | 3,000 | - | - | 3,000 | 0.00% |
| Total Expenditures | 3,000 | - | - | 3,000 | 0.00% |

| | | | | | |
|----------------------------|---------------|--|---------------|--|--|
| Ending Fund Balance | 10,700 | | 13,203 | | |
| | - | | - | | |

Park & Pool Equipment Reserve Fund

Resources

| | | | | | |
|----------------------------|---------------|-----------|---------------|-----------------|---------------|
| Beginning Balance | 49,800 | - | 39,847 | (9,953) | 80.01% |
| Transfer from General Fund | 25,500 | - | - | (25,500) | 0.00% |
| Interest | 200 | 25 | 136 | (64) | 68.09% |
| Total Resources | 75,500 | 25 | 39,983 | (35,517) | 52.96% |

Expenditures

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|---------------|----------------|---------------|---------------|--------------|
| Materials & Services | - | - | - | - | 0.00% |
| Capital Outlay | 42,000 | - | 3,427 | 38,573 | 8.16% |
| Total Expenditures | 42,000 | - | 3,427 | 38,573 | 8.16% |
| Ending Fund Balance | 33,500 | | 36,556 | | |
| | - | | - | | |

Park System Development Fund

Resources

| | | | | | |
|-------------------------|----------------|------------|----------------|-----------------|---------------|
| Beginning Balance | 367,100 | - | 380,249 | 13,149 | 103.58% |
| System Development Fees | 70,000 | - | 10,947 | (59,053) | 15.64% |
| Interest | 2,000 | 272 | 1,432 | (568) | 71.59% |
| Total Resources | 439,100 | 272 | 392,628 | (46,472) | 89.42% |

Expenditures

| | | | | | |
|---------------------------|---------------|----------|----------|---------------|--------------|
| Capital Outlay | 50,000 | - | - | 50,000 | 0.00% |
| Total Expenditures | 50,000 | - | - | 50,000 | 0.00% |

| | | | | | |
|----------------------------|----------------|--|----------------|--|--|
| Ending Fund Balance | 389,100 | | 392,628 | | |
| | - | | - | | |

Community Services Department
November 2016

Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|-------------------------|----------------|---------------------------------|---------------|-------------------|---------------|-----------------|---------------|
| Community Center | | | | | | | |
| 1 | 400100 | Beginning Fund Balance | 9,200 | - | 10,713 | 1,513 | 116.45% |
| 2 | | | | | | | |
| 3 | 012-000 | Revenue | | | | | |
| 4 | 400400 | Investment Interest | 100 | 4 | 39 | (61) | 38.59% |
| 5 | 400540 | Transfer from General Fund | 31,200 | - | 15,000 | (16,200) | 48.08% |
| 6 | 400650 | Grant: Other | 1,500 | - | - | (1,500) | 0.00% |
| 7 | 400700 | Operations Fees | 200 | - | 525 | 325 | 262.50% |
| 8 | 400725 | Event Sponsorships | 1,200 | - | - | (1,200) | 0.00% |
| 9 | 400730 | Summer Program | 10,500 | - | 4,520 | (5,980) | 43.05% |
| 10 | 400800 | Youth Fundraising | 800 | - | - | (800) | 0.00% |
| 11 | 400840 | Donations | - | 300 | 452 | 452 | 0.00% |
| 12 | 400850 | Rentals | 1,000 | 30 | 289 | (711) | 28.88% |
| 13 | 400870 | Fundraising Events | 4,000 | 84 | 84 | (3,916) | 2.09% |
| 14 | 400880 | Spring Program | 800 | - | - | (800) | 0.00% |
| 15 | 400890 | Instructor Fees | 11,000 | 1,154 | 5,911 | (5,089) | 53.74% |
| 16 | 400891 | Sharing Tree Program | 1,000 | - | - | (1,000) | 0.00% |
| 17 | 409000 | Other Revenue | - | - | 205 | 205 | 0.00% |
| 18 | | Total Revenue | 63,300 | 1,572 | 27,024 | (36,276) | 42.69% |
| 19 | | | | | | | |
| 20 | 012-100 | Personnel Services | | | | | |
| 21 | 503780 | Direct Wages | 23,100 | - | 10,757 | 12,343 | 46.57% |
| 22 | 503790 | Wages - Overtime | - | - | - | - | 0.00% |
| 23 | 513344 | FICA | 1,800 | - | 823 | 977 | 45.72% |
| 24 | 539094 | Pension - PERS | - | - | 1,688 | (1,688) | 0.00% |
| 25 | 542344 | Workers' Compensation Ins | 1,200 | - | 278 | 922 | 23.18% |
| 26 | 546833 | Insurance Benefits | - | - | - | - | 0.00% |
| 27 | 548877 | Unemployment Insurance | 900 | - | - | 900 | 0.00% |
| 28 | | Total Personnel Services | 27,000 | - | 13,546 | 13,454 | 50.17% |
| 29 | | | | | | | |
| 30 | 012-100 | Materials & Services | | | | | |
| 31 | 601100 | Administrative Charges | 1,500 | 125 | 625 | 875 | 41.67% |
| 32 | 602171 | Insurance | 2,500 | - | 2,466 | 34 | 98.63% |
| 33 | 603322 | Bathroom Supplies | 300 | - | 154 | 146 | 51.47% |
| 34 | 608925 | Computer Software Support | 200 | - | 95 | 105 | 47.70% |
| 35 | 611519 | Electricity | 3,500 | 260 | 1,566 | 1,934 | 44.74% |
| 36 | 611770 | IT Service Charges | 500 | 37 | 186 | 314 | 37.19% |
| 37 | 615051 | Fundraising Expenses | 1,500 | - | - | 1,500 | 0.00% |
| 38 | 632677 | Office Equipment Leases | 200 | 127 | 483 | (283) | 241.28% |
| 39 | 632678 | Computer/Office Equip. Maint | 100 | - | - | 100 | 0.00% |
| 40 | 632680 | Office Equipment/Furnishings | 100 | - | - | 100 | 0.00% |
| 41 | 633850 | Natural Gas | 1,300 | 186 | 281 | 1,019 | 21.63% |
| 42 | 636921 | Office Supplies | 200 | 7 | 205 | (5) | 102.57% |
| 43 | 640457 | Postage | 100 | 30 | 62 | 38 | 62.45% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|---------------|----------------|---------------|----------------|---------------|
| 44 | 640733 | Printing and Advertising | 300 | - | 167 | 133 | 55.70% |
| 45 | 641134 | Program Costs | 3,000 | - | 939 | 2,061 | 31.29% |
| 46 | 641135 | Sharing Tree Program | 500 | - | - | 500 | 0.00% |
| 47 | 644400 | Janitorial/Landscape Maint | 800 | - | 524 | 276 | 65.46% |
| 48 | 644650 | Building Maintenance Charges | 7,800 | 863 | 4,961 | 2,839 | 63.60% |
| 49 | 648420 | Special Events | 300 | 3 | 124 | 176 | 41.47% |
| 50 | 648860 | Supplies | 200 | - | 157 | 43 | 78.47% |
| 51 | 649843 | Telephone | 400 | 58 | 290 | 110 | 72.47% |
| 52 | 649860 | Volunteer Expenses | 300 | - | 60 | 240 | 20.00% |
| 53 | 650100 | Instructor Fees | 9,000 | 995 | 5,241 | 3,759 | 58.24% |
| 54 | 702013 | Audit | 300 | - | - | 300 | 0.00% |
| 55 | | Total Materials & Services | 34,900 | 2,690 | 18,586 | 16,314 | 53.26% |
| 56 | | | | | | | |
| 62 | 012-100 | Fund Balance & Contingency | | | | | |
| 63 | 900900 | Operating Contingency | 1,300 | - | - | (1,300) | 0.00% |
| 64 | 999000 | Unapp Ending Fund Balance | 9,300 | (1,118) | 5,606 | (3,694) | 60.27% |
| 65 | | Total | 10,600 | (1,118) | 5,606 | (4,994) | |
| 65 | | | - | - | - | | |

Viking Sal Senior Center

| | | | | | | | |
|----|----------------|------------------------------|----------------|--------------|---------------|---------------|---------------|
| 1 | 400100 | Beginning Fund Balance | 34,200 | - | 42,775 | 8,575 | 125.07% |
| 2 | | | | | | | |
| 3 | 008-000 | Revenue | | | | | |
| 4 | 400400 | Investment Interest | 300 | 11 | 90 | 210 | 30.01% |
| 5 | 400540 | Transfer from General Fund | 55,100 | - | - | 55,100 | 0.00% |
| 6 | 400625 | Grant: Education Together Fd | 500 | - | - | 500 | 0.00% |
| 7 | 400650 | Grant: Other Sources | 1,000 | - | - | 1,000 | 0.00% |
| 8 | 400700 | Operations Fees | 1,500 | 179 | 715 | 785 | 47.70% |
| 9 | 400725 | Special Meal Sponsorships | 1,700 | 300 | 500 | 1,200 | 29.41% |
| 10 | 400735 | Nutrition Program | 11,000 | 983 | 5,946 | 5,054 | 54.05% |
| 11 | 400741 | IGA LCOG | 13,500 | 3,750 | 3,750 | 9,750 | 27.78% |
| 12 | 400810 | Senior Trip Fees | 2,000 | - | 219 | 1,781 | 10.95% |
| 13 | 400840 | Patron Donations | 3,000 | 225 | 391 | 2,609 | 13.03% |
| 14 | 400850 | Viking Sal Rentals | 1,500 | 423 | 879 | 621 | 58.60% |
| 15 | 400870 | Fundraising Events | 18,000 | 981 | 9,171 | 8,829 | 50.95% |
| 16 | 409000 | Other Receipts | 1,500 | - | 559 | 941 | 37.27% |
| 17 | | Total Revenue | 110,600 | 6,852 | 22,220 | 88,380 | 20.09% |
| 18 | | | | | | | |
| 19 | 008-678 | Personnel Services | | | | | |
| 20 | 503780 | Direct Wages | 37,500 | 3,059 | 15,791 | 21,709 | 42.11% |
| 21 | 503790 | Wages - Overtime | 700 | - | - | 700 | 0.00% |
| 22 | 513344 | FICA | 2,900 | 226 | 1,167 | 1,733 | 40.23% |
| 23 | 539094 | Pension - PERS | 6,400 | 502 | 2,593 | 3,807 | 40.51% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|---------------|-------------------|---------------|-----------------|---------------|
| 24 | 542344 | Workers' Compensation Ins | 2,500 | 46 | 216 | 2,284 | 8.62% |
| 25 | 546833 | Insurance Benefits | 17,000 | 1,383 | 6,916 | 10,084 | 40.68% |
| 26 | 548877 | Unemployment Insurance | 1,400 | - | - | 1,400 | 0.00% |
| 27 | | Total Personnel Services | 68,400 | 5,216 | 26,682 | 41,718 | 39.01% |
| 28 | | | | | | | |
| 29 | 008-678 | Materials & Services | | | | | |
| 30 | 601100 | Administrative Charges | 13,800 | 1,150 | 5,750 | 8,050 | 41.67% |
| 31 | 602171 | Insurance | 2,600 | - | 2,704 | (104) | 104.00% |
| 32 | 603200 | Bank Fees | 100 | 4 | 27 | 73 | 27.47% |
| 33 | 603322 | Bathroom Supplies | 400 | - | 237 | 163 | 59.31% |
| 34 | 608925 | Computer Software Support | 300 | - | 228 | 72 | 76.01% |
| 35 | 611519 | Electricity | 3,600 | 226 | 1,218 | 2,382 | 33.83% |
| 36 | 611770 | IT Service Charges | 1,100 | 42 | 209 | 891 | 19.02% |
| 37 | 615051 | Fundraising Expense | 7,000 | 42 | 2,251 | 4,749 | 32.16% |
| 38 | 615100 | Building Maintenance Charges | 800 | 59 | 580 | 220 | 72.56% |
| 39 | 632677 | Office Equipment Leases | 5,200 | 92 | 459 | 4,741 | 8.82% |
| 40 | 632678 | Computer/Office Equipment Main | 300 | - | - | 300 | 0.00% |
| 41 | 632690 | Office Equipment/Furnishings | 100 | - | - | 100 | 0.00% |
| 42 | 633850 | Natural Gas | 800 | 45 | 169 | 631 | 21.13% |
| 43 | 636921 | Office Supplies | 300 | - | 9 | 291 | 2.92% |
| 44 | 640457 | Postage | 600 | 5 | 31 | 569 | 5.15% |
| 45 | 640733 | Publications | 400 | - | 409 | (9) | 102.20% |
| 46 | 643300 | Kitchen Supplies | 1,200 | 215 | 784 | 416 | 65.29% |
| 47 | 644400 | Janitorial/Landscape Maint | 600 | 35 | 379 | 221 | 63.15% |
| 48 | 644660 | Building / Property Maint. | 2,500 | 84 | 884 | 1,616 | 35.37% |
| 49 | 644670 | Training | 200 | - | - | 200 | 0.00% |
| 50 | 648317 | Trips | 2,000 | - | 749 | 1,251 | 37.45% |
| 51 | 648420 | Special Events | 300 | - | 41 | 259 | 13.80% |
| 52 | 648635 | Nutrition Program | 7,500 | 686 | 4,090 | 3,410 | 54.53% |
| 53 | 648860 | Supplies | 100 | - | - | 100 | 0.00% |
| 54 | 649843 | Telephone | 1,000 | 72 | 359 | 641 | 35.87% |
| 55 | 649860 | Volunteer Expenses | 500 | - | 100 | 400 | 20.00% |
| 56 | 650100 | Instructor Fees | 100 | - | - | 100 | 0.00% |
| 57 | 652080 | Internet | 800 | 77 | 388 | 412 | 48.51% |
| 58 | 660000 | Volunteer Coordinator Expenses | 100 | - | - | 100 | 0.00% |
| 59 | 660050 | Facilities Coordinator Expense | 100 | - | - | 100 | 0.00% |
| 60 | 660100 | Assistance Coordinator | 100 | - | - | 100 | 0.00% |
| 61 | 660150 | Recreation Coordinator | 100 | - | - | 100 | 0.00% |
| 62 | 660200 | Nutrition Coordinator Expenses | 100 | - | - | 100 | 0.00% |
| 63 | 660250 | Education Coordinator Expenses | 100 | - | - | 100 | 0.00% |
| 64 | 702013 | Audit | 500 | - | - | 500 | 0.00% |
| 65 | | Total Materials & Services | 55,300 | 2,832 | 22,054 | 33,246 | 39.88% |
| 66 | | | | | | | |
| 67 | 008-678 | Fund Balance & Contingency | | | | | |
| 68 | 900900 | Operating Contingency | 2,500 | - | - | (2,500) | 0.00% |
| 69 | 999000 | Unapp Ending Fund Balance | 18,600 | (1,197) | 16,258 | 24,491 | 87.41% |
| | | Total | 21,100 | (1,197) | 16,258 | 21,991 | |

| Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|--------|----------------|------------|--------------|-----------|
|--------|----------------|------------|--------------|-----------|

- - -

Swimming Pool

| | | | | | | | |
|----|----------------|---------------------------------|----------------|---------------|---------------|-----------------|----------------|
| 1 | 001-620 | Beginning Fund Balance | 5,700 | - | 5,700 | - | 100.00% |
| 2 | | | | | | | |
| 3 | 001-620 | Revenue | | | | | |
| 4 | 400500 | Pool Daily Admissions | 9,500 | - | 6,157 | (3,344) | 64.81% |
| 5 | 400501 | School Swim Pool Rental | 900 | - | - | (900) | 0.00% |
| 6 | 400505 | Swim Pass Sales | 8,500 | - | 1,500 | (7,000) | 17.65% |
| 7 | 400550 | Pool Income - Other | 3,000 | - | 1,401 | (1,599) | 46.71% |
| 8 | 406600 | Swim Team | 1,000 | - | 125 | (875) | 12.50% |
| 9 | 406650 | Swim Lessons | 17,000 | - | 9,998 | (7,003) | 58.81% |
| 10 | 407200 | Private Pool Rentals | 2,500 | - | 1,940 | (560) | 77.60% |
| 11 | 409310 | General Revenue | 9,700 | 925 | 3,715 | (5,985) | 38.29% |
| 12 | 400200 | Property Taxes | 68,000 | 44,047 | 44,744 | (23,256) | 65.80% |
| 13 | 409000 | Other Revenue | - | - | 342 | 342 | 0.00% |
| 14 | | Total Revenue | 120,100 | 44,973 | 69,920 | (50,180) | 58.22% |
| 15 | | | | | | | |
| 16 | 001-620 | Personnel Services | | | | | |
| 17 | 503780 | Direct Wages | 60,700 | - | 54,933 | 5,767 | 90.50% |
| 18 | 503790 | Wages - Overtime | 900 | - | - | 900 | 0.00% |
| 19 | 513344 | FICA | 4,800 | - | 4,202 | 598 | 87.55% |
| 20 | 539094 | Pension - PERS | 200 | - | - | 200 | 0.00% |
| 21 | 542344 | Workers' Compensation Ins | 2,000 | - | 1,353 | 647 | 67.63% |
| 22 | 546833 | Insurance Benefits | - | - | - | - | 0.00% |
| 23 | 548877 | Unemployment Insurance | 2,400 | - | - | 2,400 | 0.00% |
| 24 | | Total Personnel Services | 71,000 | - | 60,488 | 10,512 | 85.19% |
| 25 | | | | | | | |
| 26 | 001-620 | Materials & Services | | | | | |
| 27 | 601100 | Administrative Charges | 1,800 | 150 | 750 | 1,050 | 41.67% |
| 28 | 601124 | Swim Team | 500 | - | 482 | 18 | 96.37% |
| 29 | 602171 | Insurance | 2,300 | - | 2,328 | (28) | 101.23% |
| 30 | 603200 | Bank Fees | 100 | 4 | 37 | 63 | 37.10% |
| 31 | 605917 | Chemicals | 4,500 | - | 2,410 | 2,090 | 53.55% |
| 32 | 608925 | Computer Software Support | 200 | - | 117 | 83 | 58.41% |
| 33 | 611519 | Electricity | 6,700 | - | 3,048 | 3,652 | 45.49% |
| 34 | 612080 | Pool Equip Repair and Renewal | 1,500 | - | 901 | 599 | 60.10% |
| 35 | 623425 | Preventative Medical/OSHA | 1,200 | - | 119 | 1,082 | 9.88% |
| 36 | 623426 | First Aid Supplies | 600 | - | 100 | 500 | 16.61% |
| 37 | 623427 | Instructional Supplies | 500 | - | 136 | 364 | 27.25% |
| 38 | 632677 | Office Equipment Leases | 300 | 31 | 155 | 145 | 51.64% |
| 39 | 633850 | Natural Gas | 4,000 | 19 | 1,518 | 2,482 | 37.96% |
| 40 | 636921 | Office Supplies | 1,200 | 32 | 933 | 267 | 77.73% |
| 41 | 640457 | Postage | 100 | - | 0 | 100 | 0.18% |
| 42 | 644410 | Janitorial Supplies | 1,500 | 30 | 584 | 916 | 38.96% |
| 43 | 644650 | Building Maintenance Charges | 6,300 | 781 | 2,294 | 4,006 | 36.41% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|----------------|----------------|----------------|-----------------|----------------|
| 44 | 647030 | Travel and Training | 2,000 | - | 1,160 | 840 | 58.00% |
| 45 | 648860 | Pool Supplies | 4,000 | 15 | 2,186 | 1,814 | 54.64% |
| 46 | 649843 | Telephone | 900 | 72 | 359 | 541 | 39.86% |
| 47 | 650250 | Pool License | 300 | 305 | 305 | (5) | 101.67% |
| 48 | 652080 | Internet Services | 500 | - | 252 | 248 | 50.35% |
| 49 | 702013 | Audit | 200 | - | - | 200 | 0.00% |
| 50 | | Total Materials & Services | 41,200 | 1,439 | 20,173 | 21,027 | 48.96% |
| 51 | | | | | | | |
| 52 | 001-620 | Transfers | | | | | |
| 53 | 900016 | Transfer to Park & Pool Reserve | 5,600 | - | - | 5,600 | 0.00% |
| 54 | | | | | | | |
| 55 | | Total Expenses | 117,800 | 1,439 | 80,662 | 37,138 | 68.47% |
| 56 | | | | | | | |
| 57 | | Fund Balance & Contingency | | | | | |
| 58 | 900900 | Operating Contingency | 2,300 | - | - | 2,300 | - |
| 59 | | Ending Fund Balance | 5,700 | 43,534 | (5,041) | (10,741) | -88.44% |

Parks

| | | | | | | | |
|----|----------------|---------------------------------|----------------|---------------|----------------|-----------------|----------------|
| 1 | 001-630 | Beginning Fund Balance | 8,900 | - | 8,900 | - | 100.00% |
| 2 | | | | | | | |
| 3 | 001-630 | Revenue | | | | | |
| 4 | 409310 | General Revenue | 93,200 | 8,881 | 35,656 | (57,544) | 38.26% |
| 5 | 400200 | Property Taxes | 107,000 | 69,172 | 70,266 | (36,735) | 65.67% |
| 6 | 409000 | Other Revenue | - | - | 342 | 342 | 0.00% |
| 7 | | Total Revenue | 200,200 | 78,053 | 106,263 | (93,937) | 53.08% |
| 8 | | | | | | | |
| 9 | 001-630 | Personnel Services | | | | | |
| 10 | 503780 | Direct Wages | 59,600 | 4,410 | 27,073 | 32,527 | 45.43% |
| 11 | 503790 | Wages - Overtime | 1,700 | - | 668 | 1,032 | 39.31% |
| 12 | 513344 | FICA | 4,700 | 337 | 2,122 | 2,578 | 45.15% |
| 13 | 539094 | Pension - PERS | 12,500 | 989 | 5,313 | 7,187 | 42.50% |
| 14 | 542344 | Workers' Compensation Ins | 2,000 | 108 | 613 | 1,387 | 30.66% |
| 15 | 546833 | Insurance Benefits | 23,200 | 1,888 | 9,439 | 13,761 | 40.69% |
| 16 | 548877 | Unemployment Insurance | 1,700 | - | - | 1,700 | 0.00% |
| 17 | | Total Personnel Services | 105,400 | 7,732 | 45,230 | 60,170 | 42.91% |
| 18 | | | | | | | |
| 19 | 001-630 | Materials & Services | | | | | |
| 20 | 601100 | Administrative Charges | 13,500 | 1,125 | 5,625 | 7,875 | 41.67% |
| 21 | 602171 | Insurance | 5,700 | - | 5,784 | (84) | 101.47% |
| 22 | 603200 | Bank Fees | 100 | 7 | 47 | 53 | 47.11% |
| 23 | 608925 | Computer Software Support | 300 | - | 207 | 93 | 69.10% |
| 24 | 611519 | Electricity | 3,700 | 252 | 1,456 | 2,244 | 39.35% |
| 25 | 612080 | Park Equipment Repair | 1,500 | 22 | 72 | 1,428 | 4.81% |
| 26 | 615018 | Fuel, Oil and Tires | 3,500 | 75 | 1,142 | 2,358 | 32.64% |
| 27 | 615100 | Vehicle & Equip Maint Charges | 11,200 | 847 | 4,235 | 6,965 | 37.82% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|----------------|----------------|---------------|------------------|----------------|
| 28 | 628680 | Laundry and Cleaning | 1,200 | 58 | 315 | 885 | 26.24% |
| 29 | 632677 | Office Equipment Leases | 600 | 62 | 260 | 340 | 43.37% |
| 30 | 632700 | Street Tree Maintenance | 2,500 | - | 565 | 1,935 | 22.61% |
| 31 | 633850 | Natural Gas | 900 | 47 | 225 | 675 | 24.95% |
| 32 | 636921 | Office Supplies | 800 | 7 | 135 | 665 | 16.84% |
| 33 | 637917 | Operating Materials & Supplies | 1,000 | - | - | 1,000 | 0.00% |
| 34 | 637920 | Tools and Equipment | 700 | - | 307 | 393 | 43.85% |
| 35 | 640457 | Postage | 100 | - | - | 100 | 0.00% |
| 36 | 644650 | Building Maintenance Charges | 9,400 | 958 | 3,761 | 5,639 | 40.01% |
| 37 | 647030 | Travel and Training | 400 | - | 300 | 100 | 75.00% |
| 38 | 648800 | Parks Maintenance | 1,000 | - | 806 | 194 | 80.62% |
| 39 | 648860 | Parks Supplies | 1,500 | - | 1,194 | 306 | 79.57% |
| 40 | 648861 | Surfacing | 4,200 | - | - | 4,200 | 0.00% |
| 41 | 648862 | Fertilizer and Treatment | 2,000 | - | 28 | 1,972 | 1.38% |
| 42 | 649843 | Telephone | 1,800 | 187 | 701 | 1,099 | 38.92% |
| 43 | 652080 | Internet Services | 300 | 18 | 87 | 213 | 28.98% |
| 44 | 654650 | Vandalism and Other | 1,500 | 63 | 114 | 1,386 | 7.61% |
| 45 | 654675 | Parks Landscaping Supplies | 1,000 | - | 705 | 295 | 70.45% |
| 46 | 702013 | Audit | 400 | - | - | 400 | 0.00% |
| 47 | 706076 | Legal Counsel | 500 | - | - | 500 | 0.00% |
| 48 | | Total Materials & Services | 71,300 | 3,726 | 28,070 | 43,230 | 39.37% |
| 49 | | | | | | | |
| 50 | 001-630 | Transfers | | | | | |
| 51 | 900015 | Transfer to Park & Pool Reserve | 19,900 | - | - | 19,900 | 0.00% |
| 52 | | | | | | | |
| 53 | | Total Expenses | 196,600 | 11,459 | 73,299 | 123,301 | 37.28% |
| 54 | | | | | | | |
| 55 | | Fund Balance & Contingency | | | | | |
| 56 | 900900 | Operating Contingency | 3,600 | - | - | 3,600 | - |
| 57 | | Ending Fund Balance | 8,900 | 66,594 | 41,863 | (220,838) | 470.37% |

Library

| | | | | | | | |
|----|----------------|--------------------------------|----------------|---------------|----------------|-----------------|----------------|
| 1 | 001-674 | Beginning Fund Balance | 10,700 | - | 10,700 | - | 100.00% |
| 2 | | | | | | | |
| 3 | 001-674 | Revenue | | | | | |
| 4 | 403200 | Library Receipts | 5,300 | 380 | 1,694 | (3,606) | 31.97% |
| 5 | 403215 | Grant: Education Together Fund | 500 | - | - | (500) | 0.00% |
| 6 | 403225 | Grant: Soroptimists | 300 | - | - | (300) | 0.00% |
| 7 | 403235 | Grant: Summer Reading Program | - | - | 500 | 500 | 0.00% |
| 8 | 403250 | Grant: OR State Library RTR | 1,000 | - | - | (1,000) | 0.00% |
| 9 | 409310 | General Revenue | 78,100 | 7,446 | 29,895 | (48,205) | 38.28% |
| 10 | 400200 | Property Taxes | 132,700 | 85,869 | 87,226 | (45,474) | 65.73% |
| 11 | 409000 | Other Revenue | - | - | 51 | 51 | 0.00% |
| 12 | | Total Revenue | 217,900 | 93,694 | 119,367 | (98,533) | 54.78% |
| 13 | | | | | | | |

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|---|----------------|-------------------|---------------|-----------------|----------------|
| 14 | 001-674 Personnel Services | | | | | |
| 15 | 503780 Direct Wages | 81,800 | 6,673 | 35,050 | 46,750 | 42.85% |
| 16 | 503790 Wages - Overtime | 800 | - | - | 800 | 0.00% |
| 17 | 513344 FICA | 6,400 | 495 | 2,602 | 3,798 | 40.66% |
| 18 | 539094 Pension - PERS | 18,300 | 1,497 | 7,773 | 10,527 | 42.47% |
| 19 | 542344 Workers' Compensation Ins | 300 | 10 | 55 | 245 | 18.46% |
| 20 | 546833 Insurance Benefits | 25,400 | 2,070 | 10,349 | 15,051 | 40.75% |
| 21 | 548877 Unemployment Insurance | 2,600 | - | - | 2,600 | 0.00% |
| 22 | Total Personnel Services | 135,600 | 10,745 | 55,829 | 79,771 | 41.17% |
| 23 | | | | | | |
| 24 | 001-674 Materials & Services | | | | | |
| 25 | 601100 Administrative Charges | 21,600 | 1,800 | 9,000 | 12,600 | 41.67% |
| 26 | 602171 Insurance | 3,000 | - | 3,219 | (219) | 107.29% |
| 27 | 603200 Bank Fees | 100 | 6 | 46 | 54 | 46.40% |
| 28 | 604056 Books | 17,000 | 2,233 | 7,617 | 9,383 | 44.80% |
| 29 | 604080 Digital Audio Books | 1,200 | - | 693 | 507 | 57.74% |
| 30 | 605000 Grant: OR State (RTR) | 1,000 | 45 | 1,083 | (83) | 108.29% |
| 31 | 605100 Grant: Soroptimists | 300 | - | 100 | 200 | 33.33% |
| 32 | 606633 Computer/Office Equipment Main | 100 | - | 46 | 54 | 45.98% |
| 33 | 606640 Computer Catalog | 5,000 | - | 4,817 | 183 | 96.35% |
| 34 | 606650 GALE Catalog | 200 | - | - | 200 | 0.00% |
| 35 | 608925 Computer Software Support | 600 | - | 276 | 324 | 45.95% |
| 36 | 611770 IT Service Charges | 4,600 | 377 | 1,883 | 2,717 | 40.93% |
| 37 | 618602 Electricity | 3,000 | 233 | 1,070 | 1,930 | 35.67% |
| 38 | 632677 Office Equipment Leases | 1,900 | 170 | 802 | 1,098 | 42.20% |
| 39 | 632680 Office Equipment/Furnishings | 100 | - | - | 100 | 0.00% |
| 40 | 633850 Natural Gas | 900 | 65 | 141 | 759 | 15.71% |
| 41 | 636921 Office Supplies | 1,200 | 23 | 391 | 809 | 32.58% |
| 42 | 640457 Postage | 700 | 237 | 419 | 281 | 59.90% |
| 43 | 642300 Summer Reading Program | 800 | (323) | 791 | 9 | 98.92% |
| 44 | 642301 ETF Grant | 500 | 525 | 525 | (25) | 105.00% |
| 45 | 644650 Building Maintenance Charges | 6,900 | 462 | 1,827 | 5,073 | 26.48% |
| 46 | 644660 Repair & Care of Library | 2,700 | 141 | 806 | 1,894 | 29.86% |
| 47 | 647030 Travel and Training | 500 | - | 112 | 388 | 22.43% |
| 48 | 648861 Supplies and Book Repair | 500 | - | 535 | (35) | 106.98% |
| 49 | 649843 Telephone | 1,100 | 58 | 290 | 810 | 26.35% |
| 50 | 652080 Internet Services | 1,900 | 160 | 797 | 1,103 | 41.95% |
| 51 | 702013 Audit | 600 | - | - | 600 | 0.00% |
| 52 | Total Materials & Services | 78,000 | 6,213 | 37,287 | 40,713 | 47.80% |
| 53 | | | | | | |
| 54 | Total Expenses | 213,600 | 16,958 | 93,117 | 120,483 | 43.59% |
| 55 | | | | | | |
| 56 | Fund Balance & Contingency | | | | | |
| 57 | 900900 Operating Contingency | 4,300 | - | - | 4,300 | - |
| 58 | Ending Fund Balance | 10,700 | 76,736 | 36,950 | 26,250 | 345.33% |

| | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|--|--------|----------------|------------|--------------|-----------|
|--|--------|----------------|------------|--------------|-----------|

Community Services Administration

| | | | | | | | |
|----|----------------|---------------------------------------|----------------|----------------|----------------|------------------|----------------|
| 1 | 001-640 | Beginning Fund Balance | 10,300 | - | 10,300 | - | 100.00% |
| 2 | | | | | | | |
| 3 | 001-640 | Revenue | | | | | |
| 4 | 409310 | General Revenue | 61,600 | 5,873 | 23,578 | (38,022) | 38.28% |
| 5 | 400200 | Property Taxes | 233,200 | 150,747 | 153,130 | (80,070) | 65.66% |
| 6 | 409000 | Other Revenue | - | - | 290 | 290 | 0.00% |
| 7 | | Total Revenue | 294,800 | 156,620 | 176,999 | (117,801) | 60.04% |
| 8 | | | | | | | |
| 9 | 001-640 | Personnel Services | | | | | |
| 10 | 503780 | Direct Wages | 96,000 | 7,955 | 39,618 | 56,382 | 41.27% |
| 11 | 513344 | FICA | 7,400 | 588 | 2,930 | 4,470 | 39.60% |
| 12 | 539094 | Pension - PERS | 15,800 | 1,306 | 6,505 | 9,295 | 41.17% |
| 13 | 542344 | Workers' Compensation Ins | 1,700 | 17 | 465 | 1,235 | 27.37% |
| 14 | 546833 | Insurance Benefits | 46,200 | 3,770 | 18,851 | 27,349 | 40.80% |
| 15 | 548877 | Unemployment Insurance | 2,900 | - | - | 2,900 | 0.00% |
| 16 | | Total Personnel Services | 170,000 | 13,637 | 68,371 | 101,629 | 40.22% |
| 17 | | | | | | | |
| 18 | 001-640 | Materials & Services | | | | | |
| 19 | 601100 | Administrative Charges | 23,900 | 1,992 | 9,958 | 13,942 | 41.67% |
| 20 | 602171 | Insurance | 500 | - | 500 | - | 100.00% |
| 21 | 603200 | Bank Fees | 100 | 7 | 41 | 59 | 40.83% |
| 22 | 608925 | Computer Software Support | 300 | - | 210 | 90 | 69.98% |
| 23 | 611519 | Electricity | 600 | - | - | 600 | 0.00% |
| 24 | 611770 | IT Service Charges | 1,500 | 79 | 395 | 1,105 | 26.34% |
| 25 | 615051 | Fundraising Expense | 500 | - | - | 500 | 0.00% |
| 26 | 632677 | Office Equipment Leases | 200 | - | - | 200 | 0.00% |
| 27 | 632678 | Computer/Office Equip Maint | 100 | - | - | 100 | 0.00% |
| 28 | 632680 | Office Equipment/Furnishings | 100 | - | - | 100 | 0.00% |
| 29 | 633850 | Natural Gas | 300 | - | - | 300 | 0.00% |
| 30 | 636921 | Office Supplies | 300 | 11 | 51 | 249 | 16.98% |
| 31 | 640457 | Postage | 200 | - | 5 | 195 | 2.70% |
| 32 | 640733 | Printing & Advertising | 3,000 | - | 359 | 2,641 | 11.97% |
| 33 | 644400 | Janitorial/Landscape Maint. | 200 | - | - | 200 | 0.00% |
| 34 | 644650 | Building Maintenance Charges | 800 | 59 | 293 | 507 | 36.62% |
| 35 | 647030 | Travel and Training | 400 | - | 117 | 283 | 29.23% |
| 36 | 648420 | Special Events | 200 | - | - | 200 | 0.00% |
| 37 | 648860 | Supplies | 100 | - | - | 100 | 0.00% |
| 38 | 649843 | Telephone | 400 | 92 | 488 | (88) | 121.94% |
| 39 | 649989 | Dues | 200 | - | - | 200 | 0.00% |
| 40 | 652080 | Instructor Fees | 200 | 35 | 173 | 27 | 86.35% |
| 41 | 702013 | Audit | 300 | - | - | 300 | 0.00% |
| 42 | | Total Materials & Services | 34,400 | 2,274 | 12,590 | 21,810 | 36.60% |
| 43 | | | | | | | |
| 44 | 001-640 | Transfers | | | | | |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|--------|---------------------------------------|----------------|----------------|---------------|----------------|----------------|
| 45 | 900020 | Transfer to Comm Center Fund | 31,200 | - | 15,000 | 16,200 | 48.08% |
| 46 | 900023 | Transfer to Senior Center Fund | 55,100 | - | - | 55,100 | 0.00% |
| 47 | | Total Materials & Services | 86,300 | - | 15,000 | 100,229 | 17.38% |
| 48 | | | | | | | |
| 49 | | Total Expenses | 290,700 | 15,911 | 95,961 | 223,669 | 33.01% |
| 50 | | | | | | | |
| 51 | | Fund Balance & Contingency | | | | | |
| 52 | 900900 | Operating Contingency | 4,100 | - | - | 4,100 | - |
| 53 | | Ending Fund Balance | 10,300 | 140,709 | 91,338 | 81,038 | 886.78% |

Library Equipment Reserve

| | | | | | | | |
|----|----------------|---------------------------------------|---------------|----------|---------------|----------------|----------------|
| | 322-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 13,600 | - | 13,154 | (446) | 96.72% |
| 2 | | | | | | | |
| 3 | 322-000 | Revenue | | | | | |
| 4 | 400520 | Transfer from General Fund | - | - | - | - | 0.00% |
| 5 | 400400 | Interest | 100 | 9 | 49 | (51) | 48.70% |
| 6 | | Total Revenue | 100 | 9 | 49 | (51) | 48.70% |
| 7 | | | | | | | |
| 8 | 322-100 | Materials & Services | | | | | |
| 9 | 637925 | Building Maintenance | - | - | - | - | 0.00% |
| 10 | | Total Materials & Services | - | - | - | - | 0.00% |
| 11 | | | | | | | |
| 12 | 322-100 | Capital Outlay | | | | | |
| 13 | 800575 | Furniture Acquisition | 1,000 | - | - | 1,000 | 0.00% |
| 14 | 800600 | Equipment Acquisition | 2,000 | - | - | 2,000 | 0.00% |
| 15 | | Total Capital Outlay | 3,000 | - | - | 3,000 | 0.00% |
| 16 | | | | | | | |
| 17 | 322-100 | Fund Balance | | | | | |
| 18 | 902000 | Reserved Future Expenditures | 10,200 | 10,200 | 10,200 | 10,200 | |
| 19 | 999000 | Unapp Ending Fund Balance | 500 | (10,191) | 3,003 | (13,697) | |
| 20 | | Total | 10,700 | 9 | 13,203 | (3,497) | 123.39% |
| | | | - | - | - | - | |

Park & Pool Equipment Reserve

| | | | | | | | |
|---|----------------|------------------------|--------|---|--------|---------|--------|
| | 333-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 49,800 | - | 39,847 | (9,953) | 80.01% |
| 2 | | | | | | | |

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|---|---------------|----------------|---------------|-----------------|--------------|
| 3 | 333-000 Revenue | | | | | |
| 4 | 400540 Transfer from General Fund | 25,500 | - | - | (25,500) | 0.00% |
| 5 | 400400 Interest | 200 | 25 | 136 | (64) | 68.09% |
| 6 | Total Revenue | 25,700 | 25 | 136 | (25,564) | 0.53% |
| 7 | | | | | | |
| 8 | 333-100 Materials & Services | | | | | |
| 9 | 637917 Operating Equipment | - | - | - | - | 0.00% |
| 10 | Total Materials & Services | - | - | - | - | 0.00% |
| 11 | | | | | | |
| 12 | 333-100 Capital Outlay | | | | | |
| 13 | 800100 Park System Improvements | 10,000 | - | - | 10,000 | 0.00% |
| 14 | 800600 Equipment Acquisitions | - | - | - | - | 0.00% |
| 15 | 800700 Equipment Refurbishment | 32,000 | - | 3,427 | 28,573 | 10.71% |
| 16 | 800725 Equipment Improvements | - | - | - | - | 0.00% |
| 17 | Total Capital Outlay | 42,000 | - | 3,427 | 38,573 | 8.16% |
| 18 | | | | | | |
| 19 | 333-100 Fund Balance | | | | | |
| 20 | 999000 Unapp Ending Fund Balance | 33,500 | 25 | 36,556 | (74,090) | 109.12% |
| 21 | Total | 33,500 | 25 | 36,556 | (74,090) | |
| | | - | - | - | - | |

Park System Development

| | | | | | | |
|----|----------------------------------|----------------|------------|----------------|-----------------|---------------|
| 1 | 335-000 Resources | | | | | |
| 2 | 400100 Beginning Fund Balance | 367,100 | - | 380,249 | 13,149 | 103.58% |
| 3 | 335-000 Revenue | | | | | |
| 4 | 400500 System Development Fees | 70,000 | - | 10,947 | (59,053) | 15.64% |
| 5 | 400400 Interest | 2,000 | 272 | 1,432 | (568) | 71.59% |
| 6 | Total Revenue | 72,000 | 272 | 12,379 | (59,621) | 17.19% |
| 7 | | | | | | |
| 8 | 335-100 Capital Outlay | | | | | |
| 9 | 800600 Playground Equipment | 10,000 | - | - | 10,000 | 0.00% |
| 10 | 800650 Park System Expansion | 30,000 | - | - | 30,000 | 0.00% |
| 11 | 800750 Park Development | 10,000 | - | - | 10,000 | 0.00% |
| 12 | Total Capital Outlay | 50,000 | - | - | 50,000 | 0.00% |
| 13 | | | | | | |
| 14 | 335-100 Fund Balance | | | | | |
| 15 | 999000 Unapp Ending Fund Balance | 389,100 | 272 | 392,628 | (96,472) | 100.91% |
| 16 | Total | 389,100 | 272 | 392,628 | (96,472) | |
| | | - | - | - | - | |

Water Department
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|------------------|----------------|----------------|------------------|---------------|
| Water Fund | | | | | |
| Beginning Balance | 303,700 | - | 353,674 | 49,974 | 116.46% |
| Revenue | | | | | |
| Water Revenue | 975,600 | 80,496 | 533,128 | (442,472) | 54.65% |
| Interest | 800 | 323 | 1,539 | 739 | 192.33% |
| Other | 7,000 | 804 | 5,436 | (1,564) | 77.66% |
| Total Revenue | 983,400 | 81,623 | 540,103 | (443,297) | 54.92% |
| Total Resources | 1,287,100 | 81,623 | 893,777 | 393,323 | 69.44% |
| Expenditures | | | | | |
| Personnel Services | 475,800 | 37,312 | 191,454 | 284,346 | 40.24% |
| Materials & Services | 351,600 | 22,906 | 155,365 | 196,235 | 44.19% |
| Transfers - Reserves | 141,000 | - | 80,000 | 61,000 | 56.74% |
| Contingency | 15,000 | - | - | 15,000 | 0.00% |
| Total Expenditures | 983,400 | 60,218 | 426,818 | 556,582 | 43.40% |
| Ending Fund Balance | 303,700 | | 466,959 | | |

Water Equipment Reserve Fund

| | | | | | |
|----------------------------|---------------|--------------|---------------|----------------|---------------|
| Resources | | | | | |
| Beginning Balance | 53,500 | - | 58,336 | 4,836 | 109.04% |
| Transfer from Water Fund | 10,000 | - | - | (10,000) | 0.00% |
| Tap Charges | 10,000 | 925 | 7,600 | (2,400) | 76.00% |
| Interest | 200 | 48 | 232 | 32 | 115.96% |
| Other Income | - | 3,804 | 3,804 | 3,804 | 0.00% |
| Total Resources | 73,700 | 4,777 | 69,972 | (3,728) | 94.94% |
| Expenditures | | | | | |
| Materials & Services | 10,000 | - | - | 10,000 | 0.00% |
| Capital Outlay | 10,000 | - | 878 | 9,122 | 8.78% |
| Total Expenditures | 20,000 | - | 878 | 19,122 | 4.39% |
| Ending Fund Balance | 53,700 | | 69,094 | | |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|--|--------|----------------|------------|--------------|-----------|
|--|--------|----------------|------------|--------------|-----------|

- -

Water System Improvement Fund

Resources

| | | | | | |
|--------------------------|----------------|------------|----------------|-----------------|---------------|
| Beginning Balance | 58,800 | - | 58,033 | (767) | 98.69% |
| Transfer from Water Fund | 130,000 | - | 80,000 | (50,000) | 61.54% |
| Fire Sprinkler User Fees | 8,500 | 630 | 3,590 | (4,910) | 42.24% |
| Interest | 1,100 | 80 | 332 | (768) | 30.19% |
| Total Resources | 198,400 | 710 | 141,955 | (56,445) | 71.55% |

Expenditures

| | | | | | |
|---------------------------|----------------|----------------|---------------|----------------|---------------|
| Materials & Services | 1,000 | - | - | 1,000 | 0.00% |
| Capital Outlay | 27,000 | (7,007) | 5,600 | 21,400 | 20.74% |
| Debt Service | 111,500 | - | 21,500 | 90,000 | 19.28% |
| Total Expenditures | 139,500 | (7,007) | 27,100 | 112,400 | 19.43% |

| | | | | | |
|----------------------------|---------------|--|----------------|--|--|
| Ending Fund Balance | 58,900 | | 114,855 | | |
| | - | | - | | |

Water System Development Fund

Resources

| | | | | | |
|-------------------------|---------------|-----------|---------------|-----------------|---------------|
| Beginning Balance | 43,700 | - | 13,551 | (30,149) | 31.01% |
| System Development Fees | 18,500 | - | 16,558 | (1,942) | 89.50% |
| Interest | 500 | 21 | 88 | (412) | 17.52% |
| Total Resources | 62,700 | 21 | 30,197 | (32,503) | 48.16% |

Expenditures

| | | | | | |
|---------------------------|---------------|----------|----------|---------------|--------------|
| Capital Outlay | 57,000 | - | - | 57,000 | 0.00% |
| Total Expenditures | 57,000 | - | - | 57,000 | 0.00% |

| | | | | | |
|----------------------------|--------------|--|---------------|--|--|
| Ending Fund Balance | 5,700 | | 30,197 | | |
| | - | | - | | |

Water Department
November 2016

Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|---|---------------------------------|-------------------------------|----------------|----------------|----------------|------------------|---------------|
| Water Fund | | | | | | | |
| 002-000 Resources | | | | | | | |
| 1 | 400100 | Beginning Fund Balance | 303,700 | - | 353,674 | 49,974 | 116.46% |
| 2 | | | | | | | |
| 002-000 Revenue | | | | | | | |
| 4 | 400500 | Water Revenue (User Fees) | 975,600 | 80,496 | 533,128 | (442,472) | 54.65% |
| 5 | 400400 | Investment Interest | 800 | 323 | 1,539 | 739 | 192.33% |
| 6 | 409000 | Other Receipts | 7,000 | 804 | 5,436 | (1,564) | 77.66% |
| 7 | Total Revenue | | 983,400 | 81,623 | 540,103 | (443,297) | 54.92% |
| 8 | | | | | | | |
| 002-276 Personnel Services | | | | | | | |
| 10 | 503780 | Direct Wages | 263,000 | 21,874 | 112,094 | 150,906 | 42.62% |
| 11 | 503790 | Wages - Overtime | 15,800 | 205 | 1,850 | 13,950 | 11.71% |
| 12 | 513344 | FICA | 21,400 | 1,657 | 8,559 | 12,841 | 39.99% |
| 13 | 539094 | Pension - PERS | 51,700 | 4,132 | 20,822 | 30,878 | 40.28% |
| 14 | 542344 | Workers' Compensation Ins | 6,700 | 399 | 2,900 | 3,800 | 43.28% |
| 15 | 546833 | Insurance Benefits | 110,200 | 9,045 | 45,229 | 64,971 | 41.04% |
| 16 | 548877 | Unemployment Insurance | 7,000 | - | - | 7,000 | 0.00% |
| 17 | Total Personnel Services | | 475,800 | 37,312 | 191,454 | 284,346 | 40.24% |
| 18 | | | | | | | |
| 002-276 Materials & Services | | | | | | | |
| 20 | 601100 | Administrative Charges | 80,500 | 6,708 | 33,542 | 46,958 | 41.67% |
| 21 | 602171 | Insurance | 17,900 | - | 18,419 | (519) | 102.90% |
| 22 | 603200 | Bank Fees | 600 | 35 | 199 | 401 | 33.17% |
| 23 | 603210 | Merchant Fees | 6,100 | 871 | 3,667 | 2,433 | 60.11% |
| 24 | 605917 | Treatment Chemicals | 15,000 | (200) | 9,733 | 5,267 | 64.89% |
| 25 | 608921 | Software | 2,000 | - | 37 | 1,963 | 1.86% |
| 26 | 608925 | Computer Software Support | 2,200 | - | 2,232 | (32) | 101.45% |
| 27 | 611519 | Electricity | 79,000 | 5,357 | 35,968 | 43,032 | 45.53% |
| 28 | 611770 | IT Service Charges | 4,900 | 421 | 1,686 | 3,214 | 34.41% |
| 29 | 611771 | Professional Services | 2,000 | - | 1,186 | 814 | 59.30% |
| 30 | 611780 | Lien Reporting Services | 1,500 | 113 | 824 | 676 | 54.93% |
| 31 | 615018 | Fuel, Oil & Tires | 6,500 | 381 | 2,085 | 4,415 | 32.07% |
| 32 | 615100 | Vehicle & Equip Maint Charges | 45,300 | 3,459 | 18,190 | 27,110 | 40.15% |
| 33 | 623425 | Preventative Medical/OSHA | 3,500 | 43 | 1,023 | 2,477 | 29.23% |
| 34 | 628651 | Lane Council of Gov Dues | 300 | - | 271 | 29 | 90.31% |
| 35 | 628680 | Laundry and Cleaning | 1,500 | 116 | 630 | 870 | 41.99% |
| 36 | 629001 | League of Oregon Cities Dues | 600 | - | 577 | 23 | 96.11% |
| 37 | 632677 | Office Equipment Leases | 3,500 | 264 | 2,171 | 1,329 | 62.02% |
| 38 | 632678 | Computer Equip Maintenance | 500 | - | 84 | 416 | 16.78% |
| 39 | 633850 | Natural Gas | 800 | 34 | 70 | 730 | 8.81% |
| 40 | 636921 | Office Supplies | 6,300 | 48 | 1,192 | 5,108 | 18.93% |
| 41 | 637917 | Op Materials & Supplies | 15,000 | 524 | 4,281 | 10,719 | 28.54% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|----------------|----------------|----------------|----------------|---------------|
| 42 | 638500 | Water System Repair & Maint | 7,000 | 910 | 1,931 | 5,069 | 27.59% |
| 43 | 638900 | Laboratory Analysis | 9,000 | 955 | 4,341 | 4,659 | 48.24% |
| 44 | 640457 | Postage | 8,500 | 465 | 3,229 | 5,271 | 37.99% |
| 45 | 644650 | Building Maintenance Charges | 9,100 | 522 | 1,918 | 7,182 | 21.08% |
| 46 | 644670 | Cleaning/General Supplies | 200 | - | - | 200 | 0.00% |
| 47 | 647030 | Travel and Training | 500 | 430 | 430 | 70 | 86.00% |
| 48 | 648000 | License Certification Fee | 500 | 585 | 585 | (85) | 117.00% |
| 49 | 648800 | Employee Recognition | 300 | - | - | 300 | 0.00% |
| 50 | 649843 | Telephone | 5,000 | 443 | 2,245 | 2,755 | 44.90% |
| 51 | 652080 | Internet | 2,500 | 177 | 875 | 1,625 | 35.00% |
| 52 | 652100 | Water Tmt Plant Supplies | 7,500 | - | 1,468 | 6,032 | 19.57% |
| 53 | 702013 | Audit | 3,500 | - | - | 3,500 | 0.00% |
| 54 | 706076 | Legal Counsel | 2,500 | 248 | 275 | 2,225 | 11.02% |
| 55 | | Total Materials & Services | 351,600 | 22,906 | 155,365 | 196,235 | 44.19% |
| 56 | | | | | | | |
| 57 | 002-276 | Transfers | | | | | |
| 58 | 900001 | Transfer Water Equip Reserve | 10,000 | - | - | 10,000 | 0.00% |
| 59 | 900002 | Transfer Computer Equip Res | 500 | - | - | 500 | 0.00% |
| 60 | 900004 | Transfer PW Building/Yard Res | 500 | - | - | 500 | 0.00% |
| 61 | 900005 | Transfer to Water System Imp | 130,000 | - | 80,000 | 50,000 | 61.54% |
| 62 | | Total Transfers | 141,000 | - | 80,000 | 61,000 | 56.74% |
| 63 | | | | | | | |
| 64 | 002-276 | Fund Balance & Contingency | | | | | |
| 65 | 900900 | Operating Contingency | 15,000 | - | - | (15,000) | 0.00% |
| 66 | 999000 | Unapp Ending Fund Balance | 303,700 | 21,405 | 466,959 | 163,259 | 153.76% |
| 67 | | Total | 318,700 | 21,405 | 466,959 | 148,259 | |
| 68 | | | - | - | - | - | |

Water Equipment Reserve Fund

| | | | | | | | |
|----|----------------|---------------------------------------|---------------|--------------|---------------|----------------|---------------|
| 1 | 400100 | Beginning Fund Balance | 53,500 | - | 58,336 | 4,836 | 109.04% |
| 2 | | | | | | | |
| 3 | 346-000 | Revenue | | | | | |
| 4 | 400500 | Transfer From Water Fund | 10,000 | - | - | (10,000) | 0.00% |
| 5 | 400800 | Tap Charges | 10,000 | 925 | 7,600 | (2,400) | 76.00% |
| 6 | 400400 | Investment Interest | 200 | 48 | 232 | 32 | 115.96% |
| 7 | 409000 | Other Income | - | 3,804 | 3,804 | 3,804 | 0.00% |
| 8 | | Total Revenue | 20,200 | 4,777 | 11,636 | (8,564) | 57.61% |
| 9 | | | | | | | |
| 10 | 346-100 | Materials & Services | | | | | |
| 11 | 637917 | Meter Replacements | 8,000 | - | - | 8,000 | 0.00% |
| 12 | 638500 | Meter Repairs | 2,000 | - | - | 2,000 | 0.00% |
| 13 | | Total Materials & Services | 10,000 | - | - | 10,000 | 0.00% |
| 14 | | | | | | | |

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|---|---------------|----------------|---------------|-----------------|----------------|
| 15 | 346-100 Capital Outlay | | | | | |
| 16 | 800600 Equipment Acquisitions | 8,000 | - | 878 | 7,122 | 10.97% |
| 17 | 800700 Equipment Refurbishment | 1,000 | - | - | 1,000 | 0.00% |
| 18 | 800725 Equipment Improvements | 1,000 | - | - | 1,000 | 0.00% |
| 19 | Total Capital Outlay | 10,000 | - | 878 | 9,122 | 8.78% |
| 20 | | | | | | |
| 21 | 346-100 Fund Balance | | | | | |
| 22 | 902000 Reserved for Future Expenditures | 53,200 | - | - | 53,200 | 0.00% |
| 23 | 999000 Unapp Ending Fund Balance | 500 | 4,777 | 69,094 | (68,594) | |
| 24 | Total | 53,700 | 4,777 | 69,094 | (15,394) | 128.67% |
| 25 | | - | - | - | - | |

Water System Improvement Fund

| | | | | | | |
|----|---|----------------|----------------|----------------|-----------------|----------------|
| 1 | 264-000 Resources | | | | | |
| 2 | 400100 Beginning Fund Balance | 58,800 | - | 58,033 | (767) | 98.69% |
| 3 | | | | | | |
| 4 | 264-000 Revenue | | | | | |
| 5 | 400575 Transfer From Water Fund | 130,000 | - | 80,000 | (50,000) | 61.54% |
| 6 | 400550 Fire Sprinkler User Fees | 8,500 | 630 | 3,590 | (4,910) | 42.24% |
| 7 | 400400 Interest | 1,100 | 80 | 332 | (768) | 30.19% |
| 8 | Total Revenue | 139,600 | 710 | 83,922 | (55,678) | 60.12% |
| 9 | | | | | | |
| 10 | 264-100 Materials & Services | | | | | |
| 11 | 611771 Professional Services | 500 | - | - | 500 | 0.00% |
| 12 | 638500 Operating System Repairs | 500 | - | - | 500 | 0.00% |
| 13 | Total Materials & Services | 1,000 | - | - | 1,000 | 0.00% |
| 14 | | | | | | |
| 15 | 264-100 Capital Outlay | | | | | |
| 16 | 800100 System Improvements | 26,000 | (7,007) | 5,600 | 20,400 | 21.54% |
| 17 | 800600 Equipment Acquisition | 500 | - | - | 500 | 0.00% |
| 18 | 800750 System Refurbishment | 500 | - | - | 500 | 0.00% |
| 19 | Total Capital Outlay | 27,000 | (7,007) | 5,600 | 21,400 | 20.74% |
| 20 | | | | | | |
| 21 | 264-100 Debt Service | | | | | |
| 22 | 900035 Int Loan Pmt Sewer Sys Imp | 90,000 | - | - | 90,000 | 0.00% |
| 23 | 900043 Int Loan Pmt Comm Dev | 21,500 | - | 21,500 | - | 100.00% |
| 24 | Total Debt Service | 111,500 | - | 21,500 | 90,000 | 19.28% |
| 25 | | | | | | |
| 26 | 264-100 Fund Balance | | | | | |
| 27 | 902000 Reserved for Future Exp | 58,400 | - | - | 58,400 | 0.00% |
| 28 | 999000 Unapp Ending Fund Balance | 500 | 7,716 | 114,855 | (114,355) | |
| 29 | Total | 58,900 | 7,716 | 114,855 | (55,955) | 195.00% |

| | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|--|--------|-------------------|---------------|-----------------|-----------|
|--|--------|-------------------|---------------|-----------------|-----------|

Water System Development Fund

| | | | | | | |
|----|----------------|-----------------------------|---------------|-----------|---------------|-----------------------|
| 30 | 405-000 | Resources | | | | |
| 31 | 400100 | Beginning Fund Balance | 43,700 | - | 13,551 | (30,149) 31.01% |
| 32 | | | | | | |
| 33 | 405-000 | Revenue | | | | |
| 34 | 400500 | System Development Fees | 18,500 | - | 16,558 | (1,942) 89.50% |
| 35 | 400400 | Interest | 500 | 21 | 88 | (412) 17.52% |
| 36 | | Total Revenue | 19,000 | 21 | 16,645 | (2,355) 87.61% |
| 37 | | | | | | |
| 38 | 405-100 | Capital Outlay | | | | |
| 39 | 800650 | Water System Expansion | 57,000 | - | - | 57,000 0.00% |
| 40 | | Total Capital Outlay | 57,000 | - | - | 57,000 0.00% |
| 41 | | | | | | |
| 42 | 405-100 | Fund Balance | | | | |
| 43 | 999000 | Unapp Ending Fund Balance | 5,700 | 21 | 30,197 | (24,497) 529.77% |
| 44 | | Total | 5,700 | 21 | 30,197 | (24,497) |
| 45 | | | - | - | - | - |

Sewer Department
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|------------------|-----------------------|-------------------|---------------------|------------------|
| Sewer Fund | | | | | |
| Beginning Balance | 367,000 | - | 393,356 | 26,356 | 107.18% |
| Revenue | | | | | |
| Sewer Use Charges | 1,490,000 | 118,231 | 616,613 | (873,387) | 41.38% |
| Sewer Tap Inspections | 1,500 | 75 | 750 | (750) | 50.00% |
| Interest | 2,200 | 376 | 1,744 | (456) | 79.27% |
| Other | 4,000 | 2,775 | 7,978 | 3,978 | 199.46% |
| Total Revenue | 1,497,700 | 121,457 | 627,085 | (870,615) | 41.87% |
| Total Resources | 1,864,700 | 121,457 | 1,020,441 | 844,259 | 54.72% |
| Expenditures | | | | | |
| Personnel Services | 489,800 | 38,125 | 195,911 | 293,889 | 40.00% |
| Materials & Services | 440,800 | 35,255 | 181,568 | 259,232 | 41.19% |
| Transfers - Reserves | 531,000 | - | 100,000 | 431,000 | 18.83% |
| Transfers - Operating | - | - | - | - | 0.00% |
| Contingency | 30,000 | - | - | 30,000 | 0.00% |
| Total Expenditures | 1,491,600 | 73,380 | 477,480 | 1,014,121 | 32.01% |
| Ending Fund Balance | 373,100 | | 542,961 | | |

Sewer Equipment Reserve Fund

| | | | | | |
|----------------------------|---------------|---------------|---------------|-----------------|---------------|
| Resources | | | | | |
| Beginning Balance | 44,600 | - | 43,507 | (1,093) | 97.55% |
| Transfer from Sewer Fund | 50,000 | - | - | (50,000) | 0.00% |
| Interest | 200 | 9 | 140 | (60) | 69.94% |
| Total Resources | 94,800 | 9 | 43,647 | (51,153) | 46.04% |
| Expenditures | | | | | |
| Capital Outlay | 45,500 | 29,818 | 30,167 | 15,333 | 66.30% |
| Total Expenditures | 45,500 | 29,818 | 30,167 | 15,333 | 66.30% |
| Ending Fund Balance | 49,300 | | 13,480 | | |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|--|--------|----------------|------------|--------------|-----------|
|--|--------|----------------|------------|--------------|-----------|

Sewer System Improvement Fund

Resources

| | | | | | |
|--------------------------|------------------|------------|------------------|------------------|---------------|
| Beginning Balance | 1,166,500 | - | 1,194,901 | 28,401 | 102.43% |
| Transfer from Sewer Fund | 475,000 | - | 100,000 | (375,000) | 21.05% |
| Interfund Loan Repayment | 90,000 | - | - | (90,000) | 0.00% |
| Rent | 2,100 | - | - | (2,100) | 0.00% |
| Interest | 2,500 | 841 | 4,506 | 2,006 | 180.25% |
| Other Revenue | - | - | - | - | 0.00% |
| Total Resources | 1,736,100 | 841 | 1,299,407 | (436,693) | 74.85% |

Expenditures

| | | | | | |
|---------------------------|----------------|---------------|---------------|----------------|---------------|
| Materials & Services | 535,000 | 42,848 | 84,358 | 450,642 | 15.77% |
| Capital Outlay | 3,000 | - | - | 3,000 | 0.00% |
| Total Expenditures | 538,000 | 42,848 | 84,358 | 453,642 | 15.68% |

| | | | | | |
|----------------------------|------------------|--|------------------|--|--|
| Ending Fund Balance | 1,198,100 | | 1,215,049 | | |
| | - | | - | | |

Sewer System Development Fund

Resources

| | | | | | |
|-------------------------|------------------|--------------|------------------|----------------|----------------|
| Beginning Balance | 1,783,900 | - | 1,922,050 | 138,150 | 107.74% |
| System Development Fees | 140,000 | - | 128,497 | (11,503) | 91.78% |
| Interest | 9,500 | 1,425 | 7,403 | (2,097) | 77.93% |
| Total Resources | 1,933,400 | 1,425 | 2,057,950 | 124,550 | 106.44% |

Expenditures

| | | | | | |
|---------------------------|----------------|----------|----------|----------------|--------------|
| Capital Outlay | 100,000 | - | - | 100,000 | 0.00% |
| Total Expenditures | 100,000 | - | - | 100,000 | 0.00% |

| | | | | | |
|----------------------------|------------------|--|------------------|--|--|
| Ending Fund Balance | 1,833,400 | | 2,057,950 | | |
| | - | | - | | |

Sewer Ratepayer Assistance Fund

Resources

| | | | | | |
|--------------------------|--------|----|--------|-------|---------|
| Beginning Balance | 48,200 | - | 52,523 | 4,323 | 108.97% |
| Transfer from Sewer Fund | - | - | - | - | 0.00% |
| Interest | 100 | 37 | 194 | 94 | 194.46% |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|---------------|---------------------------|-----------------------|-------------------------|------------------|
| Total Resources | 48,300 | 37 | 52,717 | 4,417 | 109.15% |
| Expenditures | | | | | |
| Materials & Services | - | - | - | - | 0.00% |
| Total Expenditures | - | - | - | - | 0.00% |
| Ending Fund Balance | 48,300 | | 52,717 | | |
| | - | | - | | |

Sewer Department
November 2016

Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|-------------------|----------------|---------------------------------|------------------|-------------------|----------------|------------------|---------------|
| Sewer Fund | | | | | | | |
| | 003-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 367,000 | - | 393,356 | 26,356 | 107.18% |
| 2 | | | | | | | |
| 3 | 003-000 | Revenue | | | | | |
| 4 | 400500 | Sewer Use Charges | 1,490,000 | 118,231 | 616,613 | (873,387) | 41.38% |
| 5 | 400800 | Sewer Tap Inspections | 1,500 | 75 | 750 | (750) | 50.00% |
| 6 | 400400 | Investment Interest | 2,200 | 376 | 1,744 | (456) | 79.27% |
| 7 | 409000 | Other Receipts | 4,000 | 2,775 | 7,978 | 3,978 | 199.46% |
| 8 | | Total Revenue | 1,497,700 | 121,457 | 627,085 | (870,615) | 41.87% |
| 9 | | | | | | | |
| 10 | 003-376 | Personnel Services | | | | | |
| 11 | 503780 | Direct Wages | 270,600 | 22,314 | 114,752 | 155,848 | 42.41% |
| 12 | 503790 | Wages - Overtime | 16,200 | 224 | 1,891 | 14,309 | 11.67% |
| 13 | 513344 | FICA | 22,000 | 1,692 | 8,764 | 13,236 | 39.83% |
| 14 | 539094 | Pension - PERS | 53,000 | 4,214 | 21,192 | 31,808 | 39.98% |
| 15 | 542344 | Workers' Compensation Ins | 6,800 | 403 | 2,918 | 3,882 | 42.91% |
| 16 | 546833 | Insurance Benefits | 114,000 | 9,277 | 46,395 | 67,605 | 40.70% |
| 17 | 548877 | Unemployment Insurance | 7,200 | - | - | 7,200 | 0.00% |
| 18 | | Total Personnel Services | 489,800 | 38,125 | 195,911 | 293,889 | 40.00% |
| 19 | | | | | | | |
| 20 | 003-376 | Materials & Services | | | | | |
| 21 | 601100 | Administrative Charges | 92,200 | 7,683 | 38,417 | 53,783 | 41.67% |
| 22 | 602171 | Insurance | 25,300 | - | 26,280 | (980) | 103.87% |
| 23 | 603200 | Bank Fees | 400 | 37 | 227 | 173 | 56.65% |
| 24 | 603210 | Merchant Fees | 6,500 | 907 | 4,286 | 2,214 | 65.94% |
| 25 | 605917 | Treatment Chemicals | 60,000 | 5,469 | 10,837 | 49,163 | 18.06% |
| 26 | 608921 | Software | 2,000 | - | 37 | 1,963 | 1.85% |
| 27 | 608925 | Computer Software Support | 4,500 | - | 2,886 | 1,614 | 64.13% |
| 28 | 611519 | Electricity | 80,600 | 8,816 | 41,570 | 39,030 | 51.58% |
| 29 | 611770 | IT Service Charges | 5,300 | 458 | 1,872 | 3,428 | 35.32% |
| 30 | 611771 | Professional Services | 1,000 | - | - | 1,000 | 0.00% |
| 31 | 611780 | Lien Reporting Services | 1,600 | 113 | 824 | 776 | 51.50% |
| 32 | 615018 | Fuel, Oil & Tires | 7,800 | 381 | 2,004 | 5,796 | 25.70% |
| 33 | 615100 | Vehicle & Equip Maint Charges | 58,900 | 4,334 | 20,003 | 38,897 | 33.96% |
| 34 | 623425 | Preventative Medical/OSHA | 4,000 | 72 | 1,121 | 2,879 | 28.03% |
| 35 | 628651 | Lane Council of Gov Dues | 400 | - | 361 | 39 | 90.31% |
| 36 | 628680 | Laundry and Cleaning | 1,500 | 116 | 630 | 870 | 41.99% |
| 37 | 629001 | League of Oregon Cities Dues | 600 | - | 577 | 23 | 96.11% |
| 38 | 632677 | Office Equip Leases | 3,000 | 264 | 2,171 | 829 | 72.35% |
| 39 | 633850 | Natural Gas | 1,000 | 34 | 70 | 930 | 7.05% |
| 40 | 635280 | DEQ Permit Fee | 2,000 | - | - | 2,000 | 0.00% |
| 41 | 636921 | Office Supplies | 6,000 | 48 | 1,295 | 4,705 | 21.58% |
| 42 | 637917 | Op Materials & Supplies | 25,000 | 1,209 | 8,321 | 16,680 | 33.28% |
| 43 | 638500 | Sewer Line Maint/Repair | 2,000 | - | - | 2,000 | 0.00% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|----------------|----------------|----------------|----------------|---------------|
| 44 | 638600 | Pump Station Maint/Repair | 2,000 | - | 209 | 1,791 | 10.44% |
| 45 | 638900 | Laboratory Analysis | 5,000 | 1,763 | 1,763 | 3,237 | 35.26% |
| 46 | 638925 | Lab Supplies | 8,000 | 333 | 5,367 | 2,633 | 67.09% |
| 47 | 640457 | Postage | 6,000 | 465 | 2,391 | 3,609 | 39.85% |
| 48 | 644650 | Building Maintenance Charges | 7,200 | 658 | 2,055 | 5,145 | 28.55% |
| 49 | 644670 | Cleaning/General Supplies | 500 | - | - | 500 | 0.00% |
| 50 | 647030 | Travel and Training | 500 | 240 | 240 | 260 | 48.00% |
| 51 | 648000 | License Certification Fee | 300 | 160 | 160 | 140 | 53.33% |
| 52 | 648800 | Employee Recognition | 400 | - | - | 400 | 0.00% |
| 53 | 649843 | Telephone | 8,000 | 762 | 3,919 | 4,081 | 48.99% |
| 54 | 652080 | Internet | 2,500 | 181 | 895 | 1,605 | 35.80% |
| 55 | 653000 | I & I Abatement Supplies | 500 | - | - | 500 | 0.00% |
| 56 | 653050 | Pretreatment Program Supplies | 2,500 | - | - | 2,500 | 0.00% |
| 57 | 702013 | Audit | 4,300 | - | - | 4,300 | 0.00% |
| 58 | 706076 | Legal Counsel | 1,500 | 753 | 780 | 720 | 52.02% |
| 59 | | Total Materials & Services | 440,800 | 35,255 | 181,568 | 259,232 | 41.19% |
| 60 | | | | | | | |
| 61 | 003-376 | Transfers | | | | | |
| 62 | 900001 | Transfer Equip Reserve | 50,000 | - | - | 50,000 | 0.00% |
| 63 | 900002 | Transfer Computer Equip Res | 1,000 | - | - | 1,000 | 0.00% |
| 64 | 900004 | Transfer PW Building/Yard Res | 5,000 | - | - | 5,000 | 0.00% |
| 65 | 900005 | Transfer to Sewer System Imp | 475,000 | - | 100,000 | 375,000 | 21.05% |
| 66 | | Total Transfers | 531,000 | - | 100,000 | 431,000 | 18.83% |
| 67 | 003-376 | Fund Balance & Contingency | | | | | |
| 68 | 900900 | Operating Contingency | 30,000 | - | - | (30,000) | 0.00% |
| 69 | 999000 | Unapp Ending Fund Balance | 373,100 | 48,078 | 542,961 | 169,861 | 145.53% |
| 70 | | Total | 403,100 | 48,078 | 542,961 | 139,861 | |
| 71 | | | - | - | - | - | |

Sewer Equipment Reserve Fund

| | | | | | | | |
|----|----------------|-----------------------------|---------------|---------------|---------------|-----------------|---------------|
| 1 | 347-000 | Resources | | | | | |
| 2 | 400100 | Beginning Fund Balance | 44,600 | - | 43,507 | (1,093) | 97.55% |
| 3 | | | | | | | |
| 4 | 347-000 | Revenue | | | | | |
| 5 | 400500 | Transfer From Sewer Fund | 50,000 | - | - | (50,000) | 0.00% |
| 6 | 400400 | Investment Interest | 200 | 9 | 140 | (60) | 69.94% |
| 7 | | Total Revenue | 50,200 | 9 | 140 | (50,060) | 0.28% |
| 8 | | | | | | | |
| 9 | 347-100 | Capital Outlay | | | | | |
| 10 | 800600 | Equipment Acquisitions | 15,000 | 10,000 | 10,349 | 4,651 | 68.99% |
| 11 | 800700 | Equipment Refurbishment | 30,000 | 19,818 | 19,818 | 10,182 | 66.06% |
| 12 | 800725 | Equipment Improvements | 500 | - | - | 500 | 0.00% |
| 13 | | Total Capital Outlay | 45,500 | 29,818 | 30,167 | 15,333 | 66.30% |
| 14 | | | | | | | |

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|---|---------------|-----------------|---------------|-----------------|-----------|
| 15 | 347-100 Fund Balance | | | | | |
| 16 | 902000 Reserved for Future Expenditures | 48,800 | - | - | (48,800) | |
| 17 | 999000 Unapp Ending Fund Balance | 500 | (29,809) | 13,480 | 12,980 | |
| 18 | Total | 49,300 | (29,809) | 13,480 | (35,820) | |
| 19 | | - | - | - | - | |

Sewer System Improvement Fund

| | | | | | | |
|----|---|------------------|-----------------|------------------|------------------|---------------|
| 20 | 255-000 Resources | | | | | |
| 21 | 400100 Beginning Fund Balance | 1,166,500 | - | 1,194,901 | 28,401 | 102.43% |
| 22 | | | | | | |
| 23 | 255-000 Revenue | | | | | |
| 24 | 400605 Transfer From Sewer Fund | 475,000 | - | 100,000 | (375,000) | 21.05% |
| 25 | 400559 Interfund Loan Repayment | 90,000 | - | - | (90,000) | 0.00% |
| 26 | 400610 Rent | 2,100 | - | - | (2,100) | 0.00% |
| 27 | 400400 Interest | 2,500 | 841 | 4,506 | 2,006 | 180.25% |
| 28 | 409000 Other Revenue | - | - | - | - | 0.00% |
| 29 | Total Revenue | 569,600 | 841 | 104,506 | (465,094) | 18.35% |
| 30 | | | | | | |
| 31 | 255-100 Materials & Services | | | | | |
| 32 | 611771 Professional Services | 235,000 | 10,997 | 22,946 | 212,054 | 9.76% |
| 33 | 638500 System Maintenance Projects | 300,000 | 31,851 | 61,412 | 238,588 | 20.47% |
| 34 | Total Materials & Services | 535,000 | 42,848 | 84,358 | 450,642 | 15.77% |
| 35 | | | | | | |
| 36 | 255-100 Capital Outlay | | | | | |
| 37 | 800100 System Improvements | 1,000 | - | - | 1,000 | 0.00% |
| 38 | 800600 Equipment Acquisition | 1,000 | - | - | 1,000 | 0.00% |
| 39 | 800650 System Construction/Expansion | 1,000 | - | - | 1,000 | 0.00% |
| 40 | Total Capital Outlay | 3,000 | - | - | 3,000 | 0.00% |
| 41 | | | | | | |
| 42 | 255-100 Fund Balance | | | | | |
| 43 | 902000 Reserved for Future Exp | 1,197,600 | - | - | 1,197,600 | 0.00% |
| 44 | 999000 Unapp Ending Fund Balance | 500 | (42,006) | 1,215,049 | (1,214,549) | |
| 45 | Total | 1,198,100 | (42,006) | 1,215,049 | (16,949) | |
| 46 | | - | - | - | - | |

Sewer System Development Fund

| | | | | | | |
|----|-------------------------------|-----------|---|-----------|---------|---------|
| 47 | 406-000 Resources | | | | | |
| 48 | 400100 Beginning Fund Balance | 1,783,900 | - | 1,922,050 | 138,150 | 107.74% |
| 49 | | | | | | |
| 50 | 406-000 Revenue | | | | | |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|-----------------------------|------------------|----------------|------------------|------------------|---------------|
| 51 | 400500 | System Development Fees | 140,000 | - | 128,497 | (11,503) | 91.78% |
| 52 | 400400 | Interest | 9,500 | 1,425 | 7,403 | (2,097) | 77.93% |
| 53 | | Total Revenue | 149,500 | 1,425 | 135,900 | (13,600) | 90.90% |
| 54 | | | | | | | |
| 55 | 406-100 | Capital Outlay | | | | | |
| 56 | 800650 | Sewer System Expansion | 100,000 | - | - | 100,000 | 0.00% |
| 57 | | Total Capital Outlay | 100,000 | - | - | 100,000 | 0.00% |
| 58 | | | | | | | |
| 59 | 406-100 | Fund Balance | | | | | |
| 60 | 999000 | Unapp Ending Fund Balance | 1,833,400 | 1,425 | 2,057,950 | (224,550) | 112.25% |
| 61 | | Total | 1,833,400 | 1,425 | 2,057,950 | (224,550) | |
| 62 | | | - | - | - | - | |

Sewer Ratepayer Assistance Fund

| | | | | | | | |
|----|----------------|---------------------------------------|---------------|-----------|---------------|----------------|----------------|
| 63 | 016-000 | Resources | | | | | |
| 64 | 400100 | Beginning Fund Balance | 48,200 | - | 52,523 | 4,323 | 108.97% |
| 65 | | | | | | | |
| 66 | 016-000 | Revenue | | | | | |
| 67 | 400522 | Transfer from Sewer Fund | - | - | - | - | 0.00% |
| 68 | 400400 | Interest | 100 | 37 | 194 | 94 | 194.46% |
| 69 | | Total Revenue | 100 | 37 | 194 | 94 | 194.46% |
| 70 | | | | | | | |
| 71 | 016-100 | Materials & Services | | | | | |
| 72 | 644622 | Sewer System Expansion | - | - | - | - | 0.00% |
| 73 | | Total Materials & Services | - | - | - | - | 0.00% |
| 74 | | | | | | | |
| 75 | 016-100 | Fund Balance | | | | | |
| 76 | 999000 | Unapp Ending Fund Balance | 48,300 | 37 | 52,717 | (4,417) | 109.15% |
| 77 | | Total | 48,300 | 37 | 52,717 | (4,417) | |
| 78 | | | - | - | - | - | |

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| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|------------------------------|------------------|-----------------------|-------------------|---------------------|------------------|
| Sanitation Fund | | | | | |
| Beginning Balance | 229,600 | - | 258,560 | 28,960 | 112.61% |
| Revenue | | | | | |
| Garbage Collection Revenue | 835,000 | 73,493 | 360,858 | (474,142) | 43.22% |
| Festival Labor Reimbursement | 1,200 | - | 1,604 | 404 | 133.65% |
| Collection Licenses | 2,000 | - | 1,680 | (320) | 84.00% |
| Recycling Revenue | 10,000 | 1,701 | 3,897 | (6,103) | 38.97% |
| Investment Interest | 1,500 | 199 | 1,010 | (490) | 67.32% |
| Other Revenue | 2,000 | - | 1,486 | (514) | 74.31% |
| Total Revenue | 851,700 | 75,393 | 370,535 | (481,165) | 43.51% |
| Total Resources | 1,081,300 | 75,393 | 629,095 | 452,205 | 58.18% |
| Expenditures | | | | | |
| Personnel Services | 347,500 | 26,128 | 123,466 | 224,034 | 35.53% |
| Materials & Services | 428,400 | 38,564 | 188,696 | 239,704 | 44.05% |
| Transfers - Reserves | 58,700 | - | 30,000 | 28,700 | 51.11% |
| Transfers - Operating | - | - | - | - | 0.00% |
| Contingency | 15,000 | - | - | 15,000 | 0.00% |
| Total Expenditures | 849,600 | 64,692 | 342,162 | 507,438 | 40.27% |
| Ending Fund Balance | 231,700 | | 286,933 | | |

Sanitation Equipment Reserve Fund

| | | | | | |
|-------------------------------|----------------|------------|----------------|-----------------|---------------|
| Beginning Balance | 297,400 | - | 272,993 | (24,407) | 91.79% |
| Revenue | | | | | |
| Transfer from Sanitation Fund | 30,000 | - | 15,000 | (15,000) | 50.00% |
| Interest | 1,000 | 144 | 865 | (135) | 86.46% |
| Asset Disposal Proceeds | - | - | - | - | 0.00% |
| Total Revenue | 31,000 | 144 | 15,865 | (15,135) | 51.18% |
| Total Resources | 328,400 | 144 | 288,858 | (39,542) | 87.96% |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|----------------|----------------|----------------|---------------|---------------|
| Expenditures | | | | | |
| Capital Outlay | 156,300 | 138 | 80,610 | 75,690 | 51.57% |
| Total Expenditures | 156,300 | 138 | 80,610 | 75,690 | 51.57% |
| Ending Fund Balance | 172,100 | | 208,247 | | |
| | - | | - | | |

Sanitation System Improvement Fund

| | | | | | |
|------------------------------|---------------|------------|---------------|-----------------|---------------|
| Beginning Balance | 59,400 | - | 58,169 | (1,231) | 97.93% |
| Revenue | | | | | |
| Transfer from Sanitation Fur | 27,000 | - | 15,000 | (12,000) | 55.56% |
| Interest | 100 | 37 | 203 | 103 | 202.98% |
| Total Revenue | 27,100 | 37 | 15,203 | (11,897) | 56.10% |
| Total Resources | 86,500 | 37 | 73,372 | (13,128) | 84.82% |
| Expenditures | | | | | |
| Materials & Services | 5,000 | 132 | 722 | 4,278 | 14.44% |
| Capital Outlay | 22,000 | - | 19,758 | 2,243 | 89.81% |
| Total Expenditures | 27,000 | 132 | 20,479 | 6,521 | 75.85% |
| Ending Fund Balance | 59,500 | | 52,892 | | |
| | - | | - | | |

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Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|------------------------|----------------|---------------------------------|----------------|-------------------|----------------|------------------|---------------|
| Sanitation Fund | | | | | | | |
| | 004-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 229,600 | - | 258,560 | 28,960 | 112.61% |
| 2 | | | | | | | |
| 3 | 004-000 | Revenue | | | | | |
| 4 | 400500 | Garbage Collection Revenue | 835,000 | 73,493 | 360,858 | (474,142) | 43.22% |
| 5 | 400600 | Festival Labor Reimbursement | 1,200 | - | 1,604 | 404 | 133.65% |
| 6 | 400625 | Collection Licenses | 2,000 | - | 1,680 | (320) | 84.00% |
| 7 | 400650 | Recycling Revenue | 10,000 | 1,701 | 3,897 | (6,103) | 38.97% |
| 8 | 400400 | Investment Interest | 1,500 | 199 | 1,010 | (490) | 67.32% |
| 9 | 409000 | Other Revenue | 2,000 | - | 1,486 | (514) | 74.31% |
| 10 | | Total Revenue | 851,700 | 75,393 | 370,535 | (481,165) | 43.51% |
| 11 | | | | | | | |
| 12 | 004-476 | Personnel Services | | | | | |
| 13 | 503780 | Direct Wages | 192,200 | 15,321 | 71,746 | 120,454 | 37.33% |
| 14 | 503790 | Wages - Overtime | 5,000 | - | - | 5,000 | 0.00% |
| 15 | 513344 | FICA | 15,100 | 1,154 | 5,397 | 9,703 | 35.74% |
| 16 | 539094 | Pension - PERS | 32,900 | 2,035 | 10,047 | 22,853 | 30.54% |
| 17 | 542344 | Workers' Compensation Ins | 8,700 | 481 | 2,469 | 6,231 | 28.38% |
| 18 | 546833 | Insurance Benefits | 87,500 | 7,137 | 33,808 | 53,692 | 38.64% |
| 19 | 548877 | Unemployment Insurance | 6,100 | - | - | 6,100 | 0.00% |
| 20 | | Total Personnel Services | 347,500 | 26,128 | 123,466 | 224,034 | 35.53% |
| 21 | | | | | | | |
| 22 | 004-476 | Materials & Services | | | | | |
| 23 | 601100 | Administrative Charges | 74,100 | 6,175 | 30,875 | 43,225 | 41.67% |
| 24 | 602171 | Insurance | 13,400 | - | 14,682 | (1,282) | 109.57% |
| 25 | 603200 | Bank Fees | 300 | 49 | 234 | 66 | 78.12% |
| 26 | 603210 | Merchant Fees | 4,500 | 527 | 2,498 | 2,002 | 55.50% |
| 27 | 608925 | Computer Software Support | 2,500 | - | 2,218 | 282 | 88.73% |
| 28 | 611519 | Electricity | 5,000 | 437 | 2,027 | 2,973 | 40.54% |
| 29 | 611770 | IT Service Charges | 4,900 | 421 | 1,633 | 3,267 | 33.32% |
| 30 | 615018 | Fuel | 45,000 | 2,579 | 13,961 | 31,039 | 31.02% |
| 31 | 615100 | Vehicle Maint & Equip Charges | 89,900 | 12,980 | 37,657 | 52,243 | 41.89% |
| 32 | 623425 | Preventative Medical/OSHA | 4,000 | 43 | 1,575 | 2,425 | 39.38% |
| 33 | 628651 | Lane Council of Gov Dues | 400 | - | 361 | 39 | 90.31% |
| 34 | 628680 | Laundry and Cleaning | 1,500 | 116 | 630 | 870 | 41.99% |
| 35 | 629001 | League of Oregon Cities Dues | 500 | - | 480 | 20 | 96.06% |
| 36 | 632677 | Office Equip Leases | 4,500 | 267 | 2,186 | 2,314 | 48.57% |
| 37 | 633850 | Natural Gas | 500 | 34 | 70 | 430 | 14.09% |
| 38 | 636921 | Office Supplies | 6,000 | 48 | 1,413 | 4,587 | 23.54% |
| 39 | 637917 | Op Materials & Supplies | 6,000 | 220 | 1,754 | 4,246 | 29.24% |
| 40 | 640457 | Postage | 6,000 | 465 | 2,384 | 3,616 | 39.73% |
| 41 | 644650 | Building Maintenance Charges | 5,600 | 347 | 1,730 | 3,870 | 30.90% |
| 42 | 647030 | Travel and Training | 200 | - | - | 200 | 0.00% |
| 43 | 647788 | Solid Waste Disposal | 140,000 | 12,911 | 67,036 | 72,964 | 47.88% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|----------------|----------------|----------------|----------------|---------------|
| 44 | 648000 | License Certification Fee | 500 | - | - | 500 | 0.00% |
| 45 | 648800 | Employee Recognition | 500 | - | - | 500 | 0.00% |
| 46 | 648866 | Recycling Expense | 1,000 | - | 210 | 790 | 21.00% |
| 47 | 649843 | Telephone | 6,500 | 458 | 2,234 | 4,266 | 34.36% |
| 48 | 652080 | Internet | 1,200 | 91 | 451 | 749 | 37.54% |
| 49 | 702013 | Audit | 3,400 | - | - | 3,400 | 0.00% |
| 50 | 706076 | Legal Counsel | 500 | 397 | 397 | 103 | 79.48% |
| 51 | | Total Materials & Services | 428,400 | 38,564 | 188,696 | 239,704 | 44.05% |
| 52 | | | | | | | |
| 53 | 004-476 | Transfers | | | | | |
| 54 | 900001 | Transfer to Equip Reserve | 30,000 | - | 15,000 | 15,000 | 50.00% |
| 55 | 900002 | Transfer Computer Equip Res | 700 | - | - | 700 | 0.00% |
| 56 | 900003 | Transfer to Sanitation System Imp | 27,000 | - | 15,000 | 12,000 | 55.56% |
| 57 | 900004 | Transfer PW Building/Yard Res | 1,000 | - | - | 1,000 | 0.00% |
| 58 | | Total Transfers | 58,700 | - | 30,000 | 28,700 | 51.11% |
| 59 | | | | | | | |
| 60 | 004-476 | Fund Balance & Contingency | | | | | |
| 61 | 900900 | Operating Contingency | 15,000 | - | - | (15,000) | 0.00% |
| 62 | 999000 | Unapp Ending Fund Balance | 231,700 | 10,701 | 286,933 | 55,233 | 123.84% |
| 63 | | Total | 246,700 | 10,701 | 286,933 | 40,233 | |
| | | | - | - | - | - | |

Sanitation Equipment Reserve Fund

| | | | | | | | |
|----|----------------|----------------------------------|----------------|------------|----------------|-----------------|----------------|
| | 348-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 297,400 | - | 272,993 | (24,407) | 91.79% |
| 2 | | | | | | | |
| 3 | 348-000 | Revenue | | | | | |
| 4 | 400500 | Transfer From Sanitation Fund | 30,000 | - | 15,000 | (15,000) | 50.00% |
| 5 | 400400 | Investment Interest | 1,000 | 144 | 865 | (135) | 86.46% |
| 6 | 400600 | Asset Disposal Proceeds | - | - | - | - | 0.00% |
| 7 | | Total Revenue | 31,000 | 144 | 15,865 | (15,135) | 51.18% |
| 8 | | | | | | | |
| 9 | 348-100 | Capital Outlay | | | | | |
| 10 | 800600 | Equipment Acquisitions | 150,000 | 138 | 80,308 | 69,692 | 53.54% |
| 11 | 800700 | Equipment Refurbishment | 6,300 | - | 302 | 5,998 | 4.79% |
| 12 | | Total Capital Outlay | 156,300 | 138 | 80,610 | 75,690 | 51.57% |
| 13 | | | | | | | |
| 14 | 348-100 | Fund Balance | | | | | |
| 15 | 902000 | Reserved for Future Expenditures | 171,600 | - | - | (171,600) | 0.00% |
| 16 | 999000 | Unapp Ending Fund Balance | 500 | 6 | 208,247 | 207,747 | |
| 17 | | Total | 172,100 | 6 | 208,247 | 36,147 | 121.00% |
| 18 | | | - | - | - | - | |

| | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|--|--------|----------------|------------|--------------|-----------|
|--|--------|----------------|------------|--------------|-----------|

Sanitation System Improvement Fund

| | | | | | | |
|----|----------------|---------------------------------------|---------------|-------------|---------------|------------------------|
| 1 | 266-000 | Resources | | | | |
| 2 | 400100 | Beginning Fund Balance | 59,400 | - | 58,169 | (1,231) 97.93% |
| 3 | 266-000 | Revenue | | | | |
| 4 | 400500 | Transfer From Sanitation Fund | 27,000 | - | 15,000 | (12,000) 55.56% |
| 5 | 400400 | Interest | 100 | 37 | 203 | 103 202.98% |
| 6 | | Total Revenue | 27,100 | 37 | 15,203 | (11,897) 56.10% |
| 7 | | | | | | |
| 8 | 266-100 | Materials & Services | | | | |
| 9 | 608927 | Containeer Repairs | 5,000 | 132 | 722 | 4,278 14.44% |
| 10 | | Total Materials & Services | 5,000 | 132 | 722 | 4,278 14.44% |
| 11 | | | | | | |
| 12 | 266-100 | Capital Outlay | | | | |
| 13 | 800100 | System Improvements | 2,000 | - | - | 2,000 0.00% |
| 14 | 800600 | Equipment Acquisition | 20,000 | - | 19,758 | 243 98.79% |
| 15 | | Total Capital Outlay | 22,000 | - | 19,758 | 2,243 89.81% |
| 16 | | | | | | |
| 17 | 266-100 | Fund Balance | | | | |
| 18 | 902000 | Reserved for Future Exp | 59,000 | - | - | 59,000 |
| 19 | 999000 | Unapp Ending Fund Balance | 500 | (96) | 52,892 | (52,392) |
| 20 | | Total | 59,500 | (96) | 52,892 | 6,608 88.89% |
| 21 | | | - | - | - | - |

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| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|----------------|-----------------------|-------------------|---------------------|------------------|
| Street Fund | | | | | |
| Beginning Balance | 141,800 | - | 160,674 | 18,874 | 113.31% |
| Revenue | | | | | |
| State Tax Street Revenue | 334,600 | 30,863 | 151,210 | (183,390) | 45.19% |
| Sidewalk Permits | 1,000 | - | 275 | (725) | 27.50% |
| Investment Interest | 1,100 | 129 | 620 | (480) | 56.36% |
| Other Revenue | 1,200 | 3,487 | 4,075 | 2,875 | 339.60% |
| Total Revenue | 337,900 | 34,480 | 156,180 | (181,720) | 46.22% |
| Total Resources | 479,700 | 34,480 | 316,854 | 162,846 | 66.05% |
| Expenditures | | | | | |
| Personnel Services | 65,800 | 4,097 | 26,606 | 39,194 | 40.43% |
| Materials & Services | 202,100 | 14,137 | 83,668 | 118,432 | 41.40% |
| Transfers - Reserves | 49,200 | - | 20,000 | 29,200 | 40.65% |
| Transfers - Operating | - | - | - | - | 0.00% |
| Contingency | 20,000 | - | - | 20,000 | 0.00% |
| Total Expenditures | 337,100 | 18,234 | 130,274 | 206,826 | 38.65% |
| Ending Fund Balance | 142,600 | | 186,580 | | |

Street Equipment Reserve Fund

| | | | | | |
|---------------------------|---------------|-----------|---------------|----------------|---------------|
| Beginning Balance | 60,000 | - | 60,159 | 159 | 100.27% |
| Revenue | | | | | |
| Transfer from Street Fund | 20,000 | - | 10,000 | (10,000) | 50.00% |
| Interest | 200 | 49 | 245 | 45 | 122.52% |
| Total Revenue | 20,200 | 49 | 10,245 | (9,955) | 50.72% |
| Total Resources | 80,200 | 49 | 70,404 | (9,796) | 87.79% |
| Expenditures | | | | | |
| Capital Outlay | 20,000 | - | - | 20,000 | 0.00% |
| Total Expenditures | 20,000 | - | - | 20,000 | 0.00% |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|----------------------------|---------------|----------------|---------------|--------------|-----------|
| Ending Fund Balance | 60,200 | | 70,404 | | |
| | - | | - | | |

Street System Improvement Fund

| | | | | | |
|------------------------------|----------------|-----------|---------------|------------------|---------------|
| Beginning Balance | 89,000 | - | 81,452 | (7,548) | 91.52% |
| Revenue | | | | | |
| Transfer from Street Fund | 27,000 | - | 10,000 | (17,000) | 37.04% |
| State 5,000 Population Dist. | 200,000 | - | - | (200,000) | 0.00% |
| Other Income | - | - | 2,400 | 2,400 | 0.00% |
| Interest | 100 | 65 | 333 | 233 | 332.66% |
| Total Revenue | 227,100 | 65 | 12,733 | (214,367) | 5.61% |
| Total Resources | 316,100 | 65 | 94,184 | (221,916) | 29.80% |
| Expenditures | | | | | |
| Capital Outlay | 272,500 | - | 29 | 272,471 | 0.01% |
| Total Expenditures | 272,500 | - | 29 | 272,471 | 0.01% |
| Ending Fund Balance | 43,600 | | 94,156 | | |
| | - | | - | | |

Street System Development Fund

| | | | | | |
|----------------------------|------------------|------------|------------------|-----------------|----------------|
| Beginning Balance | 982,100 | - | 1,001,913 | 19,813 | 102.02% |
| Revenue | | | | | |
| System Development Fees | 20,000 | - | 6,444 | (13,556) | 32.22% |
| Interest | 5,000 | 701 | 3,724 | (1,276) | 74.48% |
| Total Revenue | 25,000 | 701 | 10,168 | (14,832) | 40.67% |
| Total Resources | 1,007,100 | 701 | 1,012,081 | 4,981 | 100.49% |
| Expenditures | | | | | |
| Capital Outlay | 18,000 | - | - | 18,000 | 0.00% |
| Ending Fund Balance | 989,100 | | 1,012,081 | | |
| | - | | - | | |

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|-------------------------------|---------------|----------------|---------------|----------------|----------------|
| Bike Path Reserve Fund | | | | | |
| Beginning Balance | 36,700 | - | 41,370 | 4,670 | 112.73% |
| Revenue | | | | | |
| State Tax Street Revenue | 3,400 | 312 | 1,527 | (1,873) | 44.92% |
| Interest | 200 | 24 | 131 | (69) | 65.74% |
| Total Revenue | 3,600 | 336 | 1,659 | (1,941) | 46.08% |
| Total Resources | 40,300 | 336 | 43,029 | 2,729 | 106.77% |
| Expenditures | | | | | |
| Capital Outlay | 20,000 | - | 7,721 | 12,279 | 38.60% |
| Total Expenditures | 20,000 | - | 7,721 | 12,279 | 38.60% |
| Ending Fund Balance | 20,300 | | 35,308 | | |
| | - | | - | | |

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Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|--------------------|----------------|---------------------------------|----------------|----------------|----------------|------------------|---------------|
| Street Fund | | | | | | | |
| | 005-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 141,800 | - | 160,674 | 18,874 | 113.31% |
| 2 | | | | | | | |
| 3 | 005-000 | Revenue | | | | | |
| 4 | 400500 | State Tax Street Revenue | 334,600 | 30,863 | 151,210 | (183,390) | 45.19% |
| 5 | 400625 | Sidewalk Permits | 1,000 | - | 275 | (725) | 27.50% |
| 6 | 400400 | Investment Interest | 1,100 | 129 | 620 | (480) | 56.36% |
| 7 | 409000 | Other Revenue | 1,200 | 3,487 | 4,075 | 2,875 | 339.60% |
| 8 | | Total Revenue | 337,900 | 34,480 | 156,180 | (181,720) | 46.22% |
| 9 | | | | | | | |
| 10 | 005-576 | Personnel Services | | | | | |
| 11 | 503780 | Direct Wages | 36,500 | 2,364 | 17,018 | 19,482 | 46.62% |
| 12 | 503790 | Wages - Overtime | 4,600 | 24 | 301 | 4,299 | 6.55% |
| 13 | 513344 | FICA | 3,200 | 179 | 1,305 | 1,895 | 40.78% |
| 14 | 539094 | Pension - PERS | 5,900 | 420 | 2,142 | 3,758 | 36.30% |
| 15 | 542344 | Workers' Compensation Ins | 1,100 | 51 | 522 | 578 | 47.42% |
| 16 | 546833 | Insurance Benefits | 13,400 | 1,060 | 5,319 | 8,081 | 39.69% |
| 17 | 548877 | Unemployment Insurance | 1,100 | - | - | 1,100 | 0.00% |
| 18 | | Total Personnel Services | 65,800 | 4,097 | 26,606 | 39,194 | 40.43% |
| 19 | | | | | | | |
| 20 | 005-576 | Materials & Services | | | | | |
| 21 | 601100 | Administrative Charges | 17,200 | 1,433 | 7,167 | 10,033 | 41.67% |
| 22 | 602171 | Insurance | 10,700 | - | 11,213 | (513) | 104.79% |
| 23 | 603100 | JC Work Crew Supplies | 500 | - | - | 500 | 0.00% |
| 24 | 603200 | Bank Fees | 300 | 17 | 109 | 191 | 36.23% |
| 25 | 608925 | Computer Software Support | 2,900 | - | 734 | 2,166 | 25.33% |
| 26 | 611519 | Electricity | 68,500 | 5,556 | 27,670 | 40,830 | 40.39% |
| 27 | 611770 | IT Services Charges | 3,000 | 263 | 896 | 2,104 | 29.86% |
| 28 | 611771 | Professional Services | 6,500 | - | 1,750 | 4,750 | 26.92% |
| 29 | 615018 | Fuel | 8,600 | 918 | 4,380 | 4,220 | 50.93% |
| 30 | 615100 | Vehicle & Equip Maint Charges | 26,400 | 1,758 | 8,798 | 17,602 | 33.32% |
| 31 | 623425 | Preventative Medical/OSHA | 2,200 | 43 | 827 | 1,373 | 37.58% |
| 32 | 628651 | Lane Council of Gov Dues | 200 | - | 181 | 19 | 90.31% |
| 33 | 628680 | Laundry and Cleaning | 1,500 | 116 | 630 | 870 | 41.99% |
| 34 | 629001 | League of Oregon Cities Dues | 400 | - | 384 | 16 | 96.08% |
| 35 | 632677 | Office Equipment Leases | 3,000 | 165 | 1,674 | 1,326 | 55.80% |
| 36 | 633850 | Natural Gas | 600 | 34 | 70 | 530 | 11.75% |
| 37 | 636921 | Office Supplies | 4,000 | 47 | 1,061 | 2,939 | 26.51% |
| 38 | 637917 | Op Materials & Supplies | 14,000 | 2,124 | 4,158 | 9,842 | 29.70% |
| 39 | 638000 | Street Signs | 2,500 | - | - | 2,500 | 0.00% |
| 40 | 638500 | Street Maintenance | 14,000 | - | 7,286 | 6,714 | 52.04% |
| 41 | 644650 | Building Maintenance Charges | 6,600 | 347 | 1,743 | 4,857 | 26.42% |
| 42 | 647030 | Travel and Training | 100 | - | - | 100 | 0.00% |
| 43 | 648000 | License Certification Fee | 100 | - | - | 100 | 0.00% |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|----------------|-------------------|----------------|-----------------|---------------|
| 44 | 648800 | Employee Recognition | 200 | - | - | 200 | 0.00% |
| 45 | 649843 | Telephone | 5,000 | 333 | 1,720 | 3,280 | 34.40% |
| 46 | 652080 | Internet | 300 | 7 | 35 | 265 | 11.69% |
| 47 | 702013 | Audit | 1,300 | - | - | 1,300 | 0.00% |
| 48 | 706076 | Legal Counsel | 1,500 | 977 | 1,183 | 317 | 78.85% |
| 49 | | Total Materials & Services | 202,100 | 14,137 | 83,668 | 118,432 | 41.40% |
| 50 | | | | | | | |
| 51 | 005-576 | Transfers | | | | | |
| 52 | 900001 | Transfer to Equip Reserve | 20,000 | - | 10,000 | 10,000 | 50.00% |
| 53 | 900004 | Transfer PW Building/Yard Res | 1,500 | - | - | 1,500 | 0.00% |
| 54 | 900039 | Transfer to Computer Equip Res | 700 | - | - | 700 | 0.00% |
| 55 | 900041 | Transfer to Street Imp Fund | 27,000 | - | 10,000 | 17,000 | 37.04% |
| 56 | | Total Transfers | 49,200 | - | 20,000 | 29,200 | 40.65% |
| 57 | | | | | | | |
| 58 | | Fund Balance & Contingency | | | | | |
| 59 | 900900 | Operating Contingency | 20,000 | - | - | (20,000) | 0.00% |
| 60 | 999000 | Unapp Ending Fund Balance | 142,600 | 16,246 | 186,580 | 43,980 | 130.84% |
| 61 | | Total | 162,600 | 16,246 | 186,580 | 23,980 | |
| | | | - | - | - | - | |

Street Equipment Reserve Fund

| | | | | | | | |
|----|----------------|----------------------------------|---------------|-----------|---------------|-----------------|----------------|
| | 349-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 60,000 | - | 60,159 | 159 | 100.27% |
| 2 | | | | | | | |
| 3 | 349-000 | Revenue | | | | | |
| 4 | 400500 | Transfer From Street Fund | 20,000 | - | 10,000 | (10,000) | 50.00% |
| 5 | 400400 | Investment Interest | 200 | 49 | 245 | 45 | 122.52% |
| 6 | | Total Revenue | 20,200 | 49 | 10,245 | (9,955) | 50.72% |
| 7 | | | | | | | |
| 8 | 349-100 | Capital Outlay | | | | | |
| 9 | 800600 | Equipment Acquisitions | 15,000 | - | - | 15,000 | 0.00% |
| 10 | 800700 | Equipment Refurbishment | 5,000 | - | - | 5,000 | 0.00% |
| 11 | | Total Capital Outlay | 20,000 | - | - | 20,000 | 0.00% |
| 12 | | | | | | | |
| 13 | 349-100 | Fund Balance | | | | | |
| 14 | 902000 | Reserved for Future Expenditures | 59,700 | - | - | (59,700) | |
| 15 | 999000 | Unapp Ending Fund Balance | 500 | 49 | 70,404 | 29,904 | |
| 16 | | Total | 60,200 | 49 | 70,404 | (29,796) | 116.95% |
| | | | - | - | - | - | |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|---------------------------------------|----------------|------------------------------|----------------|-------------------|---------------|------------------|----------------|
| Street System Improvement Fund | | | | | | | |
| 1 | 268-000 | Resources | | | | | |
| 2 | 400100 | Beginning Fund Balance | 89,000 | - | 81,452 | (7,548) | 0.00% |
| 3 | | | | | | | |
| 4 | 268-000 | Revenue | | | | | |
| 5 | 400500 | Transfer from Street Fund | 27,000 | - | 10,000 | (17,000) | 37.04% |
| 6 | 403000 | State 5,000 Population Dist. | 200,000 | - | - | (200,000) | 0.00% |
| 7 | 400400 | Interest | 100 | 65 | 333 | 233 | 332.66% |
| 8 | 409000 | Other Income | - | - | 2,400 | 2,400 | - |
| 9 | | Total Revenue | 227,100 | 65 | 12,733 | (214,367) | 5.61% |
| 10 | | | | | | | |
| 11 | 268-100 | Capital Outlay | | | | | |
| 12 | 800704 | Sidewalk Improvement Program | 28,000 | - | 29 | 27,971 | 0.10% |
| 13 | 800750 | Street Construction | 200,000 | - | - | 200,000 | 0.00% |
| 14 | 800751 | Street Refurbishment/Imp | 40,000 | - | - | 40,000 | 0.00% |
| 15 | 800800 | Street Maintenance Program | 4,500 | - | - | 4,500 | 0.00% |
| 16 | | Total Capital Outlay | 272,500 | - | 29 | 272,471 | 0.01% |
| 17 | | | | | | | |
| 18 | 268-100 | Fund Balance | | | | | |
| 19 | 902000 | Reserved for Future Exp | 43,100 | - | - | 43,100 | |
| 20 | 999000 | Unapp Ending Fund Balance | 500 | 65 | 94,156 | (93,656) | |
| 21 | | Total | 43,600 | 65 | 94,156 | (50,556) | 215.95% |
| | | | - | - | - | - | |

Street System Development Fund

| | | | | | | | |
|----|----------------|-----------------------------|----------------|------------|------------------|-----------------|----------------|
| | 407-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 982,100 | - | 1,001,913 | 19,813 | 102.02% |
| 2 | | | | | | | |
| 3 | 407-000 | Revenue | | | | | |
| 4 | 400500 | System Development Fees | 20,000 | - | 6,444 | (13,556) | 32.22% |
| 5 | 400400 | Interest | 5,000 | 701 | 3,724 | (1,276) | 74.48% |
| 6 | | Total Revenue | 25,000 | 701 | 10,168 | (14,832) | 40.67% |
| 7 | | | | | | | |
| 8 | 407-100 | Capital Outlay | | | | | |
| 9 | 800650 | Street System Expansion | 18,000 | - | - | 18,000 | 0.00% |
| 10 | | Total Capital Outlay | 18,000 | - | - | 18,000 | 100.00% |
| 11 | | | | | | | |
| 12 | 407-100 | Fund Balance | | | | | |
| 13 | 999000 | Unapp Ending Fund Balance | 989,100 | 701 | 1,012,081 | (22,981) | |
| 14 | | Total | 989,100 | 701 | 1,012,081 | (22,981) | 102.32% |
| 15 | | | - | - | - | - | |

| | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|--|--------|-------------------|---------------|-----------------|-----------|
|--|--------|-------------------|---------------|-----------------|-----------|

Bike Path Reserve Fund

| | | | | | | |
|----|----------------|-----------------------------|---------------|------------|---------------|-----------------------|
| 1 | 334-000 | Resources | | | | |
| 2 | 400100 | Beginning Fund Balance | 36,700 | - | 41,370 | 4,670 112.73% |
| 3 | 334-000 | Revenue | | | | |
| 4 | 400450 | State Tax Street Revenue | 3,400 | 312 | 1,527 | (1,873) 44.92% |
| 5 | 400400 | Interest | 200 | 24 | 131 | (69) 65.74% |
| 6 | | Total Revenue | 3,600 | 336 | 1,659 | (1,941) 46.08% |
| 7 | | | | | | |
| 8 | 334-100 | Capital Outlay | | | | |
| 9 | 800100 | System Improvements | 10,000 | - | 5,303 | 4,697 53.03% |
| 10 | 800650 | System Exapnsion | 10,000 | - | 2,418 | 7,582 24.18% |
| 11 | | Total Capital Outlay | 20,000 | - | 7,721 | 12,279 61.40% |
| 12 | | | | | | |
| 13 | 334-100 | Fund Balance | | | | |
| 14 | 999000 | Unapp Ending Fund Balance | 20,300 | 336 | 35,308 | (15,008) 173.93% |
| 15 | | Total | 20,300 | 336 | 35,308 | (15,008) |
| 16 | | | - | - | - | |

Internal Services Fund
November 2016

Summary Report

| | Budget | Current Period | YTD Amount | YTD Variance | % To Date |
|------------------------------|----------------|---------------------------|-----------------------|-------------------------|------------------|
| Beginning Balance | 20,100 | - | 18,611 | (1,489) | 92.59% |
| Revenue | | | | | |
| Charges for Services-Vehicle | 283,100 | 28,649 | 109,959 | (173,141) | 38.84% |
| Charges for Services-Bldg M | 78,600 | 5,383 | 23,622 | (54,978) | 30.05% |
| Charges for Services-IT | 38,100 | 3,572 | 15,527 | (22,573) | 40.75% |
| Investment Interest | 100 | 16 | 73 | (27) | 72.73% |
| Other Revenue | - | - | 632 | 632 | 0.00% |
| Total Revenue | 399,900 | 37,621 | 149,812 | (250,088) | 37.46% |
| Total Resources | 420,000 | 37,621 | 168,422 | 251,578 | 40.10% |
| Expenditures | | | | | |
| Personnel Services | 191,200 | 15,144 | 75,417 | 115,783 | 39.44% |
| Materials & Services | 208,400 | 19,323 | 69,518 | 138,882 | 33.36% |
| Contingency | 8,000 | - | - | 8,000 | 0.00% |
| Total Expenditures | 407,600 | 34,467 | 144,936 | 262,664 | 35.56% |
| Ending Fund Balance | 12,400 | | 23,487 | | |
| | - | | - | | |

Internal Services Fund
November 2016

Detail Report

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|-------------------------------|--|----------------|-------------------|----------------|------------------|---------------|
| Internal Services Fund | | | | | | |
| | 050-000 Resources | | | | | |
| 1 | 400100 Beginning Fund Balance | 20,100 | - | 18,611 | (1,489) | 92.59% |
| 2 | | | | | | |
| 3 | 050-000 Revenue | | | | | |
| 4 | 405300 Charges for Services-Vehicles | 283,100 | 28,649 | 109,959 | (173,141) | 38.84% |
| 5 | 405310 Charges for Services-Bldg Maint | 78,600 | 5,383 | 23,622 | (54,978) | 30.05% |
| 6 | 405320 Charges for Services-IT | 38,100 | 3,572 | 15,527 | (22,573) | 40.75% |
| 7 | 400400 Investment Interest | 100 | 16 | 73 | (27) | 72.73% |
| 8 | 409000 Other Revenue | - | - | 632 | 632 | 0.00% |
| 9 | Total Revenue | 399,900 | 37,621 | 149,812 | (250,088) | 37.46% |
| 10 | | | | | | |
| 11 | 050-100 Personnel Services | | | | | |
| 12 | 503780 Direct Wages | 112,100 | 9,249 | 46,065 | 66,035 | 41.09% |
| 13 | 503790 Wages - Overtime | 1,300 | - | - | 1,300 | 0.00% |
| 14 | 513344 FICA | 8,700 | 700 | 3,485 | 5,215 | 40.06% |
| 15 | 539094 Pension - PERS | 22,200 | 1,802 | 8,974 | 13,226 | 40.42% |
| 16 | 542344 Workers' Compensation Ins | 3,700 | 111 | 481 | 3,219 | 13.01% |
| 17 | 546833 Insurance Benefits | 40,300 | 3,282 | 16,412 | 23,888 | 40.72% |
| 18 | 548877 Unemployment Insurance | 2,900 | - | - | 2,900 | 0.00% |
| 19 | Total Personnel Services | 191,200 | 15,144 | 75,417 | 115,783 | 39.44% |
| 20 | | | | | | |
| 21 | 050-200 Materials & Services - Vehicles & Equipment | | | | | |
| 22 | 615110 Police Vehicle & Equip Maint | 7,000 | 263 | 990 | 6,010 | 14.14% |
| 23 | 615120 City Hall Vehicle&Equip Maint | 500 | - | - | 500 | 0.00% |
| 24 | 615122 Community Services Equip Maint | - | - | - | - | 0.00% |
| 25 | 615124 Parks Vehicle & Equip Maint | 1,000 | - | - | 1,000 | 0.00% |
| 26 | 615130 Water Vehicle & Equip Maint | 8,000 | 246 | 2,540 | 5,460 | 31.76% |
| 27 | 615140 Sewer Vehicle & Equip Maint | 19,900 | 364 | 3,051 | 16,849 | 15.33% |
| 28 | 615150 Sanitation Vehicle&Equip Maint | 62,700 | 10,827 | 27,761 | 34,939 | 44.28% |
| 29 | 615160 Streets Vehicle & Equip Maint | 11,100 | 371 | 2,025 | 9,075 | 18.24% |
| 30 | Total Materials & Services | 110,200 | 12,072 | 36,367 | 73,833 | 33.00% |
| 31 | | | | | | |
| 32 | 050-300 Materials & Services - Building Maintenance | | | | | |
| 33 | 645100 Police Building Maintenance | 3,500 | 99 | 377 | 3,123 | 10.77% |
| 34 | 645110 City Hall Building Maintenance | 7,000 | 132 | 1,208 | 5,792 | 17.26% |
| 35 | 645114 Comm Center Building Maint | - | - | 189 | (189) | 0.00% |
| 36 | 645116 Senior Center Building Maint | - | - | - | - | 0.00% |
| 37 | 645120 Library Building Maintenance | 3,000 | 65 | 148 | 2,852 | 4.92% |
| 38 | 645130 Pool Building Maintenance | 2,000 | 137 | 137 | 1,863 | 6.85% |
| 39 | 645140 Parks Building Maintenance | 1,000 | 265 | 265 | 735 | 26.46% |
| 40 | 645150 Water Building Maintenance | 5,500 | 418 | 435 | 5,065 | 7.92% |
| 41 | 645160 Sewer Building Maintenance | 3,600 | 555 | 572 | 3,028 | 15.89% |
| 42 | 645170 Sanitation Building Maint | 2,000 | 243 | 260 | 1,740 | 13.02% |

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date | |
|----|----------------|---|-------------------|---------------|-----------------|----------------|---------------|
| 43 | 645180 | Street Building Maintenance | 3,000 | 230 | 247 | 2,753 | 8.24% |
| 44 | | Total Materials & Services | 30,600 | 2,143 | 3,838 | 26,762 | 12.54% |
| 45 | | | | | | | |
| 46 | 050-400 | Materials & Services - IT Services | | | | | |
| 47 | 611750 | IT Services - City Hall | 5,000 | 546 | 3,017 | 1,983 | 60.34% |
| 48 | 611752 | IT Services - Police | 2,500 | 464 | 1,577 | 923 | 63.08% |
| 49 | 611754 | IT Services - Public Works | 6,000 | 558 | 1,144 | 4,856 | 19.07% |
| 50 | 611756 | IT Services - Comm Services | 500 | 31 | 31 | 469 | 6.25% |
| 51 | 611758 | IT Services - Senior Center | 500 | - | - | 500 | 0.00% |
| 52 | 611760 | IT Services - Court | 300 | 47 | 47 | 253 | 15.63% |
| 53 | | Total Materials & Services | 14,800 | 1,645 | 5,816 | 8,984 | 39.30% |
| 54 | | | | | | | |
| 55 | 050-500 | Materials & Services - IS Department | | | | | |
| 56 | 601100 | Administrative Charges | 34,500 | 2,875 | 14,375 | 20,125 | 41.67% |
| 57 | 602171 | Insurance | 4,800 | - | 5,429 | (629) | 113.10% |
| 58 | 608925 | Software Maintenance | 1,200 | - | 906 | 294 | 75.51% |
| 59 | 611519 | Electricity | 1,100 | 92 | 427 | 673 | 38.80% |
| 60 | 611771 | Professional Services | 1,000 | - | - | 1,000 | 0.00% |
| 61 | 615018 | Fuel | 500 | - | - | 500 | 0.00% |
| 62 | 615100 | Vehicle & Equip Maintenance | 1,000 | 147 | 595 | 405 | 59.51% |
| 63 | 623425 | Preventative Medical/OSHA | 500 | - | 70 | 430 | 14.00% |
| 64 | 628680 | Laundry & Cleaning | 700 | - | - | 700 | 0.00% |
| 65 | 632678 | Computer/Office Equip Maint | 500 | - | 84 | 416 | 16.78% |
| 66 | 633850 | Natural Gas | 700 | 65 | 330 | 370 | 47.11% |
| 67 | 636921 | Office Supplies | 600 | - | 110 | 490 | 18.34% |
| 68 | 637917 | Operating Materials & Supplies | 1,100 | 60 | 60 | 1,040 | 5.45% |
| 69 | 644650 | Building / Property Maint | 200 | - | - | 200 | 0.00% |
| 70 | 647030 | Travel & Training | 500 | - | - | 500 | 0.00% |
| 71 | 648000 | License Certification Fees | 300 | - | - | 300 | 0.00% |
| 72 | 648800 | Employee Recognition | 100 | - | - | 100 | 0.00% |
| 73 | 649843 | Telephone | 1,400 | 189 | 939 | 461 | 67.05% |
| 74 | 652080 | Internet | 500 | 35 | 173 | 327 | 34.55% |
| 75 | 702013 | Audit | 1,600 | - | - | 1,600 | 0.00% |
| 76 | | Total Materials & Services | 52,800 | 3,463 | 23,497 | 29,303 | 44.50% |
| 77 | | | | | | | |
| 78 | 050-920 | Fund Balance & Contingency | | | | | |
| 79 | 900900 | Operating Contingency | 8,000 | - | - | 8,000 | 0.00% |
| 80 | 999000 | Unapp Ending Fund Balance | 12,400 | 3,154 | 23,487 | (11,087) | 189.41% |
| 81 | | Total | 20,400 | 3,154 | 23,487 | (3,087) | |
| | | | - | - | - | - | |

Other Funds
November 2016

Detail Report

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|------------------------------|----------------|---------------------------------------|----------------|-------------------|----------------|-----------------|---------------|
| State Revenue Sharing | | | | | | | |
| | 250-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 105,600 | - | 100,132 | (5,468) | 94.82% |
| 2 | | | | | | | |
| 3 | 250-000 | Revenue | | | | | |
| 4 | 400500 | Receipts | 56,000 | 14,545 | 40,436 | (15,564) | 72.21% |
| 5 | 400400 | Interest | 500 | 98 | 466 | (34) | 93.28% |
| 6 | | Total Revenue | 56,500 | 14,642 | 40,903 | (15,597) | 72.39% |
| 7 | | | | | | | |
| 8 | | Total Resources | 162,100 | 14,642 | 141,035 | (21,065) | 87.00% |
| 9 | | | | | | | |
| 10 | 250-920 | Materials & Services | | | | | |
| 11 | 635290 | Miscellaneous | 100,000 | - | - | 100,000 | 0.00% |
| 12 | | Total Materials & Services | 100,000 | - | - | 100,000 | 0.00% |
| 13 | | | | | | | |
| 14 | 250-920 | Capital Outlay | | | | | |
| 15 | 800822 | Police Projects | - | - | - | - | 0.00% |
| 16 | 800824 | Parks Projects | - | - | - | - | 0.00% |
| 17 | 800826 | Web Site Upgrade | 20,000 | - | - | 20,000 | 0.00% |
| 18 | | Total Capital Outlay | 20,000 | - | - | 20,000 | 0.00% |
| 19 | | | | | | | |
| 20 | 250-920 | Fund Balance | | | | | |
| 21 | 999000 | Unapp Ending Fund Balance | 42,100 | 14,642 | 141,035 | 98,935 | 335.00% |
| | | | - | - | - | - | |

Community Development Revolving Loan Fund

| | | | | | | | |
|----|----------------|--------------------------------|------------------|---------------|------------------|----------------|---------------|
| | 401-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 1,039,500 | - | 1,040,272 | 772 | 100.07% |
| 2 | | | | | | | |
| 3 | 401-000 | Revenue | | | | | |
| 4 | 400400 | Investment Interest | 5,800 | 747 | 3,912 | (1,888) | 67.45% |
| 5 | 400800 | Loan Application Fees | - | - | 200 | 200 | 0.00% |
| 6 | 401260 | Moto Gear Principal | 3,000 | 412 | 2,033 | (967) | 67.76% |
| 7 | 401270 | Moto Gear Interest | 300 | 12 | 89 | (211) | 29.53% |
| 8 | 407400 | Grant: Rural Tourism Marketing | 10,000 | 10,740 | 10,740 | 740 | 107.40% |
| 9 | 408352 | Interfund Loan-Water Sys Imp | 21,500 | - | 21,500 | - | 100.00% |
| 10 | 409000 | Other Receipts | 200 | - | - | (200) | 0.00% |
| 11 | | Total Revenue | 40,800 | 11,911 | 38,473 | (2,327) | 94.30% |
| 12 | | | | | | | |
| 13 | | Total Resources | 1,080,300 | 11,911 | 1,078,745 | (1,555) | 99.86% |

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|----------------|------------|--------------|----------------------|
| 14 | | | | | | |
| 15 | 401-100 | Materials & Services | | | | |
| 16 | 606313 | Contract Services | 2,300 | - | - | 2,300 0.00% |
| 17 | 606326 | Business Dev Loans | 340,000 | - | - | 340,000 0.00% |
| 18 | 606331 | Business Dev Microloans | 231,000 | - | - | 231,000 0.00% |
| 19 | 606335 | Facade Enhancement Program | 70,000 | - | - | 70,000 0.00% |
| 20 | 608925 | Computer Software Support | 500 | - | - | 500 0.00% |
| 21 | 636921 | Office Expenses | 500 | - | - | 500 0.00% |
| 22 | 706076 | Legal Counsel | 2,000 | - | - | 2,000 0.00% |
| 23 | | Total Materials & Services | 646,300 | - | - | 646,300 0.00% |
| 24 | | | | | | |
| 25 | 401-200 | Materials & Services | | | | |
| 26 | 606330 | Economic Development Program: | 91,000 | - | - | 91,000 0.00% |
| | 632700 | Grant: Rural Tourism Marketing | 32,000 | - | - | 32,000 0.00% |
| 27 | 636921 | Office Supplies | 100 | - | - | 100 0.00% |
| 28 | 702013 | Audit | 100 | - | - | 100 0.00% |
| 29 | | Total Materials & Services | 123,200 | - | - | 123,200 0.00% |
| 30 | | | | | | |
| 31 | 401-900 | Fund Balance | | | | |
| 32 | 999000 | Unapp Ending Fund Balance | 310,800 | 11,911 | 1,078,745 | 767,945 347.09% |
| | | | - | - | - | |

Health Insurance Fund

| | | | | | | |
|---|----------------|---------------------------|--------|----|--------|--------------|
| 1 | 010-000 | Resources | | | | |
| 2 | 400100 | Beginning Fund Balance | 50,100 | - | 50,153 | 53 100.11% |
| 3 | | | | | | |
| 4 | 010-000 | Revenue | | | | |
| 5 | 400400 | Investment Interest | 300 | 35 | 186 | (114) 61.89% |
| 6 | | | | | | |
| 7 | 010-100 | Fund Balance | | | | |
| 8 | 999000 | Unapp Ending Fund Balance | 50,400 | 35 | 50,338 | (62) 99.88% |
| | | | - | - | - | |

Other Capital Project & Reserve Funds
November 2016

Detail Report

| | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|--|--|---------------|----------------|---------------|--------------|---------------|
| Administrative Vehicle & Equipment Fund | | | | | | |
| | 328-000 Resources | | | | | |
| 1 | 400100 Beginning Fund Balance | 12,700 | - | 11,883 | (817) | 93.56% |
| 2 | | | | | | |
| 3 | 328-000 Revenue | | | | | |
| 4 | 400400 Interest | 100 | 8 | 44 | (56) | 43.99% |
| 5 | Total Revenue | 100 | 8 | 44 | (56) | 43.99% |
| 6 | | | | | | |
| 7 | Total Resources | 12,800 | 8 | 11,927 | (874) | 93.18% |
| 8 | | | | | | |
| 9 | 328-100 Capital Outlay | | | | | |
| 10 | 800600 Equipment/Furniture Acquisition | - | - | - | - | 0.00% |
| 11 | Total Capital Outlay | - | - | - | - | 0.00% |
| 12 | | | | | | |
| 13 | 328-100 Fund Balance | | | | | |
| 14 | 999000 Unapp Ending Fund Balance | 12,800 | 8 | 11,927 | (874) | 93.18% |
| | | - | - | - | - | |

Building Replacement Reserve Fund

| | | | | | | |
|----|-----------------------------------|---------------|-----------|---------------|--------------|---------------|
| | 319-000 Resources | | | | | |
| 1 | 400100 Beginning Fund Balance | 75,600 | - | 75,654 | 54 | 100.07% |
| 2 | | | | | | |
| 3 | 319-000 Revenue | | | | | |
| 4 | 400400 Investment Interest | 500 | 53 | 280 | (220) | 56.01% |
| 5 | 400540 Transfer from General Fund | - | - | - | - | 0.00% |
| 6 | Total Revenue | 500 | 53 | 280 | (220) | 56.01% |
| 7 | | | | | | |
| 8 | Total Resources | 76,100 | 53 | 75,934 | (166) | 99.78% |
| 9 | | | | | | |
| 10 | 319-100 Fund Balance | | | | | |
| 11 | 999000 Unapp Ending Fund Balance | 76,100 | 53 | 75,934 | (166) | 99.78% |
| | | - | - | - | - | |

Building Reserve Fund

| | | | | | | |
|---|-------------------------------|--------|---|--------|----------|--------|
| | 318-000 Resources | | | | | |
| 1 | 400100 Beginning Fund Balance | 89,200 | - | 72,457 | (16,743) | 81.23% |
| 2 | | | | | | |
| 3 | 318-000 Revenue | | | | | |

| | | | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|----|----------------|---------------------------------------|---------------|----------------|---------------|-----------------|----------------|
| 4 | 400400 | Investment Interest | 500 | 44 | 237 | (263) | 47.47% |
| 5 | 400520 | Transfer from General Fund | - | - | - | - | 0.00% |
| 6 | | Total Revenue | 500 | 44 | 237 | (263) | 47.47% |
| 7 | | | | | | | |
| 8 | 318-100 | Materials & Services | | | | | |
| 9 | 611771 | Professional Services | - | - | - | - | 0.00% |
| 10 | 644660 | Building Repairs & Maintenance | - | - | - | - | 0.00% |
| 11 | | Total Materials & Services | - | - | - | - | 0.00% |
| 12 | | | | | | | |
| 13 | 318-100 | Capital Outlay | | | | | |
| 14 | 800760 | Building Refurbishment | 40,000 | - | 8,964 | 31,036 | 22.41% |
| 15 | 800780 | Building Improvemens | - | - | - | - | 0.00% |
| 16 | | Total Capital Outlay | 40,000 | - | 8,964 | 31,036 | 22.41% |
| 17 | | | | | | | |
| 18 | 318-100 | Fund Balance | | | | | |
| 19 | 902000 | Reserve for Future Expenditures | 49,200 | 49,200 | 49,200 | 49,200 | |
| 20 | 999000 | Unapp Ending Fund Balance | 500 | (49,156) | 14,531 | (97,241) | |
| 21 | | | 49,700 | 44 | 63,731 | (48,041) | 128.23% |
| | | | - | - | - | - | |

Computer Equipment Reserve Fund

| | | | | | | | |
|----|----------------|---------------------------------------|---------------|----------------|---------------|-----------------|-----------------|
| | 345-000 | Resources | | | | | |
| 1 | 400100 | Beginning Fund Balance | 57,500 | - | 52,492 | (5,008) | 91.29% |
| 2 | | | | | | | |
| 3 | 345-000 | Revenue | | | | | |
| 4 | 400400 | Investment Interest | 300 | 9 | 76 | (224) | 25.50% |
| 5 | 400521 | Transfer from Water Fund | 500 | - | - | (500) | 0.00% |
| 6 | 400522 | Transfer from Sewer Fund | 1,000 | - | - | (1,000) | 0.00% |
| 7 | 400523 | Transfer from Sanitation Fund | 700 | - | - | (700) | 0.00% |
| 8 | 400527 | Transfer from Street Fund | 700 | - | - | (700) | 0.00% |
| 9 | | Total Revenue | 3,200 | 9 | 76 | (3,124) | 2.39% |
| 10 | | | | | | | |
| 11 | 608925 | Software Upgrades | 10,000 | - | - | 10,000 | 0.00% |
| 12 | | Total Materials & Services | 10,000 | - | - | 10,000 | 0.00% |
| 13 | | | | | | | |
| 14 | 345-100 | Capital Outlay | | | | | |
| 15 | 800100 | System Improvements/Expansion | 1,000 | - | 671 | 329 | 67.13% |
| 16 | 800600 | Equipment Acquisition | 49,200 | 3,226 | 39,213 | 9,987 | 79.70% |
| 17 | | Total Capital Outlay | 50,200 | 3,226 | 39,884 | 10,316 | 79.45% |
| 18 | | | | | | | |
| 19 | 345-100 | Fund Balance | | | | | |
| 20 | 902000 | Reserve for Future Expenditures | - | - | - | - | |
| 21 | 999000 | Unapp Ending Fund Balance | 500 | (3,218) | 12,684 | (28,447) | |
| 22 | | | 500 | (3,218) | 12,684 | (28,447) | 2536.86% |

| | Budget | Current Period | YTD Amount | YTD Variance | % to Date |
|--|--------|----------------|------------|--------------|-----------|
| | - | - | - | - | |

Prairie Road Street Improvement Fund

| | | | | | | |
|----|----------------|---------------------------|---------|-----|---------|---------------|
| | 350-000 | Resources | | | | |
| 1 | 400100 | Beginning Fund Balance | 246,800 | - | 247,009 | 209 100.08% |
| 2 | | | | | | |
| 3 | 350-000 | Revenue | | | | |
| 4 | 400400 | Investment Interest | 1,200 | 172 | 914 | (286) 76.20% |
| 5 | | | | | | |
| 6 | 350-100 | Capital Outlay | | | | |
| 7 | 800100 | Street Improvements | 218,000 | - | - | 218,000 0.00% |
| 8 | | | | | | |
| 9 | 345-100 | Fund Balance | | | | |
| 10 | 999000 | Unapp Ending Fund Balance | 30,000 | 172 | 247,923 | (218,077) |
| 11 | | | - | - | - | - |

PW Building/Yard Reserve

| | | | | | | |
|----|----------------|---------------------------------|---------------|-----------|--------------|----------------------|
| | 354-000 | Resources | | | | |
| 1 | 400100 | Beginning Fund Balance | 31,500 | - | 30,703 | (797) 97.47% |
| 2 | | | | | | |
| 3 | 354-000 | Revenue | | | | |
| 4 | 400400 | Investment Interest | 100 | 20 | 105 | 5 104.78% |
| 5 | 400501 | Transfer from Sewer Fund | 5,000 | - | - | (5,000) 0.00% |
| 6 | 400502 | Transfer from Sanitation Fund | 1,000 | - | - | (1,000) 0.00% |
| 7 | 400523 | Transfer from Street Fund | 1,500 | - | - | (1,500) 0.00% |
| 8 | 400575 | Transfer from Water Fund | 500 | - | - | (500) 0.00% |
| 9 | | Total Revenue | 8,100 | 20 | 105 | (7,995) 1.29% |
| 10 | | | | | | |
| 11 | 354-100 | Capital Outlay | | | | |
| 12 | 800760 | Building Refurbishment | 13,000 | - | - | 13,000 0.00% |
| 13 | 800780 | Building Improvements | 13,000 | - | 2,400 | 10,600 18.46% |
| 14 | | Total Capital Outlay | 26,000 | - | 2,400 | 23,600 9.23% |
| 15 | | | | | | |
| 16 | 354-100 | Fund Balance | | | | |
| 17 | 902000 | Reserve for Future Expenditures | 13,100 | - | - | (13,100) |
| 18 | 999000 | Unapp Ending Fund Balance | 500 | 20 | 28,408 | (19,292) |
| 19 | | | 13,600 | 20 | 28,408 | (32,392) 208.88% |
| | | | - | - | - | - |