

## **YACHATS CITY RECORDER'S REPORT**

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### **Personnel**

July was a very busy month. It is when staff is trying to close out the previous fiscal year in preparation of the upcoming audit, open the new one, and post the new budget figures. And it seems like if there is going to be a change in staff – that is when it happens!

Kimmie Allison started as the new Administrative Assistant on July 11 and began training. Debrah will be training her on the utility billing because she has worked with that program most recently. In addition, since I was out of the office for a vacation after Kimmie had only been here one week (one that I had planned many, many months ago) Debrah ended up training her on other things that came up while I was away while still trying to keep up with her own end of year/new year duties.

Kimmie has been here a little over three weeks now, and I know that I have a dream team in City Hall. Yachats is lucky to have them.

### **Tax Receipts**

Food and Beverage *actual* receipts for the previous quarter are down from this time last year. However, there is one delinquent return left to come in and the City Attorney is still working with the market regarding the tax issue on their prepared food. The City received full payment from the escrow closing of one property that had been in foreclosure. The check, which included penalties and interest, was a little over \$15,500. Although that payment is not considered part of actual receipts for the previous quarter because the amounts were due in the 2009-2010 fiscal year, they will show on the books as cash received in the 2011-2012 fiscal year.

Room Tax returns for the FY2011 4<sup>th</sup> quarter were down slightly from FY2010 4<sup>th</sup> quarter. However, the difference is the least it has been for any quarter this past year when compared to that same one the year before. Does that mean a slight up-trend is starting? The water sales for July were close to the June sales and so maybe not, but the Finance Committee has not yet made a direct link between the two.

### **Accounting and Budget**

I have not finished my in-house audit of the 2010-2011 accounting records completely; however, I can report that business licenses, transient rental licenses, cable and electric franchise fees, revenue sharing and cigarette tax receipts were all over budget. Water and Sewer income was also more than budgeted. Property tax receipts for the GO Bonds and the general fund exceeded budget amounts, but the receipts of taxes in the Urban Renewal District did not meet expectations.