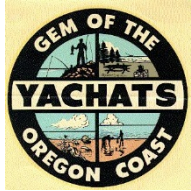


The Yachats City Council Vision

Our village is a place where natural resources are valued and protected, where diversity is celebrated, and where a vibrant economy and sense of community pride create and recreate a living spirit. Yachats cares not just for its citizens' basic needs but also supports them in their efforts to excel mentally, physically, artistically, and spiritually. It is a community with an enduring sense of itself.



CITY OF YACHATS  
CITY COUNCIL MEETING

Civic Meeting Room, Yachats Commons

July 14, 2016

Regular Meeting 2:00 P.M.

A G E N D A

- I. Announcements and Correspondence  
Letter: Linda Hetzler re: Health Clinic Location
- II. Citizen's Concerns
- III. Consent Agenda
  - A. Minutes of June 1, 2016 Work Session and June 9, 2016 Regular Meeting
  - B. Bills for Approval
  - C. Resolution No 2016-06-08 – Amending 2015-2016 Fiscal Year Budget
- IV. Reports
  - A. Council
  - B. Written Reports:  
City Administrator, Code Enforcement Officer, Public Works Department, Emergency Preparedness Committee and Financial Report from City Recorder
- V. Public Hearing - Amendments to Yachats Municipal Code – Chapter 9 – Zoning and Land Use
  - A. Ordinance No. 346 - An Ordinance Amending The Yachats Municipal Code Chapter 9 – Zoning And Land Use, Sections 9.04.030 – Definitions, 9.12 - R-1 Residential Zone, 9.16 – R-2 Residential Zone, 9.20 – R-3 Residential Zone, 9.24 – R-4 Residential Zone, And 9.28 – C-1 – Commercial Zone
- VI. Business
  - A. Ordinance No. 344 - An Ordinance Repealing Ordinance No. 326 As Amended By Ordinance No 336 And Repealing Chapter 3.14 Of The Yachats Municipal Code
  - B. Resolution No. 2016-07-01 – Ballot Title for November Election on Marijuana Tax and Ordinance No. 345 - An Ordinance Amending The Yachats Municipal Code To Add Chapter 3.14 - Marijuana And Marijuana-Infused Products Tax
  - C. Legislative Priorities
  - D. Request: No Fragrance Policy
  - E. City Logo
- VIII. Other Business
  - A. From the Council
  - B. From the Staff

**This meeting is open to the public and interested citizens are invited to attend. This is an open meeting under Oregon Revised Statutes, not a community forum; audience participation is at the discretion of the Council.**

**The meeting will be audio recorded. Minutes of this and all public meetings are available for review in the City Office. The meeting place is accessible to persons with disabilities. Please let us know if you will need any special accommodations to attend the meeting by calling the City Recorder at 547-3565, or Oregon Relay 1-800-735-2900 (T.D.D.) two days in advance.**

**The City of Yachats does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.**



To: Yachats city council

I love that people in Yachats work to create an even better healthier self sufficient dynamic town! As a community member, a business owner and chamber representative I am sending this letter to voice my concerns over the proposal to use space in the commons for a health clinic. Our community center is a place for all kinds of community activities and I applaud the efforts of the city representatives and community members who have made this a viable economically stable diverse facility.

Providing space to a health clinic is a conflict of interest for the city. Providing rental space for a business when other space is available creates unfair competition. I believe there are laws that address this issue.

Utilizing a space in the commons for a long term rental takes away from its ability to be utilized for multiple community functions: art fairs, music festivals, physic fairs etc.

The commons is an integral part of the business community. It provides an outlet for multiple events all year long that complement and enhance our local business. With the addition of the bank building these opportunities could expand several fold and bring monies to all businesses and thereby city coffers as well. A health clinic is a business and should be treated as such. If there were no options available then it would make sense for the city to offer the option of using a city facility. As it stands there are options. It would be irresponsible and unethical to provide space in the commons at this time to a health clinic.

Lots of love to you all  
Linda Hetzler

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**Bills for Approval**

June 2016

A/P Checks 6-15-16	\$102,192.46
A/P Checks6-30-16	\$25,569.72
Manual Checks	\$11,115.00

**Total checks for Period** \$138,877.18

Mayor \_\_\_\_\_

Councilor \_\_\_\_\_

Councilor \_\_\_\_\_

Councilor \_\_\_\_\_

Councilor \_\_\_\_\_

**Accounts Payable Check Register Report - Bank of the West-196002034***For The Fiscal Periods Range From 2016-12 To 2016-12**For All Vendors And For Outstanding, Cleared Checks - Computer Generated, Hand Written*

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
3159	H	6/1/2016	216	LINCOLN CO CLERK	\$36.00	C
3160	H	6/8/2016	500	LOUIS CAPUTO	\$2,300.00	C
3161	H	6/20/2016	71	OREGON MAYORS ASSOCIATION	\$369.00	C
3162	H	6/22/2016	978	USPS	\$110.00	C
3163	H	6/22/2016	1301	Ross Kanaga	\$200.00	C
3164	H	6/22/2016	1302	Carolyn Kruger	\$100.00	C
3165	H	6/30/2016	500	LOUIS CAPUTO	\$3,000.00	C
3166	H	6/30/2016	1307	Andrews Ersoff & Zantello Lawyer Trust Account	\$5,000.00	C
21183	C	6/15/2016	1267	AT&T MOBILITY	\$183.42	C
21184	C	6/15/2016	43	BAKER & TAYLOR	\$232.88	C
21185	C	6/15/2016	842	BANKCARD CENTER-NB	\$3,057.67	C
21186	C	6/15/2016	962	BANKCARD CENTER-RB	\$1,789.63	C
21187	C	6/15/2016	1033	C & K MARKET INC	\$70.50	C
21188	C	6/15/2016	15	CASH & CARRY	\$67.03	C
21189	C	6/15/2016	47	CENTRAL LINCOLN PUD	\$5,292.23	C
21190	C	6/15/2016	1255	CIVIL WEST ENGINEERING SERVICES, INC.	\$268.00	C
21191	C	6/15/2016	50	CLEAR OUTLOOK	\$250.00	C
21192	C	6/15/2016	140	DAHL DISPOSAL	\$600.00	C
21193	C	6/15/2016	1293	DAN KAUFFMAN EXCAVATING INC.	\$49,362.95	C
21194	C	6/15/2016	159	ECKMAN CREEK QUARRIES	\$68.41	C
21195	C	6/15/2016	1299	FASTENAL	\$501.18	C
21196	C	6/15/2016	1128	FERGUSON ENTERPRISES	\$2,574.69	C
21197	C	6/15/2016	1183	INDUSTRIAL CREDIT SERVICES	\$4.28	C
21198	C	6/15/2016	1148	JACK C ERIKSEN	\$200.00	C
21199	C	6/15/2016	1297	JOAN DAVIES	\$5,000.00	C
21200	C	6/15/2016	1182	MATTHEW ARCK	\$1,365.00	C
21201	C	6/15/2016	903	NEWPORT LAZERQUICK	\$155.55	C
21202	C	6/15/2016	137	NEWPORT NEWS TIMES	\$31.49	C
21203	C	6/15/2016	38	OREGON AFSCME COUNCIL 75	\$385.96	C
21204	C	6/15/2016	127	OREGON LINEN INC	\$68.98	C
21205	C	6/15/2016	107	PIONEER TELEPHONE	\$1,572.98	C
21206	C	6/15/2016	1201	REECE & ASSOCIATES, INC.	\$22,485.56	C
21207	C	6/15/2016	1197	SHELL	\$381.00	C
21208	C	6/15/2016	462	SHERWIN WILLIAMS CO, THE	\$27.00	C
21209	C	6/15/2016	1061	SPEER HOYT LLC	\$669.70	C

**Accounts Payable Check Register Report - Bank of the West-196002034***For The Fiscal Periods Range From 2016-12 To 2016-12**For All Vendors And For Outstanding, Cleared Checks - Computer Generated, Hand Written*

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
21210	C	6/15/2016	852	STAPLES ADVANTAGE	\$149.00	C
21211	C	6/15/2016	109	TCB ANSWERING SERVICE INC	\$167.40	C
21212	C	6/15/2016	32	TEN MILE LOCK & SAFE	\$1,293.70	C
21213	C	6/15/2016	158	USA BLUE BOOK	\$1,085.37	C
21214	C	6/15/2016	978	USPS	\$110.00	C
21215	C	6/15/2016	1166	WILL WILLIAMS	\$1,945.70	C
21216	C	6/15/2016	337	XEROX CORPORATION	\$646.99	C
21217	C	6/15/2016	68	YACHATS MERCANTILE	\$128.21	C
21218	C	6/30/2016	40	ALSEA BAY POWER PRODUCTS	\$23.95	C
21219	C	6/30/2016	221	ANALYTICAL LABORATORY & CONSULTANTS INC	\$40.00	C
21220	C	6/30/2016	856	AUTOMATION GROUP INC, THE	\$2,760.78	C
21221	C	6/30/2016	1296	BOB LANGLEY	\$75.78	C
21222	C	6/30/2016	1280	CANDEN DEVELOPMENT LLC	\$3,073.90	C
21223	C	6/30/2016	1128	FERGUSON ENTERPRISES	\$457.42	C
21224	C	6/30/2016	1020	FRIENDS OF THE YACHATS LIBRARY	\$21.17	C
21225	C	6/30/2016	1306	H & H Flagging and Traffic Control, LLC	\$240.00	C
21226	C	6/30/2016	199	HACH COMPANY	\$1,195.00	C
21227	C	6/30/2016	1206	HEARD FARMS. INC	\$236.38	C
21228	C	6/30/2016	1105	KIMMIE L JACKSON	\$40.00	C
21229	C	6/30/2016	1036	JD COMPUTER AND CELLULAR	\$600.00	C
21230	C	6/30/2016	1297	JOAN DAVIES	\$32.49	C
21231	C	6/30/2016	1285	JUST GOOD COOKIN' LLC	\$39.38	C
21232	C	6/30/2016	416	LARRY B LEWIS	\$3,235.23	C
21233	C	6/30/2016	1263	LOREN A. DICKINSON	\$48.98	C
21234	C	6/30/2016	499	MCI	\$62.23	C
21235	C	6/30/2016	1086	DONNA JILL McLEAN	\$200.00	C
21236	C	6/30/2016	1304	Neofunds by Neopost	\$100.00	C
21237	C	6/30/2016	643	NEWPORT AUTO PARTS	\$88.88	C
21238	C	6/30/2016	137	NEWPORT NEWS TIMES	\$453.01	C
21239	C	6/30/2016	1007	DONALD W NISKANEN	\$3,321.78	C
21240	C	6/30/2016	294	NYHUS SURVEYING INC	\$200.00	C
21241	C	6/30/2016	1300	OCCMA	\$159.11	C
21242	C	6/30/2016	38	OREGON AFSCME COUNCIL 75	\$385.96	C
21243	C	6/30/2016	289	OREGON COAST MAGAZINE	\$454.00	C
21244	C	6/30/2016	127	OREGON LINEN INC	\$205.00	C

**Accounts Payable Check Register Report - Bank of the West-196002034***For The Fiscal Periods Range From 2016-12 To 2016-12**For All Vendors And For Outstanding, Cleared Checks - Computer Generated, Hand Written*

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
21245	C	6/30/2016	1303	Polly Plumb Productions	\$1,500.00	C
21246	C	6/30/2016	88	SAFE SECURITY	\$37.02	C
21247	C	6/30/2016	462	SHERWIN WILLIAMS CO, THE	\$43.60	C
21248	C	6/30/2016	657	ELISA M SPRINGSTEEN	\$200.00	C
21249	C	6/30/2016	852	STAPLES ADVANTAGE	\$234.36	C
21250	C	6/30/2016	310	STAPLES CREDIT PLAN	\$217.04	C
21251	C	6/30/2016	310	STAPLES CREDIT PLAN	\$379.75	C
21252	C	6/30/2016	540	LEON C STERNER	\$1,132.00	C
21253	C	6/30/2016	109	TCB ANSWERING SERVICE INC	\$95.20	C
21254	C	6/30/2016	32	TEN MILE LOCK & SAFE	\$256.05	C
21255	C	6/30/2016	266	WALDPORT READY MIX	\$285.00	C
21256	C	6/30/2016	1295	WALTER ORCHARD	\$91.87	C
21257	C	6/30/2016	1166	WILL WILLIAMS	\$3,151.65	C
21258	C	6/30/2016	1205	ZERO WASTE USA	\$195.75	C
					<b>Cleared</b>	<b>\$138,877.18</b>
					<b>Outstanding</b>	<b>\$0.00</b>
					<b>Void</b>	<b>\$0.00</b>

## CITY OF YACHATS

## A/P Control Report

for user asystAdmin from 2016-12 to 2016-12

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
22509	1033	C & K MARKET INC	1	1663031	Yes	2016 12		6/1/16	7/1/16		\$11.65
	Desc:	Break room Supplies									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		5.83		0.00	0		
	Desc:	Break room Supplies									
	2	70-01-5341		Plant & System Operations		5.82		0.00	0		
	Desc:	Break room Supplies									
22510	1183	INDUSTRIAL CREDIT SERV	1	May2016	Yes	2016 12		5/31/16	6/30/16		\$4.28
	Desc:	Garnish #143983									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-00-2120		Payroll Withholding Payable		4.28		0.00	0		
	Desc:	Garnish #143983									
22512	107	PIONEER TELEPHONE	1	June2016	Yes	2016 12		6/2/16	7/2/16		\$1,572.98
	Desc:	Mo. Landline Services									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5251		Office Phone, Cell or DSL		148.87		0.00	0		
	Desc:	Mo. Landline Services									
	2	22-01-5251		Office Phone, Cell or DSL		105.27		0.00	0		
	Desc:	Mo. Landline Services									
	3	23-01-5251		Office Phone, Cell or DSL		55.30		0.00	0		
	Desc:	Mo. Landline Services									
	4	24-01-5251		Office Phone, Cell or DSL		164.58		0.00	0		
	Desc:	Mo. Landline Services									
	5	60-01-5251		Office Phone, Cell or DSL		663.40		0.00	0		
	Desc:	Mo. Landline Services									
	6	70-01-5251		Office Phone, Cell or DSL		435.56		0.00	0		
	Desc:	Mo. Landline Services									
22513	978	USPS	1	060216PO345	Yes	2016 12		6/2/16	7/2/16		\$110.00
	Desc:	6 months PO box rental #345									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5210		Dues, Memberships & Fees		110.00		0.00	0		
	Desc:	6 months PO box rental #345									
22514	1201	REECE & ASSOCIATES, IN	1	5781	Yes	2016 12		5/31/16	6/30/16		\$1,580.00
	Desc:	COY1501-Yachats Public Works Design									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	15-01-7921		Sewer System Improvements		105.00		0.00	0		
	Desc:	COY1501-Yachats Public Works Design									
	2	15-01-7920		Water System Improvements		1,475.00		0.00	0		
	Desc:	COY1501-Yachats Public Works Design									
22515	1201	REECE & ASSOCIATES, IN	1	5780	Yes	2016 12		5/31/16	6/30/16		\$4,535.00
	Desc:	COY1401-Yachats PW design									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	20-01-7242		Waterline Construction - Hwy		4,535.00		0.00	0		
	Desc:	COY1501-Yachats Public Works Design									
22516	1201	REECE & ASSOCIATES, IN	1	5758	Yes	2016 12		4/29/16	5/29/16		\$5,076.50
	Desc:	HWY 101 Waterline									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	20-01-7242		Waterline Construction - Hwy		5,076.50		0.00	0		
	Desc:	HWY 101 Waterline									
22517	109	TCB ANSWERING SERVIC	1	11357	Yes	2016 12		4/28/16	5/28/16		\$70.00
	Desc:	Answering Svc.									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		35.00		0.00	0		
	Desc:	Answering Svc.									

## CITY OF YACHATS

## A/P Control Report

for user asystAdmin from 2016-12 to 2016-12

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	2	70-01-5341		Plant & System Operations			35.00	0.00	0		
	Desc:	Answering Svc.									
22518	109	TCB ANSWERING SERVIC	1	11175	Yes	2016 12		3/29/16	4/28/16		\$97.40
	Desc:	Answering Svc.									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations			48.70	0.00	0		
	Desc:	Answering Svc.									
	2	70-01-5341		Plant & System Operations			48.70	0.00	0		
	Desc:	Answering Svc.									
22519	127	OREGON LINEN INC	1	432995	Yes	2016 12		6/2/16	7/2/16		\$68.98
	Desc:	Custodial supplies									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	24-01-5335		Custodial Support & Supplies			68.98	0.00	0		
	Desc:	Custodial supplies									
22520	1033	C & K MARKET INC	1	1663037	Yes	2016 12		6/3/16	7/3/16		\$47.20
	Desc:	Utility Billing stuffing									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations			23.60	0.00	0		
	Desc:	Utility Billing stuffing									
	2	70-01-5341		Plant & System Operations			23.60	0.00	0		
	Desc:	Utility billing stuffing									
22521	38	OREGON AFSCME COUNCI	1	June2016	Yes	2016 12		5/31/16	6/30/16		\$385.96
	Desc:	Union Dues									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	10-00-2120		Payroll Withholding Payable			385.96	0.00	0		
	Desc:	Union Dues									
22523	1297	JOAN DAVIES	1	060316	Yes	2016 12		6/3/16	7/3/16		\$5,000.00
	Desc:	Relocation									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	60-01-5112		Public Works Administration			2,500.00	0.00	0		
	Desc:	Relocation									
	2	70-01-5112		Public Works Administration			2,500.00	0.00	0		
	Desc:	Relocation									
22524	962	BANKCARD CENTER-RB	1	June2016	Yes	2016 12		5/28/16	6/27/16		\$1,789.63
	Desc:	Misc									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	60-01-5270		Travel			186.75	0.00	0		
	Desc:	FinanceClass-R.McClung Hotel									
	2	10-01-5209		Emergency Prep. & Public S			1,044.81	0.00	0		
	Desc:	Emergency paper products									
	3	21-01-5315		System Operations			558.07	0.00	0		
	Desc:	Traffic cones									
22525	842	BANKCARD CENTER-NB	1	June2016	Yes	2016 12		5/28/16	6/27/16		\$3,057.67
	Desc:	Misc.									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	22-01-7205		Children's Books/Reading Pr			11.99	0.00	0		
	Desc:	Books									
	2	12-01-5220		Marketing & Website			29.00	0.00	0		
	Desc:	Woobox									
	3	10-01-5209		Emergency Prep. & Public S			2,991.68	0.00	0		
	Desc:	Emergency food									
	4	10-01-5210		Dues, Memberships & Fees			25.00	0.00	0		
	Desc:	Annual Fee									



## A/P Control Report

for user asystAdmin from 2016-12 to 2016-12

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
22526	1033	C & K MARKET INC	1	1663059	Yes	2016 12		4/13/16	5/13/16		\$11.65
	Desc:	Breakroom supplies									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341				Plant & System Operations		5.83	0.00	0	
	Desc:	Breakroom supplies									
	2	70-01-5341				Plant & System Operations		5.82	0.00	0	
	Desc:	Breakroom supplies									
22527	15	CASH & CARRY	1	823013854	Yes	2016 12		6/1/16	7/1/16		\$67.03
	Desc:	Paper products									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5240				Office Materials, Supplies &		15.92	0.00	0	
	Desc:	Paper products									
	2	24-01-5240				Office Materials, Supplies &		51.11	0.00	0	
	Desc:	Paper products									
22528	1148	JACK C ERIKSEN	1	1879	Yes	2016 12		5/16/16	6/15/16		\$200.00
	Desc:	Landscape maint.									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	23-01-5421				Parks & Grounds Maintenanc		200.00	0.00	0	
	Desc:	Landscape Maint.									
22529	903	NEWPORT LAZERQUICK	1	40300	Yes	2016 12		6/3/16	7/3/16		\$155.55
	Desc:	Tsunami Walk handout									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5209				Emergency Prep. & Public S		155.55	0.00	0	
	Desc:	Tsunami Walk handout									
22531	1197	SHELL	1	79315123605	Yes	2016 12		6/6/16	7/6/16		\$381.00
	Desc:	Shell Fleet Plus Card									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	21-01-5312				Equipment Operation		126.99	0.00	0	
	Desc:	Fuel									
	2	60-01-5312				Equipment Operation		126.99	0.00	0	
	Desc:	Fuel									
	3	70-01-5312				Equipment Operation		127.02	0.00	0	
	Desc:	Fuel									
22532	32	TEN MILE LOCK & SAFE	1	33408	Yes	2016 12		5/26/16	6/25/16		\$394.25
	Desc:	City Hall lock									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5330				Building or Land Maintenanc		394.25	0.00	0	
	Desc:	City Hall lock									
22535	337	XEROX CORPORATION	1	084845278	Yes	2016 12		6/1/16	7/1/16		\$646.99
	Desc:	Copier Lease/Billable Copies									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5311				Equipment Lease		155.31	0.00	0	
	Desc:	1/3 lease -									
	2	60-01-5341				Plant & System Operations		222.46	0.00	0	
	Desc:	1/3 lease - 1/2 reg copies - 1/3 color copies									
	3	70-01-5341				Plant & System Operations		222.47	0.00	0	
	Desc:	1/3 lease - 1/2 reg copies - 1/3 color copies									
	4	10-01-5440				Other Office Expense		46.75	0.00	0	
	Desc:	1/3 Color copies									
22537	159	ECKMAN CREEK QUARRIE	1	2343	Yes	2016 12		5/31/16	6/30/16		\$68.41
	Desc:	Greenhill Water leak repair									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341				Plant & System Operations		68.41	0.00	0	
	Desc:	Greenhill Water leak repair									

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Disc Date	Amount
22539	47	CENTRAL LINCOLN PUD	1	June2016	Yes	2016	12		6/6/16	6/30/16		\$5,292.23
		<b>Desc: Electricity</b>										
	<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>			
	1	10-01-5252	Office Utilities		376.38	0.00	0					
		<b>Desc: Electricity</b>										
	2	10-01-5411	Street Lighting		979.69	0.00	0					
		<b>Desc: Electricity</b>										
	3	22-01-5252	Office Utilities		89.77	0.00	0					
		<b>Desc: Electricity</b>										
	4	23-01-5252	Office Utilities		73.85	0.00	0					
		<b>Desc: Electricity</b>										
	5	24-01-5252	Office Utilities		456.54	0.00	0					
		<b>Desc: Electricity</b>										
	6	60-01-5342	Plant Utilities		1,530.49	0.00	0					
		<b>Desc: Electricity</b>										
	7	70-01-5342	Plant Utilities		1,647.59	0.00	0					
		<b>Desc: Electricity</b>										
	8	10-01-5209	Emergency Prep. & Public S		137.92	0.00	0					
		<b>Desc:</b>										
22540	1267	AT&T MOBILITY	1	287265117090	Yes	2016	12		5/25/16	6/24/16		\$183.42
		<b>Desc: Cell phone</b>										
	<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>			
	1	60-01-5251	Office Phone, Cell or DSL		81.68	0.00	0					
		<b>Desc: Cell phone</b>										
	2	70-01-5251	Office Phone, Cell or DSL		68.90	0.00	0					
		<b>Desc: Cell phone</b>										
	3	24-01-5251	Office Phone, Cell or DSL		32.84	0.00	0					
		<b>Desc: Cell phone</b>										
22541	852	STAPLES ADVANTAGE	1	8039521615	Yes	2016	12		6/27/16	7/27/16		\$33.05
		<b>Desc: Paper</b>										
	<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>			
	1	10-01-5240	Office Materials, Supplies &		5.12	0.00	0					
		<b>Desc: Break room supply</b>										
	2	60-01-5341	Plant & System Operations		13.97	0.00	0					
		<b>Desc: Paper</b>										
	3	70-01-5341	Plant & System Operations		13.96	0.00	0					
		<b>Desc: Paper</b>										
22542	1182	MATTHEW ARCK	1	MA1051	Yes	2016	12		5/31/16	6/30/16		\$1,365.00
		<b>Desc: Property Management</b>										
	<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>			
	1	15-01-5641	City Hall Reserve		1,365.00	0.00	0				1099	
		<b>Desc: Property management</b>										
22543	43	BAKER & TAYLOR	1	4011610542	Yes	2016	12		5/19/16	6/18/16		\$232.88
		<b>Desc: Books</b>										
	<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>			
	1	22-01-7202	Books		232.88	0.00	0					
		<b>Desc: Books</b>										
22545	1128	FERGUSON ENTERPRISES	1	0522423	Yes	2016	12		5/26/16	6/25/16		\$104.74
		<b>Desc: Pipefitting sealent</b>										
	<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>			
	1	60-01-5341	Plant & System Operations		104.74	0.00	0					
		<b>Desc: Pipefitting sealent</b>										

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22546	1128	FERGUSON ENTERPRISES	1	0522338	Yes	2016 12		5/30/16	6/29/16		\$304.65
	Desc:	Comm Tool Water meters									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		304.65		0.00	0		
	Desc:	Comm Tool Water meters									
22547	1128	FERGUSON ENTERPRISES	1	0519754-1	Yes	2016 12		5/26/16	6/25/16		\$111.32
	Desc:	Waterline saddle									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5344		Plant & System Maintenance		111.32		0.00	0		
	Desc:	Waterline saddle									
22548	1128	FERGUSON ENTERPRISES	1	0521979	Yes	2016 12		5/26/16	6/25/16		\$49.47
	Desc:	Pipe Decant station									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	15-01-7921		Sewer System Improvements		49.47		0.00	0		
	Desc:	Pipe-Decant station									
22549	1201	REECE & ASSOCIATES, IN	1	5779	Yes	2016 12		5/31/16	6/30/16		\$679.06
	Desc:	COY1301									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	20-01-7223		Hwy 101 Improvement Projec		679.06		0.00	0		
	Desc:	COY1301									
22550	1201	REECE & ASSOCIATES, IN	1	5782	Yes	2016 12		5/31/16	6/30/16		\$10,615.00
	Desc:	COY1601									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	20-01-7223		Hwy 101 Improvement Projec		10,615.00		0.00	0		
	Desc:	COY1601									
22551	1299	FASTENAL	1	ORNEW112627	Yes	2016 12		5/27/16	6/26/16		\$501.18
	Desc:	Replacement tool									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5317		Tools & Small Equipment		250.59		0.00	0		
	Desc:	Replacement tool									
	2	70-01-5317		Tools & Small Equipment		250.59		0.00	0		
	Desc:	Replacement tool									
22556	140	DAHL DISPOSAL	1	02692178	Yes	2016 12		5/31/16	6/30/16		\$600.00
	Desc:	Brush box									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	80-01-5310		Yard Debris Dumpster		600.00		0.00	0		
	Desc:	Brush box									
22557	158	USA BLUE BOOK	1	967464	Yes	2016 12		6/1/16	7/1/16		\$544.87
	Desc:	Street Barricades									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	21-01-5315		System Operations		544.87		0.00	0		
	Desc:	Street Barricades									
22558	158	USA BLUE BOOK	1	967822	Yes	2016 12		6/1/16	7/1/16		\$235.13
	Desc:	Street Barricade sticker									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	21-01-5315		System Operations		235.13		0.00	0		
	Desc:	Street Barricade sticker									
22559	158	USA BLUE BOOK	1	967483	Yes	2016 12		6/1/16	7/1/16		\$305.37
	Desc:	Safety & Sewer replacement parts									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	70-01-5344		Plant & System Maintenance		245.47		0.00	0		
	Desc:	Sewer replacement parts									
	2	60-01-5341		Plant & System Operations		29.95		0.00	0		
	Desc:	Ear plugs									

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	3	70-01-5341		Plant & System Operations		2016 12	29.95	0.00	0		
	Desc:										
22560	1128	FERGUSON ENTERPRISES	1	0522468	Yes	2016 12		6/2/16	7/2/16		\$2,004.51
	Desc: Water system inventory										
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		2,004.51		0.00	0		
	Desc: Water system inventory										
22561	1293	DAN KAUFFMAN EXCAVAT	1	2	Yes	2016 12		5/12/16	6/11/16		\$49,362.95
	Desc: Hwy 101 Water Main improvements										
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	20-01-7242		Waterline Construction - Hwy		49,362.95		0.00	0		
	Desc: Hwy 101 Water Main improvements										
22563	50	CLEAR OUTLOOK	1	434247	Yes	2016 12		6/13/16	7/13/16		\$250.00
	Desc: Window cleaning										
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	22-01-5330		Maintenance-Building or Lan		50.00		0.00	0		
	Desc: Window cleaning										
	2	24-01-5330		Maintenance-Building or Lan		200.00		0.00	0		
	Desc: Outside window cleaning										
22564	1061	SPEER HOYT LLC	1	35424	Yes	2016 12		5/31/16	6/30/16		\$669.70
	Desc: Legal assistance										
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5263		City Attorney		669.70		0.00	0		
	Desc: Legal assistance										
22565	68	YACHATS MERCANTILE	1	May2016	Yes	2016 12		6/8/16	7/8/16		\$128.21
	Desc: Misc supplies										
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	24-01-5330		Maintenance-Building or Lan		6.16		0.00	0		
	Desc: Misc. supplies										
	2	60-01-5341		Plant & System Operations		122.05		0.00	0		
	Desc: Misc. supplies										
22566	852	STAPLES ADVANTAGE	1	8039607855	Yes	2016 12		6/4/16	7/4/16		\$115.95
	Desc: supplies										
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5240		Office Materials, Supplies &		69.52		0.00	0		
	Desc: Admin. Supplies										
	2	10-01-5240		Office Materials, Supplies &		46.43		0.00	0		
	Desc: Admin. Supplies										
22568	1255	CIVIL WEST ENGINEERING	1	3408.001.003	Yes	2016 12		5/27/16	6/26/16		\$268.00
	Desc: South tank surveyor coordinator										
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	15-01-7920		Water System Improvements		268.00		0.00	0		
	Desc: South tank surveyor coordinator										
22570	1166	WILL WILLIAMS	1	061516	Yes	2016 12		6/14/16	7/14/16		\$1,945.70
	Desc: Mowing										
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5344		Plant & System Maintenance		398.75		0.00	0		
	Desc: Mowing										
	2	70-01-5330		Maintenance-Building or Lan		151.25		0.00	0		
	Desc: Mowing										
	3	21-01-5316		System Maintenance		195.00		0.00	0		
	Desc: Mowing										
	4	22-01-5330		Maintenance-Building or Lan		17.50		0.00	0		
	Desc: Mowing										



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22580	1296	BOB LANGLEY	1	5302016	Yes	2016	12		6/21/16	6/30/16		\$15.13
	Desc:	tool										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	12-01-5224	Trails	15.13		0.00		0				
	Desc:											
22581	1296	BOB LANGLEY	1	662016	Yes	2016	12		6/21/16	6/30/16		\$60.65
	Desc:	tools for trail maintenance										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	12-01-5224	Trails	60.65		0.00		0				
	Desc:											
22582	499	MCI	1	6132016	Yes	2016	12		6/21/16	6/30/16		\$62.23
	Desc:	long distance										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	10-01-5251	Office Phone, Cell or DSL	11.62		0.00		0				
	Desc:											
	2	22-01-5251	Office Phone, Cell or DSL	5.30		0.00		0				
	Desc:											
	3	23-01-5251	Office Phone, Cell or DSL	2.78		0.00		0				
	Desc:											
	4	60-01-5251	Office Phone, Cell or DSL	23.31		0.00		0				
	Desc:											
	5	70-01-5251	Office Phone, Cell or DSL	19.22		0.00		0				
	Desc:											
22583	137	NEWPORT NEWS TIMES	1	2016-srs	Yes	2016	12		6/21/16	6/30/16		\$24.23
	Desc:	public notice-state revenue sharing										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	10-01-5422	Legal Notices	24.23		0.00		0				
	Desc:											
22584	137	NEWPORT NEWS TIMES	1	2016-urb	Yes	2016	12		6/21/16	6/30/16		\$174.42
	Desc:	legal notice-URD Budget Committee Notice										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	10-01-5422	Legal Notices	174.42		0.00		0				
	Desc:											
22585	137	NEWPORT NEWS TIMES	1	2016-budget	Yes	2016	12		6/21/16	6/30/16		\$232.56
	Desc:	legal notice for city budget										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	10-01-5422	Legal Notices	232.56		0.00		0				
	Desc:											
22586	1300	OCCMA	1	Joan-2016	Yes	2016	12		6/21/16	6/30/16		\$159.11
	Desc:	2016 Membership for Joan Davies										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	10-01-5210	Dues, Memberships & Fees	159.11		0.00		0				
	Desc:											
22587	1295	WALTER ORCHARD	1	6142016	Yes	2016	12		6/21/16	6/30/16		\$91.87
	Desc:	seeds and handouts for La De Da										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	12-01-5224	Trails	91.87		0.00		0				
	Desc:											
22588	127	OREGON LINEN INC	1	435778	Yes	2016	12		6/21/16	6/30/16		\$48.50
	Desc:	supplies										
	Line	Account Number		AP Amount		Liq Amount		Project	Task	Category		
	1	24-01-5335	Custodial Support & Supplies	48.50		0.00		0				
	Desc:											

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22589	852	STAPLES ADVANTAGE	1	8039694672	Yes	2016	12		6/21/16	6/30/16		\$203.85
		Desc: office supplies and toner										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	10-01-5240	Office Materials, Supplies &		6.67		0.00	0			
		Desc:										
		2	22-01-5340	Operating Materials & Suppli		81.60		0.00	0			
		Desc:										
		3	60-01-5341	Plant & System Operations		28.90		0.00	0			
		Desc:										
		4	70-01-5341	Plant & System Operations		86.68		0.00	0			
		Desc:										
22590	32	TEN MILE LOCK & SAFE	1	33473	Yes	2016	12		6/22/16	6/30/16		\$62.50
		Desc: keys for room 3										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	24-01-5330	Maintenance-Building or Lan		62.50		0.00	0			
		Desc:										
22591	216	LINCOLN CO CLERK	1	223 E 3rd Street	Yes	2016	12		6/1/16	6/1/16		\$36.00
		Desc: release lien on 223 E 3rd Street										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	10-01-5490	Other Materials & Services		36.00		0.00	0			
		Desc:										
22592	500	LOUIS CAPUTO	1	1/2 down decant	Yes	2016	12		6/8/16	6/8/16		\$2,300.00
		Desc: down payment on decant center project										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	15-01-7921	Sewer System Improvements		2,300.00		0.00	0			
		Desc:										
22593	71	OREGON MAYORS ASSOCI	1	7-16 conference	Yes	2016	12		6/20/16	6/20/16		\$369.00
		Desc: registration for Mayor's Conference										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	10-01-5213	Education-Council & Commis		369.00		0.00	0			
		Desc:										
22594	978	USPS	1	Library-2016	Yes	2016	12		6/22/16	6/22/16		\$110.00
		Desc: Annual P O Box rent for Library										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	22-01-5340	Operating Materials & Suppli		110.00		0.00	0			
		Desc:										
22595	1301	Ross Kanaga	1	refund-6-12-16	Yes	2016	12		6/22/16	6/22/16		\$200.00
		Desc: refund of cleaning/security deposit										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	24-00-2140	Damage/Cleaning Deposit P		200.00		0.00	0			
		Desc:										
22596	1302	Carolyn Kruger	1	refund-6-3-16	Yes	2016	12		6/22/16	6/22/16		\$100.00
		Desc: refund of cleaning/security deposit										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	24-00-2140	Damage/Cleaning Deposit P		100.00		0.00	0			
		Desc:										
22597	1303	Polly Plumb Productions	1	VAGrant-2016	Yes	2016	12		6/23/16	6/30/16		\$1,500.00
		Desc: 2016 Visitor Amenities Grant										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	12-01-5214	Marketing Grant Program - E		1,500.00		0.00	0			
		Desc:										
22598	127	OREGON LINEN INC	1	437142	Yes	2016	12		6/23/16	6/30/16		\$129.55
		Desc: mats										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	

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	1	60-01-5341		Plant & System Operations		64.78		0.00	0		
	Desc:										
	2	70-01-5341		Plant & System Operations		64.77		0.00	0		
	Desc:										
22599	127	OREGON LINEN INC	1	437143	Yes	2016 12		6/23/16	6/30/16		\$26.95
	Desc:	mats									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5440		Other Office Expense		26.95		0.00	0		
	Desc:										
22600	1285	JUST GOOD COOKIN' LLC	1	62016	Yes	2016 12		6/27/16	6/30/16		\$39.38
	Desc:	cookies for reception 6-26-16									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5490		Other Materials & Services		39.38		0.00	0		
	Desc:										
22601	416	LARRY B LEWIS	1	06-30-16	Yes	2016 12		6/27/16	6/30/16		\$3,235.23
	Desc:	monthly planning services, including mileage/additional services									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5264		City Planner		3,235.23		0.00	0		
	Desc:										
22602	294	NYHUS SURVEYING INC	1	460	Yes	2016 12		6/27/16	6/30/16		\$200.00
	Desc:	prepare descriptions of proposed easement areas for sidewalk project									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	20-01-7223		Hwy 101 Improvement Projec		200.00		0.00	0		
	Desc:										
22603	852	STAPLES ADVANTAGE	1	8039789981	Yes	2016 12		6/27/16	6/30/16		\$30.51
	Desc:	paper and 8 tab dividers (water billing)									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		15.26		0.00	0		
	Desc:										
	2	70-01-5341		Plant & System Operations		15.25		0.00	0		
	Desc:										
22605	310	STAPLES CREDIT PLAN	1	1579589431	Yes	2016 12		6/27/16	6/30/16		\$379.75
	Desc:	toner for Kimmie and Dave									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		189.88		0.00	0		
	Desc:										
	2	70-01-5341		Plant & System Operations		189.87		0.00	0		
	Desc:										
22607	310	STAPLES CREDIT PLAN	1	1579991881	Yes	2016 12		6/27/16	6/30/16		\$2.38
	Desc:	paper									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5240		Office Materials, Supplies &		2.38		0.00	0		
	Desc:										
22608	310	STAPLES CREDIT PLAN	1	1580398151	Yes	2016 12		6/27/16	6/30/16		\$156.77
	Desc:	storage boxes and toner									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		78.39		0.00	0		
	Desc:										
	2	70-01-5341		Plant & System Operations		78.38		0.00	0		
	Desc:										
22609	310	STAPLES CREDIT PLAN	1	1591806051	Yes	2016 12		6/27/16	6/30/16		\$57.89
	Desc:	toner									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category



## CITY OF YACHATS

## A/P Control Report

for user asystAdmin from 2016-12 to 2016-12

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	1	60-01-5341		Plant & System Operations		28.95		0.00	0		
	Desc:										
	2	70-01-5341		Plant & System Operations		28.94		0.00	0		
	Desc:										
22610	199	HACH COMPANY	1	9980181	Yes	2016 12		6/27/16	6/30/16		\$1,195.00
	Desc:	scheduled water plant maint.									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		1,195.00		0.00	0		
	Desc:										
22612	856	AUTOMATION GROUP INC,	1	947	Yes	2016 12		6/27/16	6/30/16		\$2,760.78
	Desc:	Main PS control Upgrade									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	15-01-7921		Sewer System Improvements		2,760.78		0.00	0		
	Desc:										
22613	462	SHERWIN WILLIAMS CO, T	1	3500-1	Yes	2016 12		6/27/16	6/30/16		\$43.60
	Desc:	paint for streets									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	21-01-5315		System Operations		43.60		0.00	0		
	Desc:										
22615	1206	HEARD FARMS. INC	1	56729	Yes	2016 12		6/27/16	6/30/16		\$236.38
	Desc:	biosolids to farm									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	70-01-5341		Plant & System Operations		236.38		0.00	0		
	Desc:										
22616	643	NEWPORT AUTO PARTS	1	515425	Yes	2016 12		6/27/16	6/30/16		\$71.88
	Desc:	ten yard repoir parts									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5313		Equipment Repair		35.94		0.00	0		
	Desc:										
	2	70-01-5313		Equipment Repair		35.94		0.00	0		
	Desc:										
22617	221	ANALYTICAL LABORATOR	1	79998	Yes	2016 12		6/27/16	6/30/16		\$40.00
	Desc:	water lab tests									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		40.00		0.00	0		
	Desc:										
22618	1086	DONNA JILL McLEAN	1	88449	Yes	2016 12		6/27/16	6/30/16		\$200.00
	Desc:	landscape - Commons June 2016									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	24-01-5204		Commons Landscaping		200.00		0.00	0		
	Desc:										
22619	289	OREGON COAST MAGAZIN	1	222436	Yes	2016 12		6/27/16	6/30/16		\$454.00
	Desc:	July/August Issue									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	12-01-5220		Marketing & Website		454.00		0.00	0		
	Desc:										
22621	1306	H & H Flagging and Traffic	1	987	Yes	2016 12		6/27/16	6/30/16		\$240.00
	Desc:	flagging school: Buckwald, Mabe and Roberts									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	21-01-5316		System Maintenance		240.00		0.00	0		
	Desc:										
22622	1304	Neofunds by Neopost	1	06-15-16	Yes	2016 12		6/27/16	6/30/16		\$100.00
	Desc:	postage for Neopost machine									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category

**CITY OF YACHATS**

**A/P Control Report**

for user asystAdmin from 2016-12 to 2016-12

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	1	10-01-5440		Other Office Expense		33.33		0.00	0		
	Desc:										
	2	60-01-5341		Plant & System Operations		33.33		0.00	0		
	Desc:										
	3	70-01-5341		Plant & System Operations		33.34		0.00	0		
	Desc:										
<b>22623</b>	<b>1166</b>	<b>WILL WILLIAMS</b>	<b>1</b>	<b>6-30-16</b>	<b>Yes</b>	<b>2016 12</b>		<b>6/27/16</b>	<b>6/30/16</b>		<b>\$3,151.65</b>
	Desc:	<b>mowing</b>									
	<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
	1	60-01-5344		Plant & System Maintenance		837.50		0.00	0		1099
	Desc:										
	2	70-01-5330		Maintenance-Building or Lan		302.50		0.00	0		1099
	Desc:										
	3	21-01-5316		System Maintenance		410.00		0.00	0		1099
	Desc:										
	4	22-01-5330		Maintenance-Building or Lan		17.50		0.00	0		1099
	Desc:										
	5	23-01-5421		Parks & Grounds Maintenanc		70.00		0.00	0		1099
	Desc:										
	6	24-01-5330		Maintenance-Building or Lan		310.95		0.00	0		1099
	Desc:										
	7	12-01-5490		Other Materials & Services		70.00		0.00	0		1099
	Desc:										
	8	21-01-5316		System Maintenance		1,133.20		0.00	0		1099
	Desc:										
<b>22624</b>	<b>643</b>	<b>NEWPORT AUTO PARTS</b>	<b>1</b>	<b>513636</b>	<b>Yes</b>	<b>2016 12</b>		<b>6/27/16</b>	<b>6/30/16</b>		<b>\$17.00</b>
	Desc:	<b>replacement belt for flail mower</b>									
	<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
	1	21-01-5313		Equipment Repair		17.00		0.00	0		
	Desc:										
<b>22625</b>	<b>540</b>	<b>LEON C STERNER</b>	<b>1</b>	<b>Commons-June</b>	<b>Yes</b>	<b>2016 12</b>		<b>6/27/16</b>	<b>6/30/16</b>		<b>\$917.00</b>
	Desc:	<b>Custodial Services for Commons - June 2016</b>									
	<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
	1	24-01-5330		Maintenance-Building or Lan		609.80		0.00	0		1099
	Desc:										
	2	24-01-5335		Custodial Support & Supplies		307.20		0.00	0		1099
	Desc:										
<b>22626</b>	<b>540</b>	<b>LEON C STERNER</b>	<b>1</b>	<b>City Hall - June</b>	<b>Yes</b>	<b>2016 12</b>		<b>6/27/16</b>	<b>6/30/16</b>		<b>\$215.00</b>
	Desc:	<b>cleaning City Hall - June 2016</b>									
	<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
	1	10-01-5440		Other Office Expense		215.00		0.00	0		1099
	Desc:										
<b>22627</b>	<b>1105</b>	<b>KIMMIE L JACKSON</b>	<b>1</b>	<b>6-27-16</b>	<b>Yes</b>	<b>2016 12</b>		<b>6/27/16</b>	<b>6/30/16</b>		<b>\$40.00</b>
	Desc:	<b>Reimbursement for Notary Application</b>									
	<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
	1	10-01-5440		Other Office Expense		40.00		0.00	0		
	Desc:										
<b>22628</b>	<b>1297</b>	<b>JOAN DAVIES</b>	<b>1</b>	<b>6-27-16</b>	<b>Yes</b>	<b>2016 12</b>		<b>6/27/16</b>	<b>6/30/16</b>		<b>\$32.49</b>
	Desc:	<b>goodies for reception held 6-26-16 at 501 Building</b>									
	<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
	1	10-01-5490		Other Materials & Services		32.49		0.00	0		
	Desc:										

## CITY OF YACHATS

## A/P Control Report

for user asystAdmin from 2016-12 to 2016-12

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
22629	1020	FRIENDS OF THE YACHAT	1	reimburse-6-30-	Yes	2016 12		6/29/16	6/30/16		\$21.17
	Desc:	reimburse Friends of Library for lamination supplies									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	22-01-5340		Operating Materials & Suppli		21.17		0.00	0		
	Desc:										
22630	1205	ZERO WASTE USA	1	110869	Yes	2016 12		6/29/16	6/30/16		\$195.75
	Desc:	doggie bags									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	24-01-5330		Maintenance-Building or Lan		195.75		0.00	0		
	Desc:										
22632	1007	DONALD W NISKANEN	1	6-30-16	Yes	2016 12		6/29/16	6/30/16		\$3,321.78
	Desc:	monthly billing for June 2016									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5212		Code Enforcement		3,321.78		0.00	0		
	Desc:										
											1099
22635	1036	JD COMPUTER AND CELL	1	11720	Yes	2016 12		6/29/16	6/30/16		\$600.00
	Desc:	monthly computer maintenance for June									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5470		Equipment Repair & Mainten		450.00		0.00	0		
	Desc:										
	2	22-01-5470		Equipment Repair & Maintain		150.00		0.00	0		
	Desc:										
											1099
22636	109	TCB ANSWERING SERVIC	1	220785	Yes	2016 12		6/29/16	6/30/16		\$95.20
	Desc:	answering fee for June 2016									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		47.60		0.00	0		
	Desc:										
	2	70-01-5341		Plant & System Operations		47.60		0.00	0		
	Desc:										
22637	32	TEN MILE LOCK & SAFE	1	33542	Yes	2016 12		6/29/16	6/30/16		\$193.55
	Desc:	change out the City Hall door lever									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5440		Other Office Expense		193.55		0.00	0		
	Desc:										
22638	137	NEWPORT NEWS TIMES	1	6-10-16-rfp	Yes	2016 12		6/29/16	6/30/16		\$21.80
	Desc:	to advertise for the RFP for FaceBook									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	12-01-5490		Other Materials & Services		21.80		0.00	0		
	Desc:										
22639	88	SAFE SECURITY	1	6-23-16	Yes	2016 12		6/29/16	6/30/16		\$37.02
	Desc:	monthly monitoring service									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		37.02		0.00	0		
	Desc:										
22640	40	ALSEA BAY POWER PROD	1	215974	Yes	2016 12		6/29/16	6/30/16		\$23.95
	Desc:	rubber boots									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341		Plant & System Operations		11.98		0.00	0		
	Desc:										
	2	70-01-5341		Plant & System Operations		11.97		0.00	0		
	Desc:										
22641	38	OREGON AFSCME COUNCI	1	June 2016	Yes	2016 12		6/29/16	6/30/16		\$385.96
	Desc:	monthly dues for June 2016									
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category

**CITY OF YACHATS**

**A/P Control Report**

for user asystAdmin from 2016-12 to 2016-12

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	1	10-00-2120		Payroll Withholding Payable		385.96		0.00	0		
	Desc:										
22642	500	LOUIS CAPUTO	1	complete-decan	Yes	2016 12		6/29/16	6/30/16		\$3,000.00
	Desc: final payment for decant center project										
	<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
	1	15-01-7921		Sewer System Improvements		3,000.00		0.00	0		
	Desc:										
											1099
22643	1307	Andrews Ersoff & Zantello	1	Price Settlemen	Yes	2016 12		6/30/16	6/30/16		\$5,000.00
	Desc: Price Settlement										
	<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
	1	10-01-5212		Code Enforcement		5,000.00		0.00	0		
	Desc:										

<b>Fund 10 Total</b>	21,784.29	0.00
<b>Fund 12 Total</b>	2,326.43	0.00
<b>Fund 15 Total</b>	14,682.15	0.00
<b>Fund 20 Total</b>	70,468.51	0.00
<b>Fund 21 Total</b>	4,514.06	0.00
<b>Fund 22 Total</b>	1,092.98	0.00
<b>Fund 23 Total</b>	436.93	0.00
<b>Fund 24 Total</b>	3,144.91	0.00
<b>Fund 60 Total</b>	11,964.93	0.00
<b>Fund 70 Total</b>	7,861.99	0.00
<b>Fund 80 Total</b>	600.00	0.00
<b>Grand Total</b>	138,877.18	0.00

**CITY OF YACHATS**  
**RESOLUTION NO. 2016-06-08**

**WHEREAS**, a budget is a financial plan containing estimates of revenues for a single financial year; and

**WHEREAS**, circumstances can make it necessary to make adjustments in the budget from time to time; and

**WHEREAS**, changes in some lines will more accurately reflect expenses; and

**NOW THEREFORE**, the City of Yachats resolves the appropriations in the 2015-2016 Budget shall be amended as follows:

Line No.	Description	As Budgeted	Change	Adjusted Budget
<b>Fund 10 - General Fund</b>				
<b>Expenses</b>				
10-01-7121	Transfer to Street Fund	\$ 60,042	\$ 4,200	\$ 64,242
10-01-7122	Transfer to Library Fund	\$ 16,922	\$ 246	\$ 17,168
<b>Total Expenses</b>		<b>\$ 921,865</b>	<b>\$ 4,446</b>	<b>\$ 926,311</b>
<b>Fund 21 - Street Fund</b>				
<b>Revenue</b>				
21-00-4861	Transfer from General Fund	\$ 60,042	\$ 4,200	\$ 64,242
<b>Total Revenue</b>		<b>\$ 142,624</b>	<b>\$ 4,200</b>	<b>\$ 146,824</b>
<b>Expenses</b>				
21-01-5113	Field Help	\$ 22,803	\$ 4,200	\$ 27,003
<b>Total Expenses</b>		<b>\$ 142,625</b>	<b>\$ 4,200</b>	<b>\$ 146,825</b>
<b>Fund 22 - Library Fund</b>				
<b>Revenue</b>				
22-00-4861	Transfer from General Fund	\$ 16,922	\$ 246	\$ 17,168
<b>Total Revenue</b>		<b>\$ 24,808</b>	<b>\$ 246</b>	<b>\$ 25,054</b>
<b>Expenses</b>				
22-01-5470	Equipment Repair & Maintenance	\$ 2,400	\$ 245	\$ 2,645
<b>Total Expenses</b>		<b>\$ 24,809</b>	<b>\$ 245</b>	<b>\$ 25,054</b>
<b>Fund 70 - Sewer Fund</b>				
<b>Expenses</b>				
70-01-5113	Field Help	\$ 71,247	\$ 9,900	\$ 81,147
70-01-5800	Contingencies	\$ 34,198	\$ (9,900)	\$ 24,298
<b>Total Expenses</b>		<b>\$ 516,455</b>	<b>\$ -</b>	<b>\$ 516,455</b>

**PASSED AND ADOPTED** this 14th day of July, 2016.

**THIS RESOLUTION IS EFFECTIVE UPON ADOPTION.**

Attest:

\_\_\_\_\_  
Ronald L. Brean, Mayor

\_\_\_\_\_  
Nancy Batchelder, City Recorder

Summer is definitely here. From all signs, it is going to be a very busy one. Hang on! We'll share our Village with visitors and enjoy it by ourselves in the fall.

- Attend City Council work session.
- Reported water leak on E. 2nd and Cedar Streets.
- Vacation rental inspection on E. 2nd Street.
- Photos of vehicles on Marine Drive.
- Resident complained of glass shards being put under a wooden fence.
- Call realtor on Hill Court property regarding Scotch broom.
- Attend City Council meeting.
- Resident complaint of motorcycles in picnic shelter. They were gone when I arrived.
- Complaint of transient climbing over fence at the Master Gardener's garden on W. 7th Street. Notified Public Works and talked to neighbor.
- Call from resident regarding property on Ocean View Drive, overgrown. Letter sent.
- Call from resident on Lincoln Street. Vegetation is coming on to her property.. Resident called the property owner and the problem will be addressed. No action taken.
- Restock all doggie bag dispensers. Ordered new bags.
- Complaint of overgrown lot on Marine Drive. Letter sent.
- Complaint of transients behind Yachats Library. I talked to the individuals and asked them to leave. They were cooperative.
- Walked the North 804 Trail.
- Vacation rental inspection on Marine Drive.
- Invasive letters sent to property owners , Quiet Water and E. 3rd Street.
- Call from resident on King Street. Tree felling on and site preparation for new home on north Radar Road.
- Talked to City Planner. No permit issued to leave wood chips on neighboring property.
- Property on W. 2nd Street has been brush cut.
- Email from property owner on E. 3rd Street. Needed contact information for contractors that can take care of the invasive species problem. Emailed the contact information.
- Attended the reception for the new City Administrator, Joan Davies.

- Email from property owner on Marine Drive. Tall grass has been brush cut and the hedge will be dealt with this week (June 27 - July 2), Work has already begun.

- Email regarding a BBQ at the Lions Club. No City Business License and no County Health permit. I will check with the individual.

Respectfully Submitted,

Donald W. Niskanen, CEP  
Code Enforcement Officer

To: Yachats City Council

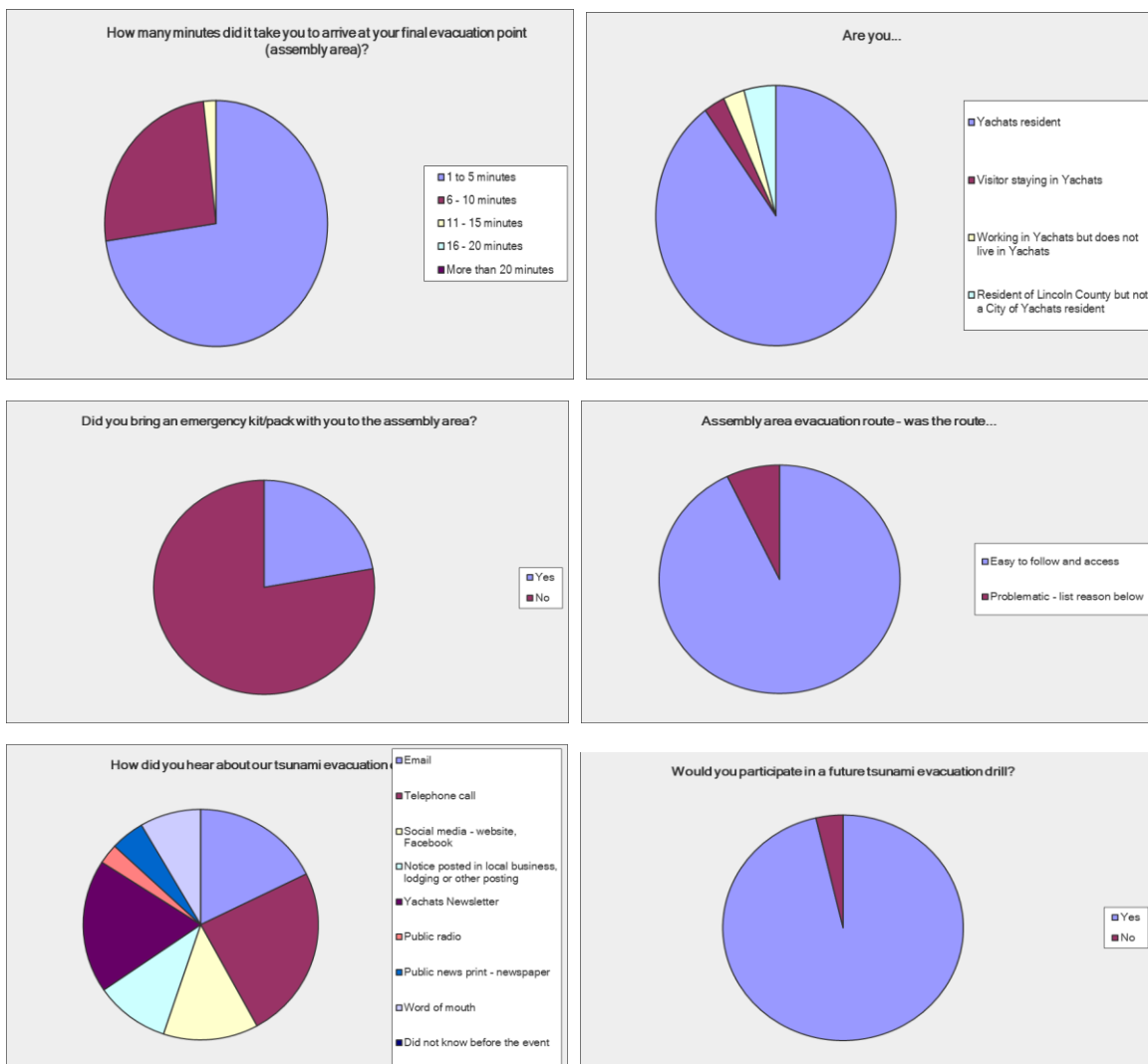
June 28, 2016

From: Bob Bennett, Emergency Planning Committee

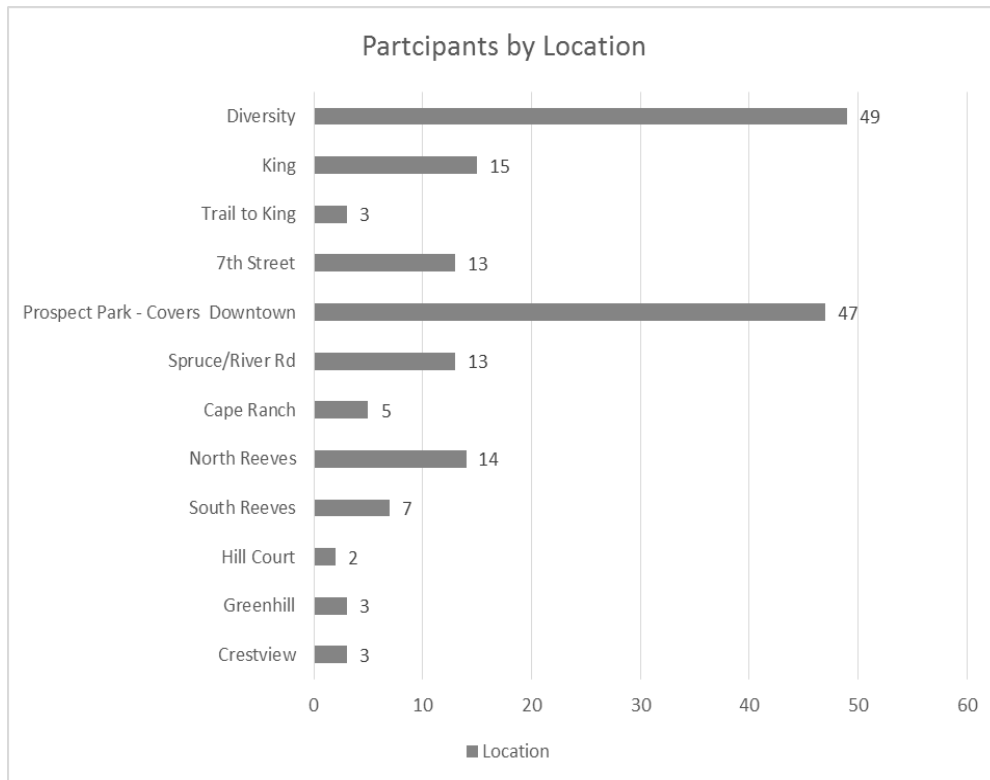
Subject: June 2016 Status Report

This month was dedicated to conduct two events related to the Cascadia Rising event. One event was a table top exercise in support of LCSO while developing some guiding principles for shared responsibility when YRFPD and City of Yachats must work together on a disaster situation. The other event was conducting an evacuation drill based on a 9.0 earthquake which created a local Tsunami. The evacuation drill was a joint effort by the City and YRFPD.

Included in this report are the results of the survey completed by 40% of the 174 people who participated in the drill. Six pets also made the trip with their owners.







A special thanks goes to the Seal Rock CERT Team for their support during the exercise. ODOT, LCSO, and OSP were also part of the team which helped insure the safety of those who participated in this drill.

The Emergency Planning Committee plans to use the collected information along with comments received to recommend additional evacuation signage, possible Tsunami map changes, and better marking of assembly areas.

Upcoming work:

- Need to renew Storm Ready/Tsunami Ready certificate for review by FEMA in August.
- Add new Appendix for the Emergency Plan covering working relationship between City and YRFPD.
- Recommendations on any potential signage improvements.
- Complete work on the updated Appendixes for the Emergency Plan from the last table top.
- Begin draft of Emergency Debris Management Plan for Yachats.
- Use the logs from the slide to prepare a FEMA form.

CC: Emergency Planning Committee, Walt Weyand, Larry Nixon, Don Goth, Bill Watson, Joan Davies, Nancy Batchelder, Rick McClung, Kimmie Allison, Frankie Petrick, Jenny Demaris



# City of Yachats

Public Works Department  
500 W. 7<sup>th</sup> St.  
P.O. Box 345  
Yachats, OR 97498

**Date:** July 8<sup>rd</sup>, 2016

**To:** City Council and Public Works & Streets Commission  
**From:** Rick McClung & David Buckwald

**Re:** July 2016 Public Works Report    **Subject:** Monthly Report

Produced: 4,417,500 Gallons of Drinking Water  
Treated: 3,136,000 Gallons of Wastewater

Department	Subject	Description
Streets	Curb Cleaning/Stripping	Painting white stop bars, yellow curbing and parking strips throughout the entire City
CIP - Wastewater	Decant Center	95% Complete; concrete poured and drying
CIP -Water	101 Water Line	100% Complete
Water	E.2 <sup>nd</sup> & Cedar St. Water line repair	Estimated 3 gallons per minute leak repaired.
Sewer	Broken Sewer Main Repair	Replaced a 6' section of a 6" sewer main next to Hwy 101 across from Aqua Vista Drive
Parks & Commons	Signs	Installed 2 "NO CAMPING" signs in shelter area. Ordered 5 more and will install when they arrive.

<b>Parks &amp; Commons</b>	Signs	Installed 3 "NO Pets" signs on playground gates, removed graffiti, repaired tree house.
<b>Public Works</b>	Tsunami Drill	The crew participated in the Tsunami Drill in June.
<b>Public Works</b>	City Hall Work	Completed multiple work orders for City Hall: desk assembly, removed and moved boxes and equipment, took City Administrator to multiple sites, including tanks, creeks, river gauge
<b>Public Works</b>	Fill Site	3-5yard loads of fill dirt and sand were taken to the City fill site.
<b>Public Works</b>	Little Excavator Trailer	The little excavator trailer has been ordered with a possible 8 week lead time.
<b>Sewer</b>	Biosolids	115,000 gallons of Biosolids were processed to make 3 truck loads to Roseburg, Oregon. Approx. 7,500.gallons sent to the land fill.
<b>Streets</b>	Curbs and striping	Crew re-painted multiple curbs and striping

**CITY ADMINISTRATOR REPORT**

**JUNE 1 – JULY 14, 2016**

I come in early every Monday (or Tuesday, due to holidays) to meet with crew at Public Works shop. Additionally, I discuss current projects and issues on a daily basis with Rick and Dave.

I meet almost daily with Councilor Scott in discussions about utilities system, data analysis, history.

I am working with Councilor Frye on job descriptions, Councilor Glenn on 501 building and housing.

I have met with Planner Lewis on 101 project, creeks issues, FEMA changes, setbacks.

- June 1 Council work session  
Helped fold and stuff utility bills
- June 7 Marketing meeting
- June 8 Finance committee – went, but not held  
Called deputy sheriff to check VIN on PW pickup (no title); met him at shop
- June 9 Health Clinic meeting  
City council meeting
- June 10 Emergency Plan meeting  
Tsunami Drill
- June 14 Public Works & Streets and Emergency Planning – both cancelled  
Trained in utility payments, use of system  
Continued education on software and data analysis  
Met with Councilor Glenn  
Met with Councilor Frye  
Attended Lions Club scholarship awards dinner
- June 15 Met with mayoral candidate  
Toured water reservoirs with Rick  
Went to landslide site, met with owner, coordinated paving needs  
Went to both ends of town, assessed city gateways and needs  
Toured all of wastewater plant with Dave  
Worked with him to order tilt bed, SCADA system, etc.  
Toured creeks in town, located highway crossings, trouble spots  
Went to site where phone company had drilled through sewer line  
Researching SDC ordinance, comparing to similar cities, processes  
Worked with city attorney on a number of issues
- June 16 Parks & Commons meeting
- June 17 Worked office alone
- June 21 Planning Commission meeting  
Finished creating July calendar  
Finished creating July newsletter

Met with Bob Bennett and Rick to update Storm Ready/Tsunami Ready process

June 24 Worked office alone  
June 25 Picked up donations for rummage sale for school  
June 26 Helped set up rummage sale for school  
Reception at 501  
June 28 Helped fold and stuff utility billings  
June 29 Met with pickup owner to clear title to Public Works pickup  
June 30 Drove to Newport to deposit payments for end of year  
July 1 Eight meetings on this day, including  
Grant meeting for LED lights project  
Leon Sterner, Kimmie Jackson, Don Niskanen, Jill McLean,  
Max Glenn, Marvin Straus, Rick McClung  
Drove to Newport DMV to take paperwork for PW pickup  
July 3 Went with Rick to river gauge, Salmon & Reedy Creeks, water plant on river  
Met with Councilor Dunn  
July 4 Attended parade  
July 6 Met with Jim Adler and Rick in reference to river flow, current status, future needs  
July 7 Little Log Church Museum committee meeting  
Met with Alice Beck about graffiti and missing board on playground  
July 8 Met with Leon and Don about LED light project  
July 9 Met briefly with Meredith and Rose about LED light project  
July 10 Reviewed LED light project grant application, got some things caught up in office  
July 11 Received proposal from Jill McLean for outside maintenance at 501 and gateways  
Council work session  
Meeting with Morgan Brodie concerning Commons regulations  
Brief meeting with Tom Lauritzen about CC&Rs and Yachats Planning  
Meeting with Max Glenn about Lincoln Community Land Trust/housing meeting  
July 12 Meeting with marketing committee  
Meeting with library committee  
Meeting with Coastal Managers and OCWCOG - Newport  
Meeting on housing - Newport

I would like to get a job advertised for the city hall – need to apply title and know salary range

I would like to install voice mail, instead of an answering service

I have talked with four banks about changing banks; would like to get set up with a Waldport bank

I would like to have a separate account for payroll checks

I am recording extra project requests for Public Works, routing them through me, to analyze needs

I have talked with Public Works about succession planning

I have talked with Public works about limiting overtime

I have developed a leave request form for all employees, to better track sick leave, OT, comp time, VA

I would like to develop a query for the utility system so that we don't miss billing for utilities

**Revenues and Expenditures 2016-12**

6/30/2016

Account	Budgeted Revenue	Revenue to Date	Difference	% Received	Outliers	Budgeted Expenitures	Expenditures to Date	Difference	% Expended	Outliers
				100.00%	100.00%					100.00%
General (10)	919,364.00	1,030,170.56	110,806.56	112.05%		919,364.00	823,711.13	95,652.87	89.60%	
Visitor Amenities (12)	558,531.00	558,776.24	245.24	100.04%		558,530.00	348,367.97	210,162.03	62.37%	
Capital Reserve (15)	2,531,410.00	2,564,312.21	32,902.21	101.30%		2,531,410.00	1,279,309.63	1,252,100.37	50.54%	
Sys. Dev. (16)	82,524.00	239,810.49	157,286.49	290.59%		82,524.00	20,000.00	62,524.00	24.24%	
Debt Service (17)	86,517.00	85,687.00	(830.00)	99.04%	?	86,517.00	0.00	86,517.00	0.00%	
Hwy 101 Project (20)	1,292,224.00	722,224.27	(569,999.73)	55.89%	?	1,292,224.00	252,218.98	1,040,005.02	19.52%	
Streets (21)	142,624.00	155,251.33	12,627.33	108.85%		142,624.00	120,030.21	22,593.79	84.16%	
Library (22)	24,808.00	24,213.34	(594.66)	97.60%	?	24,808.00	23,955.51	852.49	96.56%	
Log Church Museum (23)	15,467.00	13,484.71	(1,982.29)	87.18%	?	15,467.00	12,037.30	3,429.70	77.83%	
Parks and Commons (24)	198,964.00	204,560.64	5,596.64	102.81%		198,964.00	198,959.86	4.14	100.00%	
Storm Drain (30)	107,266.00	107,266.07	0.07	100.00%		107,266.00	105,126.79	2,139.21	98.01%	
Water (60)	561,695.00	593,316.04	31,621.04	105.63%		561,695.00	514,321.41	47,373.59	91.57%	
Gen. Oblig. Water Bond - 1992 (66)	45,459.00	46,081.14	622.14	101.37%		45,459.00	45,459.00	0.00	100.00%	
Water Construction (68)	1,400,000.00	0.00	(1,400,000.00)	0.00%	?	1,400,000.00	0.00	1,400,000.00	0.00%	
Sewer (70)	516,455.00	563,529.72	47,074.72	109.11%		516,455.00	455,473.04	60,981.96	88.19%	
Sewer Debt (76)	1,005,026.00	1,005,026.05	0.05	100.00%		1,005,026.00	508,692.76	496,333.24	50.61%	
USFS Contract (80)	85,211.00	80,211.38	(4,999.62)	94.13%	?	85,211.00	80,065.41	14,213.60	93.96%	
URD (90)	230,686.00	267,333.72	36,647.72	115.89%		230,686.00	206,901.69	23,784.31	89.69%	
<b>Totals</b>	<b>9,804,231.00</b>	<b>8,261,254.91</b>	<b>(1,542,976.09)</b>	<b>84.26%</b>		<b>9,804,230.00</b>	<b>4,994,630.69</b>	<b>4,818,667.32</b>	<b>50.94%</b>	

Total Income over Expenditures 3,266,624.22

All Interfund Transfers are done at the first of the Fiscal Year

Budgeted Expenitures included UEFB and Reserves for Future Use

Money was transferred out of Fund 80 into Fund 15 to help repay the bank building loan as per the Supplemental Budget

**Fiscal Year 2015-2016**

**Water System**

Budget for Year	Actual To Date	% of Budget
	6/30/2016	100%

**Operations**

Revenue			
Cash Carried Forward	\$ 28,395.00	\$ 28,395.37	100%
Services	\$ 530,000.00	\$544,154.86	103%
Installations	\$ 3,000.00	\$ 5,199.92	173%
Capital Reserve Fee	\$ -	\$ 15,265.89	
Other income	\$ 300.00	\$ 300.00	100%
<b>Total Revenue</b>	<b>\$ 561,695.00</b>	<b>\$ 593,316.04</b>	<b>106%</b>

Personnel Expenses	\$ 271,992.00	\$ 261,227.34	96%
Materials & Services	\$ 163,515.00	\$ 163,449.73	100%
Capital Expenditures	\$ 38,808.00	\$ 2,264.34	
Transfer to Reserve	\$ 47,400.00	\$ 47,400.00	100%
Transfer to Debt Service			
Revenue Bonds & Fees	\$ 39,980.00	\$ 39,980.00	100%
<b>Total Expenses</b>	<b>\$ 561,695.00</b>	<b>\$ 514,321.41</b>	<b>92%</b>

	Budget	Actual
Revenue From Rates	\$ 530,000.00	\$ 544,154.86
Expenses paid by rates	\$ 514,295.00	\$ 466,921.41
available for reserve	\$ 15,705.00	\$ 92,499.34

Personnel Expenses and Materials/Services Capitalized & Transferred to Fund 15	\$ 61,122
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**Sewer System**

Budget for Year	Actual To Date	% of Budget
	2/29/2016	83%

**Operations**

Revenue			
Cash Carried Forward	\$ 20,255.00	\$ 20,255.81	100%
Services	\$ 495,000.00	\$516,492.07	104%
Installations	\$ 600.00	\$ 1,500.00	250%
Capital Reserve Fee		\$ 14,555.17	
Other income	\$ 600.00	\$ 726.67	
<b>Total Revenue</b>	<b>\$ 516,455.00</b>	<b>\$ 553,529.72</b>	<b>107%</b>

Personnel Expenses	\$ 225,239.00	\$ 235,081.25	104%
Materials & Services	\$ 169,086.00	\$ 132,535.46	78%
Capital Expenditures	\$ 36,538.00	\$ 2,264.33	
Transfer to Reserve	\$ 25,000.00	\$ 25,000.00	100%
Transfer to Debt Service	\$ 60,592.00	\$ 60,592.00	100%
Revenue Bonds			
<b>Total Expenses</b>	<b>\$ 516,455.00</b>	<b>\$ 455,473.04</b>	<b>88%</b>

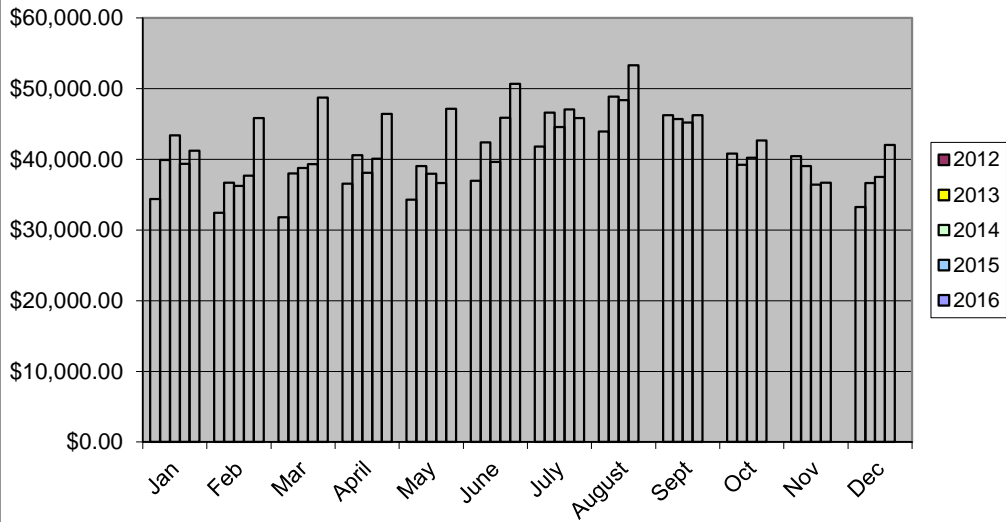
	Budget	Actual
Revenue From Rates	\$ 495,000.00	\$ 516,492.07
Expenses paid by rates	\$ 491,455.00	\$ 430,473.04
available for reserve	\$ 3,545.00	\$ 100,574.20

Personnel Expenses and Materials/Services Capitalized & Transferred to Fund 15	\$ 1,773
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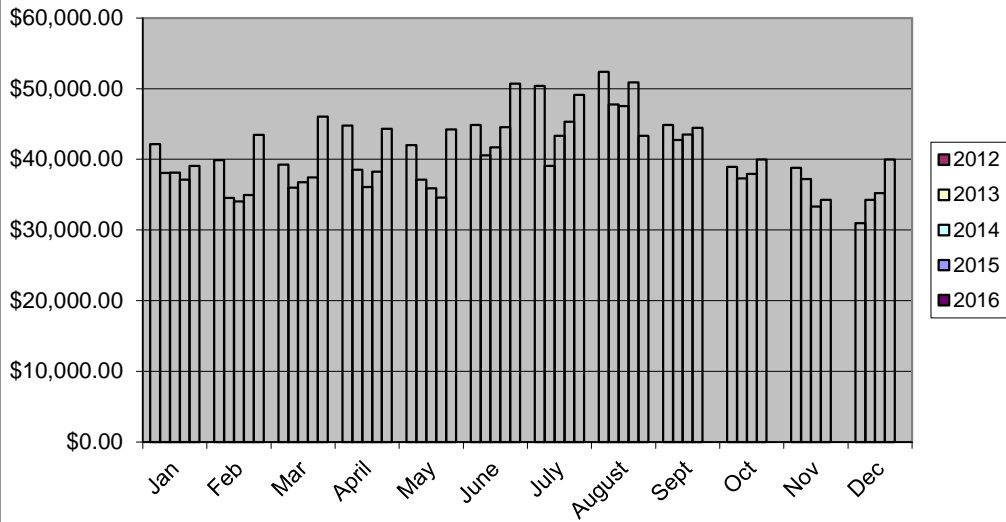
**Other Income**

	Budgeted	Received	%
Urban Renewal Receipts	\$ 200,000.00	\$ 231,732.64	116%
Food & Beverage Tax	\$ 284,000.00	\$ 317,438.54	112%

### Water Sales



### Sewer Sales





Fiscal Year 2015-2016

<b>Project</b>	Budget	Revised Estimate	Materials & Services	Labor Expense To Capitalize	City equipment to Capitalize	2015-2016 Cost incl Labor	Over (Under) Revised	Over (Under) Budget	crew hours				
									Prior YR	True Cost of project	this year	crew prior	Total Crew Hours
Decanting Center	25,000	25,000	11,023	1,772		12,795	(12,205)	(12,205)	605	13,400	43	13	56
Hwy 101-grant	615,309	615,309	110,900	1,758		112,658	(502,651)	(502,651)	157,872	270,530	35	36	71
Hwy 101-waterline	122,000	167,089	94,674	6,208	515	101,398	(65,691)	(20,602)	33,905	135,302	132	239	371
Hwy 101-drainage	170,000	170,000	555	403		958	(169,042)	(169,042)	40,000	40,958	9	188	197
Update Water Master Plan (2A)	18,000	18,000					(18,000)	(18,000)	2,652	2,652		62	62
Hanley Drive Looping & SCADA	164,000	280,565	123,465	38,288		161,754	(118,811)	(2,246)	54,913	216,666	923	285	1,208
Surfside Waterline	56,800	56,800	64,249	3,093	200	67,541	10,741	10,741	338	67,879	64	7	71
Reeves Circle Waterline	50,000	50,000	53,262	2,165		55,427	5,427	5,427		55,427	45		45
Engineering S. Res	150,000	150,000	125,350	10,651		136,001	(13,999)	(13,999)	21,208	157,209	199	301	500
Access Road, Base & Tank S. Res	485,000	485,000	5,128			5,128	(479,873)	(479,873)	5,421	10,549			-
Generator Building - Parkside	25,000	25,000	25,728			25,728	728	728		25,728		12	12
Street Improvements	75,300	75,300	51,406	312		51,718	(23,582)	(23,582)	2,880	54,598	6	46	52
Little Log Church Siding	20,000	20,000		54		54				54	1		
Labyrinth	10,000	10,000					(10,000)	(10,000)	421	421		2	2
General Park Plan - Entry Portal (2/4)	22,500	22,500					(22,500)	(22,500)					-
Commons Roof	65,000	24,000	23,450	370		23,820	(180)	(41,180)		23,820	8		8
Commons Bathroom Remodel	10,000	14,556	14,460	144		14,604	48	4,604		14,604	3		3
Software Upgrade	60,000	7,300	7,300	2,564		9,864	2,564	(50,136)		9,864			*55 O/T only
Year 3 - Information System	24,000	24,000	22,649	291		22,940	(1,060)	(1,060)		22,940			-
Library	10,000	10,000					(10,000)	(10,000)					-
South Gateway Entry Sign	14,000	14,000					(14,000)	(14,000)	52	52		1	1
General Administration of CIP				2,438							41		41

Red Font indicates completed project

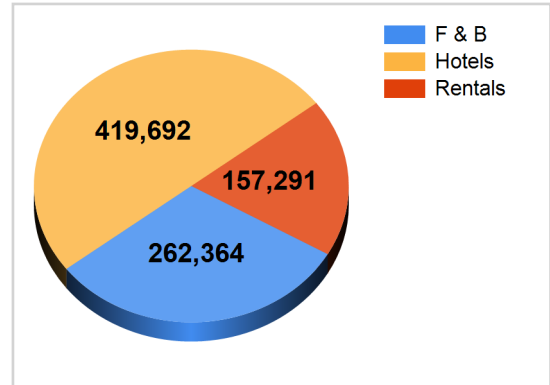
total employee expense 70,511



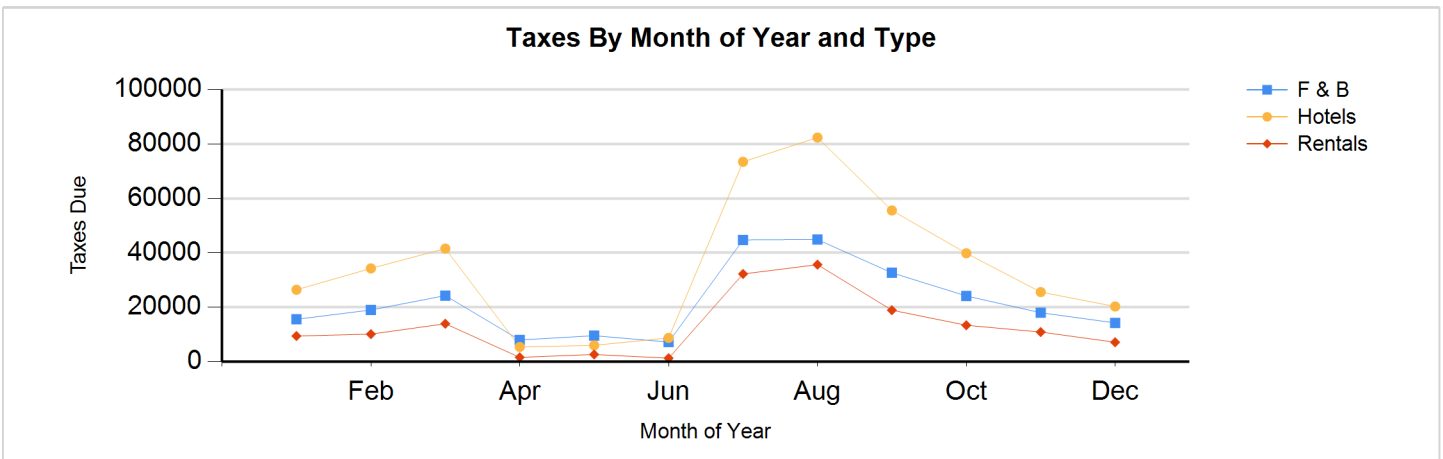
## Yearly Taxes for Fiscal Year 2015/2016

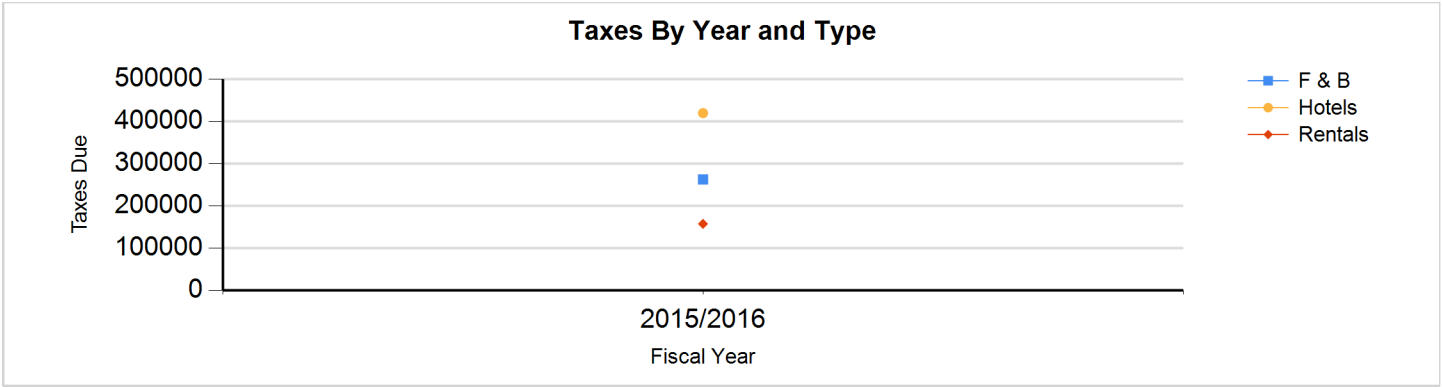
### Fiscal Year 2015-2016

Date	F & B	Hotels	Rentals	Total
Jan 2016	15,583	26,437	9,431	51,450
Feb 2016	19,007	34,289	10,123	63,419
Mar 2016	24,290	41,580	13,946	79,815
Apr 2016	7,981	5,408	1,580	14,969
May 2016	9,551	5,997	2,641	18,188
Jun 2016	7,200	8,720	1,271	17,191
Jul 2015	44,767	73,496	32,261	150,524
Aug 2015	44,891	82,419	35,672	162,982
Sep 2015	32,676	55,607	18,939	107,222
Oct 2015	24,162	39,859	13,389	77,410
Nov 2015	18,001	25,597	10,895	54,493
Dec 2015	14,255	20,283	7,144	41,683
<b>Total</b>	<b>262,364</b>	<b>419,692</b>	<b>157,291</b>	<b>839,347</b>



### Trends





Year	F & B	Hotels	Rentals	Total
2015	262,364	419,692	157,291	839,347
<b>Total</b>	<b>262,364</b>	<b>419,692</b>	<b>157,291</b>	<b>839,347</b>

**CITY OF YACHATS  
ORDINANCE NO. 345**

**AN ORDINANCE AMENDING THE YACHATS MUNICIPAL CODE CHAPTER 9 – ZONING AND LADE USE, SECTIONS 9.04.030 – DEFINITIONS, 9.12 - R-1 RESIDENTIAL ZONE, 9.16 – R-2 RESIDENTIAL ZONE, 9.20 – R-3 RESIDENTIAL ZONE, 9.24 – R-4 RESIDENTIAL ZONE, AND 9.28 – C-1 – COMMERCIAL ZONE**

**WHEREAS**, the City Council requested the Planning Commission consider an amendment to the Zoning and Land Use Code to add “vacation rental facility” as an outright permitted use in the Residential Zones (R-1 through R-4) and in the Retail Commercial Zone (C-1) ; and

**WHEREAS**, the Planning Commission discussed the amendment at work sessions held on December 16, 2015, January 19, 2016, March 15, 2016, May 24, 2016 and a Public Hearing held on February 16, 2016 which was continued to the June 21, 2016 Planning Commission Meeting; and

**WHEREAS**, following the close of the Public Hearing on June 21, 2016 the Planning Commission voted to forward the amendment to City Council for consideration; and

**WHEREAS**, the City Council held a public hearing on July 14, 2016 and voted to adopt the amendment;

**NOW THEREFORE**, the City of Yachats ordains the Yachats Municipal Code shall be amended as follows:

Section 9.04.030 – Definitions shall be amended to add the following:

9.04.030 Definitions

“Vacation rental” means as defined under Chapter 4.08 Vacation rental.

*(Chapter 4.08.020 Definitions defines “Vacation rental” as follows:*

*“Vacation rental” means a single-family dwelling, duplex or triplex which is rented or available for rent for a period of less than 30 days, such as by the day or week. The dwelling may consist of individual units or be in a contiguous form to be considered a vacation rental dwelling, however, each individual unit is to be considered separately for licensing and regulation purposes. A home which is listed with an agent as a vacation rental, advertised, available by referral, word of mouth, commendation and reputation are some of, but not limited to, the ways of identifying a vacation rental.)*

9.12 - R-1 Residential Zone shall be amended in part to

Add to 9.12.020 Permitted Uses

J. Licensed Vacation Rental as regulated in the Yachats Municipal Code Chapter 4.08 – Vacation Rental Licenses

9.16 R-2 Residential Zone shall be amended in part to

Add to 9.16.020 Permitted Uses

M. Licensed Vacation Rental as regulated in the Yachats Municipal Code Chapter 4.08 – Vacation Rental Licenses

9.20 R-3 Residential Zone shall be amended in part to  
Add to 9.20.020 Permitted Uses

O. Licensed Vacation Rental as regulated in the Yachats Municipal Code Chapter 4.08 – Vacation Rental Licenses

9.24 R-4 Residential Zone shall be amended in part to  
Add to 9.24.020 Permitted Uses

P. Licensed Vacation Rental as regulated in the Yachats Municipal Code Chapter 4.08 – Vacation Rental Licenses

9.28 C-1 Retail Commercial Zone shall be amended in part to  
Add to 9.28.010 Permitted Uses

Q. Licensed Vacation Rental as regulated in the Yachats Municipal Code Chapter 4.08 – Vacation Rental Licenses

**PASSED AND ADOPTED** by the City Council of the City of Yachats on this 14<sup>th</sup> day of July, 2016.

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_ Absent: \_\_\_\_\_

**APPROVED** by the Mayor this \_\_\_\_ day of \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Ronald L Brean, Mayor

\_\_\_\_\_  
Nancy Batchelder, City Recorder

**CITY OF YACHATS  
ORDINANCE NO. 344**

**AN ORDINANCE REPEALING ORDINANCE NO. 326 AS AMENDED BY  
ORDINANCE NO 336 AND  
REPEALING CHAPTER 3.14 OF THE YACHATS MUNICIPAL CODE**

**WHEREAS**, on October 30, 2014 the Yachats City Council adopted Ordinance No. 326, an ordinance imposing a tax on sales of medical and recreational marijuana in the City of Yachats; and

**WHEREAS**, on May 14, 2015 the Yachats City Council adopted Ordinance No. 336 amending Ordinance No. 326; and

**WHEREAS**, following the City's adoption of Ordinance No. 326, the Oregon Legislature adopted ORS 475B.345, which allows cities in Oregon to impose a 3% tax on retail recreational marijuana sales, if that 3% tax is approved by the voters of the City at a general election; and

**WHEREAS**, ORS 475B.345 prohibits cities from imposing all other taxes and fees on the production, processing, or sale of marijuana; and

**WHEREAS**, Ordinance No. 326, Ordinance No. 336 and YMC Chapter 3.14 are now preempted by state law and is unenforceable,

**NOW, THEREFORE, THE CITY OF YACHATS ORDAINS AS FOLLOWS:**

**Section 1.** Ordinance No. 326 as amended by Ordinance 336 is hereby repealed and Chapter 3.14 of the Yachats Municipal Code is hereby removed from the Yachats Municipal Code.

**Section 2.** This ordinance shall take effect on the 30<sup>th</sup> day after adoption by the Council and signature by the Mayor.

**Passed and adopted** by the City Council of the City of Yachats on this \_\_\_\_\_ day of \_\_\_\_\_.

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_ Absent: \_\_\_\_\_

**Approved** by the Mayor this \_\_\_\_ day of \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Ronald L Brean, Mayor

\_\_\_\_\_  
Nancy Batchelder, City Recorder

**CITY OF YACHATS  
RESOLUTION NO. 2016-07-01**

**A RESOLUTION CALLING AN ELECTION ON NOVEMBER 8, 2016, TO REFER TO  
THE VOTERS OF THE CITY OF YACHATS, OREGON, A TAX ON RETAIL SALES  
OF RECREATIONAL MARIJUANA IN THE CITY OF YACHATS AND ADOPTING A  
BALLOT TITLE AND EXPLANATORY STATEMENT**

**WHEREAS**, the City is an Oregon home-rule municipal corporation under the Oregon Constitution and Section 4 of the Yachats Charter provides:

“ The city has all powers that the constitutions, statutes and common law of the United States and Oregon expressly or impliedly grant or allow the city, as fully as though this charter specifically enumerated each of those powers.”

**WHEREAS**, ORS 475B.345 allows the City of Yachats to impose a local tax of up to 3% on retail sales of recreational marijuana items within the City if the local tax is approved by the voters of the City at general election; and

**WHEREAS**, the Yachats City Council desires to impose a tax of up to 3% on the sale of recreational marijuana items by marijuana retailers in the City,

**NOW, THEREFORE, THE CITY OF YACHATS RESOLVES AS FOLLOWS:**

**Section 1.** A city election is called for the purpose of submitting to the qualified electors of the City of Yachats an ordinance imposing a city tax of up to three percent (3%) on sales of marijuana items by licensed recreational marijuana retailers within the City of Yachats, a copy of which is attached to this Resolution as Exhibit A and incorporated into this Resolution by reference.

**Section 2.** The ballot title for this measure shall be as follows:

**CAPTION:** City tax on recreational marijuana retailers' sale of marijuana items

**QUESTION:** Shall Yachats impose a tax on sales of marijuana items by recreational marijuana retailers in the city?

**SUMMARY:** If adopted by the voters, this measure would impose a city tax on sales of marijuana items (including marijuana, marijuana products and marijuana extracts) by recreational marijuana retailers licensed by the Oregon Liquor Control Commission and located within the City of Yachats. The City Council would have the authority to set the amount of the tax, but under no circumstances would the tax exceed three percent of the retail sales price of a marijuana item. The tax would be collected from consumers

by recreational marijuana retailers at the point of sale. Recreational marijuana retailers would remit the tax to the City. The city tax would be imposed in addition to any state taxes on the sale of marijuana items. The city tax would not be imposed on medical marijuana sales.

**Section 3.** The City Council orders this City election to be held in the City of Yachats, Oregon, concurrently with the general election, on the 8<sup>th</sup> day of November, 2016, in accordance with the provisions of ORS Chapter 254. The ballots shall be counted and tabulated and the results certified as provided by law.

**Section 4.** The election shall be conducted by Lincoln County. The County Clerk for Lincoln County is hereby instructed to prepare ballots and to take other actions necessary to conduct the election.

**Section 5.** If a majority of the legal voters of the City voting on this measure approve this measure, the ordinance attached as Exhibit A to this Resolution shall take effect on January 1, 2017.

**Section 6.** If Lincoln County produces a voter pamphlet for the election, an explanatory statement for this measure is attached as Exhibit B to this Resolution is hereby approved by the Council.

**Section 7.** This Resolution, including the proposed ballot title and explanatory statement, shall be delivered to the City Recorder.

**Section 8.** The City Recorder shall give notice of this measure as required by law and take such other actions and otherwise proceed with the election as provided by law so as to carry out the purposes of this Resolution.

**Section 9.** This Resolution shall become effective immediately upon its adoption.

Passed by the Council and approved by the Mayor this 14th day of July, 2016.

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Ron Brean, Mayor

ATTEST:

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Nancy Batchelder, City Recorder



Exhibit A  
**CITY OF YACHATS  
ORDINANCE NO. 345**

**AN ORDINANCE AMENDING THE YACHATS MUNICIPAL CODE TO ADD  
CHAPTER 3.14 - MARIJUANA AND MARIJUANA-INFUSED PRODUCTS TAX**

**WHEREAS**, the City is an Oregon home-rule municipal corporation under the Oregon Constitution and Section 4 of the Yachats Charter provides:

“ The city has all powers that the constitutions, statutes and common law of the United States and Oregon expressly or impliedly grant or allow the city, as fully as though this charter specifically enumerated each of those powers.”

**WHEREAS**, ORS 475B.345 allows the City of Yachats to impose a local tax of up to 3% on retail sales of recreational marijuana items within the City if the local tax is approved by the voters of the City at a general election; and

**WHEREAS**, the City of Yachats desires to impose a tax on the sale of recreational marijuana items by marijuana retailers in the City;

**NOW THEREFORE, THE CITY OF YACHATS ORDAINS AS FOLLOWS:**

**The Yachats Municipal Code shall be amended to add Chapter 3.14 - Marijuana and Marijuana-Infused Products Tax**

**SECTION 3.14.010 DEFINITIONS.**

The following words and phrases as used in this Ordinance shall have the following meanings:

- A. “City” means the City of Yachats.
- B. “Tax Administrator” means the City Administrator of the City of Yachats, the City Administrator’s designee, and/or another individual or entity designated by the City to collect the tax on behalf of the City.
- C. “Consumer” means a person who purchases, acquires, owns, holds or uses marijuana items other than for the purpose of resale.
- D. “Marijuana item” means marijuana, cannabinoid products, cannabinoid concentrates and cannabinoid extracts as defined in ORS 475B.015.

- E. "Marijuana retailer" means a person licensed under ORS 475B.110 who sells marijuana items to a consumer in the State of Oregon.
- F. "Person" means individuals, corporations, associations, firms, partnerships, limited liability companies and joint stock companies.
- G. "Retail sale price" means the total consideration paid to a marijuana retailer for a marijuana item by or on behalf of a consumer, excluding any tax.

#### **SECTION 3.14.020 TAX IMPOSED.**

The City of Yachats hereby imposes a tax on each marijuana item sold to a consumer within the City of Yachats by a marijuana retailer. The Yachats City Council shall set the tax rate by resolution; however, the tax rate adopted by the City Council shall not exceed three percent (3%) of the retail sale price for each marijuana item sold. The tax constitutes a debt owed by the consumer to the City and shall be extinguished only by payment to the marijuana retailer or to the City.

#### **SECTION 3.14.030 COLLECTION.**

The consumer shall pay the tax to the marijuana retailer at the time of the purchase or sale of the marijuana item. Every marijuana retailer shall collect the tax from the consumer at the time of the sale of a marijuana item. The tax collected by the marijuana retailer shall be held in trust by the marijuana retailer for payment to the City. The marijuana retailer shall remit the tax to the Tax Administrator. The Tax Administrator is authorized to exercise all supervisory and administrative powers with regard to the administration, collection and enforcement of the tax authorized by this Ordinance.

#### **SECTION 3.14.040 ACCOUNTING AND RECORDS.**

- A. Every marijuana retailer must keep and preserve, in a generally accepted accounting format used for reporting revenue and taxes due on business activity, detailed records of all sales made and all taxes collected. Every marijuana retailer must keep and preserve such records for a period of six (6) years. The Tax Administrator shall have the right to inspect all such records at reasonable times.
- B. For purposes of determining the accuracy of any tax return or for the purpose of an estimate of taxes due, the Tax Administrator may examine any books, papers, records, or memoranda bearing upon the marijuana retailer's tax returns, including copies of the marijuana retailer's state and federal income tax returns and copies of the marijuana retailer's state marijuana tax returns. All books, invoices and

other records shall be made available within the City for examination by the Tax Administrator during regular business hours.

### **SECTION 3.14.050 PENALTIES AND INTEREST**

- A. Any marijuana retailer who has not been granted an extension of time for remittance of tax due and who fails to remit any tax imposed by this Ordinance prior to delinquency shall pay a penalty of ten percent of the amount of the tax due in addition to the amount of the tax.
- B. Any marijuana retailer who has not been granted an extension of time for remittance of tax due, and who fails to pay any delinquent remittance on or before a period of thirty days following the date on which the remittance first becomes delinquent shall pay a second delinquency penalty of fifteen percent of the amount of the tax due plus the amount of the tax and the ten percent penalty first imposed.
- C. If the Tax Administrator determines that the nonpayment of any remittance due under this Ordinance is due to fraud or intent to evade the provisions of this Ordinance, a penalty of twenty-five percent of the amount of the tax shall be added the amount of the remittance due, in addition to the penalties stated in subsections A and B of this section.
- D. In addition to the penalties imposed, any marijuana retailer who fails to remit any tax imposed by this Ordinance shall pay interest at the rate of one-half of one percent per month or fraction thereof, without proration for portions of a month, on the amount of the tax due, exclusive of penalties, from the date on which the remittance first becomes delinquent, until paid.
- E. Every penalty imposed and any interest that accrues under the provisions of this Ordinance shall be merged with, and become a part of, the tax required to be paid.

### **SECTION 3.14.060 APPEAL**

- A. Any person aggrieved by any decision of the Tax Administrator may appeal to the City Administrator by filing a notice of appeal with the Tax Administrator within ten days of the date the notice of the decision is served or mailed. The Tax Administrator shall fix a time and place for hearing the appeal and shall give the appellant ten days' written notice of the time and place of the hearing.
- B. Any person aggrieved by any decision of the City Administrator under subsection A of this Section may appeal to the Council by filing a notice of appeal with the Tax Administrator within ten days of the date the City Administrator's decision is served or mailed. The Tax Administrator shall transmit the notice, together with the file of the appealed matter, to the Council, who shall fix a time and place for hearing the

appeal. The Council shall give the appellant not less than ten days written notice of the time and place of hearing the appeal.

**SECTION 3.14.070 REFUND**

Whenever the amount of any tax imposed under this Ordinance has been paid more than once or has been erroneously or illegally collected or received by the Tax Administrator, it may be refunded, provided a verified claim in writing therefor, stating the specific reason upon which the claim is founded, is filed with the Tax Administrator within three years from the date of payment. The claim shall be made on forms provided by the Tax Administrator. If the Tax Administrator approves the claim, the excess amount collected or paid may be refunded to, or may be credited on any amounts then due and payable from, the marijuana retailer from whom it was collected or by whom it was paid, and the balance may be refunded to the marijuana retailer or the marijuana retailer's administrators, executors or assignees.

**SECTION 3.14.080 SEVERABILITY.** Any provision of this Ordinance which proves to be invalid, void, or illegal shall in no way affect, impair, or invalidate any other provision of this Ordinance, and the remaining provisions of this Ordinance shall remain in full force and effect.

**SECTION 3.14.090 CODIFICATION.** A new Chapter 3.14 Marijuana and Marijuana-Infused Products Tax establishing a tax on the sale of marijuana and marijuana-infused products is hereby added to Title 3 "Revenue and Finance" of the Yachats Municipal Code.

**SECTION 3.14.100 EFFECTIVE DATE.** If approved by a majority of the voters of the City of Yachats at the statewide general election held on Tuesday, November 8, 2016, this ordinance shall take effect on January 1, 2017.

**Passed and adopted** by the City Council of the City of Yachats on this \_\_\_\_\_ day of \_\_\_\_\_.

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_ Absent: \_\_\_\_\_

**Approved** by the Mayor this \_\_\_\_ day of \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Ronald L Brean, Mayor

\_\_\_\_\_  
Nancy Batchelder, City Recorder

## Exhibit B Explanatory Statement

If this measure is approved by the voters of the City of Yachats, the City will impose a tax on sales of marijuana items (including marijuana flowers, marijuana concentrates, marijuana edibles and marijuana extracts) by recreational marijuana retailers licensed by the Oregon Liquor Control Commission (OLCC) and located within the City of Yachats. The City Council would have the authority to set the amount of the city tax, but the city tax could not exceed three percent of the retail sales price of a marijuana item.

The city tax would be collected from consumers by the recreational marijuana retailer at the point of sale. The recreational marijuana retailer would then remit the tax to the City.

The City would be able to use the revenues generated by this tax for any city purpose.

If approved, this city tax would be imposed in addition to any state marijuana taxes. This city tax would not be imposed on medical marijuana sales.

CATEGORY: Safety Management  
CDC-SM-2009-01  
DATE OF ISSUE: 6-22-2009  
PROPOSER: Office of Health and Safety, Office of the Director

## INDOOR ENVIRONMENTAL QUALITY POLICY

- Sections:
1. PURPOSE AND SCOPE
  2. BACKGROUND
  3. POLICY
  4. RESPONSIBILITIES
  5. REFERENCES
  6. ACRONYMS
  7. DEFINITIONS
- Appendix:
- A. INDOOR ENVIRONMENTAL QUALITY GUIDELINES
  - B. INDOOR AIR QUALITY QUESTIONNAIRE

### 1. PURPOSE AND SCOPE

This policy establishes guidance and procedures to protect and maintain safe indoor environmental quality (IEQ) and guidelines for reporting and investigating complaints. This policy applies to all CDC<sup>1</sup> workers (employees, contractors, guest researchers, etc.) at all CDC facilities, both leased and owned, and all CDC work areas including animal facilities.

### 2. BACKGROUND

Indoor environmental quality concerns relate to air quality and other environmental factors (lighting, cleanliness, etc.) in office workplaces. CDC is committed to providing all CDC workers a safe place of employment, and will take actions to keep the workplace free of recognized hazards. When possible, the agency will take steps to eliminate or materially reduce recognized workplace hazards.

The goal of this policy is to: promote and protect the health and well being of CDC personnel, contractors, and visitors; prevent work-related injury and illness; prevent harm to and pollution of the environment; and ensure compliance with all applicable federal, state, and local regulations.

The goal for safe IEQ is an on-going and high priority CDC commitment. This policy provides a clear statement of CDC management's commitment to implement and continually improve a comprehensive and effective health, safety and environmental protection program.

### 3. POLICY

CDC strives to maintain indoor environmental quality standards that protect the health of workers. This policy establishes guidance and procedures to protect and maintain safe IEQ and for reporting and investigating complaints. Specific guidance is provided in the

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<sup>1</sup> References to CDC also apply to the Agency for Toxic Substances and Disease Registry (ATSDR).

appendix "Indoor Environmental Quality Guidelines." All CDC facilities (leased or owned) are subject to this policy and the major components are identified below:

**A. Prevention and Management of IEQ Concerns During Construction and Renovation Projects**

Key factors must be assessed by the Office of Health and Safety (OHS) and/or local Safety Officer and the Buildings and Facilities Office (BFO) during a renovation or construction project.

**B. Building Operation and Maintenance**

CDC and the BFO commits to operating and maintaining CDC's owned and leased facilities using best practices that cause minimal interruption to workers and protect them from hazards.

**C. Building Occupants**

It is important that personnel be aware that the use of some personal care products may have detrimental effects on the health of chemically sensitive co-workers. Personal care products (colognes, perfumes, essential oils and scented skin and hair products) should not be brought into, used, or otherwise applied at or near actual workstations, in restrooms, or anywhere in CDC facilities.

**D. Communication**

Information must be communicated among all affected parties in a timely manner relating to materials used in buildings (e.g., cleaning supplies, chemicals, personal care products), and maintenance activities that may potentially affect air quality so that preventive measures can be taken in advance. At least five (5) working days notice must be normally given before construction and maintenance activities are undertaken or new chemicals introduced.

**E. Evaluation of IEQ Concerns**

Building occupants who experience irritation or symptoms that may be related to the quality of indoor air should notify their supervisors, and the OHS or local Safety Officer to initiate a complaint. BFO must also be contacted upon initiation of a complaint, to identify and/or review any potential structural, maintenance, or heating, ventilating or air conditioning (HVAC) issues. Building occupants must also complete the Indoor Air Quality Questionnaire (see Attachment B) in order to properly document the complaint. Each IEQ complaint poses a unique set of circumstances that will determine the investigative procedures used to resolve each IEQ concerns.

**4. RESPONSIBILITIES**

**A. Office of Health and Safety/Designated Safety Officer**

Administers the Indoor Environmental Quality Program and serves as the primary coordinator and investigator for reported incidents involving IEQ hazards or conditions; educates CDC supervisors and workers; develops report findings and recommendations for corrective action; and reviews and updates to meet future needs and regulatory changes.

**B. Occupational Health Clinic**

Conducts medical evaluations as required and contacts OHS to initiate investigation of reported health problems related to the work environment.

FROM: Hannah Hickey  
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(NOTE: researcher contact information at end)

**For Immediate Release**  
**Oct. 26, 2010**

## **Scented consumer products shown to emit many unlisted chemicals**

The sweet smell of fresh laundry may contain a sour note. Widely used fragranced products – including those that claim to be “green” – give off many chemicals that are not listed on the label, including some that are classified as toxic.

A study led by the University of Washington discovered that 25 commonly used scented products emit an average of 17 chemicals each. Of the 133 different chemicals detected, nearly a quarter are classified as toxic or hazardous under at least one federal law. Only one emitted compound was listed on a product label, and only two were publicly disclosed anywhere. The article is published online today in the journal *Environmental Impact Assessment Review*.

“We analyzed best-selling products, and about half of them made some claim about being green, organic, or natural,” said lead author Anne Steinemann, a UW professor of civil and environmental engineering and of public affairs. “Surprisingly, the green products’ emissions of hazardous chemicals were not significantly different from the other products.”

More than a third of the products emitted at least one chemical classified as a probable carcinogen by the U.S. Environmental Protection Agency, and for which the EPA sets no safe exposure level.

Manufacturers are not required to disclose any ingredients in cleaning supplies, air fresheners or laundry products, all of which are regulated by the Consumer Product Safety Commission. Neither these nor personal care products, which are regulated by the Food and Drug Administration, are required to list ingredients used in fragrances, even though a single “fragrance” in a product can be a mixture of up to several hundred ingredients, Steinemann said.

So Steinemann and colleagues have used chemical sleuthing to discover what is emitted by the scented products commonly used in homes, public spaces and workplaces.

The study analyzed air fresheners including sprays, solids and oils; laundry products including detergents, fabric softeners and dryer sheets; personal care products such as soaps, hand sanitizers, lotions, deodorant and shampoos; and cleaning products including disinfectants,



all-purpose sprays and dish detergent. All were widely used brands, with more than half being the top-selling product in its category.

Researchers placed a sample of each product in a closed glass container at room temperature and then analyzed the surrounding air for volatile organic compounds, small molecules that evaporate off a product's surface. They detected chemical concentrations ranging from 100 micrograms per cubic meter (the minimum value reported) to more than 1.6 million micrograms per cubic meter.

The most common emissions included limonene, a compound with a citrus scent; alpha-pinene and beta-pinene, compounds with a pine scent; ethanol; and acetone, a solvent found in nail polish remover.

All products emitted at least one chemical classified as toxic or hazardous. Eleven products emitted at least one probable carcinogen according to the EPA. These included acetaldehyde, 1,4-dioxane, formaldehyde and methylene chloride.

The only chemical listed on any product label was ethanol, and the only additional substance listed on a chemical safety report, known as a material safety data sheet, was 2-butoxyethanol.

"The products emitted more than 420 chemicals, collectively, but virtually none of them were disclosed to consumers, anywhere," Steinemann said.

Because product formulations are confidential, it was not possible to determine whether a chemical came from the product base, the fragrance added to the product, or both.

Tables included with the article list all chemicals emitted by each product and the associated concentrations, although do not disclose the products' brand names.

"We don't want to give people the impression that if we reported on product 'A' and they buy product 'B,' that they're safe," Steinemann said. "We found potentially hazardous chemicals in all of the fragranced products we tested."

The study establishes the presence of various chemicals but makes no claims about the possible health effects. Two national surveys published by Steinemann and a colleague in 2009 found that about 20 percent of the population reported adverse health effects from air fresheners, and about 10 percent complained of adverse effects from laundry products vented to the outdoors. Among asthmatics, such complaints were roughly twice as common.

The Household Product Labeling Act, currently being reviewed by the U.S. Senate, would require manufacturers to list ingredients in air fresheners, soaps, laundry supplies and

other consumer products. Steinemann says she is interested in fragrance mixtures, which are included in the proposed labeling act, because of the potential for unwanted exposure, or what she calls "secondhand scents."

As for what consumers who want to avoid such chemicals should do in the meantime, Steinemann suggests using simpler options such as cleaning with vinegar and baking soda, opening windows for ventilation, and using products without any fragrance.

"In the past two years, I've received more than 1,000 e-mails, messages, and telephone calls from people saying: 'Thank you for doing this research, these products are making me sick, and now I can start to understand why,'" Steinemann said.

Steinemann is currently a visiting professor in civil and environmental engineering at Stanford University. Co-authors are Ian MacGregor and Sydney Gordon at Battelle Memorial Institute in Columbus, Ohio; Lisa Gallagher, Amy Davis and Daniel Ribeiro at the UW; and Lance Wallace, retired from the U.S. Environmental Protection Agency. The research was partially funded by Seattle Public Utilities.

###

For more information, contact Steinemann at 206-616-2661 or [acstein@uw.edu](mailto:acstein@uw.edu). Steinemann is currently at Stanford University as a visiting professor in civil and environmental engineering.

Battelle media contacts: Katy Delaney at 614-424-7208 or [delaneyk@battelle.org](mailto:delaneyk@battelle.org) and T.R. Massey at 614-424-5544 or [masseytr@battelle.org](mailto:masseytr@battelle.org).

More information on the project is at <http://depts.washington.edu/exposure/>

More information on volatile organic compounds is available from the U.S. Environmental Protection Agency (<http://www.epa.gov/iaq/voc.html>) and the National Library of Medicine ([http://toxtown.nlm.nih.gov/text\\_version/chemicals.php?id=31](http://toxtown.nlm.nih.gov/text_version/chemicals.php?id=31))

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**For Immediate Release**  
**Aug. 24, 2011**

## **Scented laundry products emit hazardous chemicals through dryer vents**

The same University of Washington researcher who used chemical sleuthing to deduce what's in fragranced consumer products now has turned her attention to the scented air wafting from household laundry vents.

Findings, published online this week in the journal [Air Quality, Atmosphere and Health](#), show that air vented from machines using the top-selling scented liquid laundry detergent and scented dryer sheet contains hazardous chemicals, including two that are classified as carcinogens.

"This is an interesting source of pollution because emissions from dryer vents are essentially unregulated and unmonitored," said lead author [Anne Steinemann](#), a UW professor of civil and environmental engineering and of public affairs. "If they're coming out of a smokestack or tail pipe, they're regulated, but if they're coming out of a dryer vent, they're not."

The research builds on [earlier work](#) that looked at what chemicals are released by laundry products, air fresheners, cleaners, lotions and other fragranced consumer products. Manufacturers are not required to disclose the ingredients used in fragrances, or in laundry products.

For the new study, which focuses on chemicals emitted through laundry vents, researchers first purchased and pre-rinsed new, organic cotton towels. They asked two homeowners to volunteer their washers and dryers, cleaned the inside of the machines with vinegar, and ran full cycles using only water to eliminate as much residue as possible.

At the first home, they ran a regular laundry cycle and analyzed the vent fumes for three cases: once with no products, once with the leading brand of scented liquid laundry detergent, and finally with both the detergent and a leading brand of scented dryer sheets. A canister placed inside the dryer vent opening captured the exhaust 15 minutes into each drying cycle.

Researchers then repeated the procedure with a different washer and dryer at a second home.

Analysis of the captured gases found more than 25 volatile organic compounds, including seven hazardous air pollutants, coming out of the vents. Of those, two chemicals – acetaldehyde and benzene – are classified by the Environmental Protection Agency as carcinogens, for which the agency has established no safe exposure level.

“These products can affect not only personal health, but also public and environmental health. The chemicals can go into the air, down the drain and into water bodies,” Steinemann said.

The researchers estimate that in the Seattle area, where the study was conducted, acetaldehyde emissions from this brand of laundry detergent would be equivalent to 3 percent of the total acetaldehyde emissions coming from automobiles. Emissions from the top five brands, they estimate, would constitute about 6 percent of automobiles’ acetaldehyde emissions.

“We focus a lot of attention on how to reduce emissions of pollutants from automobiles,” Steinemann said. “And here’s one source of pollutants that could be reduced.”

The project’s [website](#) also includes letters from the public reporting health effects from scented consumer products. Steinemann says that people’s reports of adverse reactions to fragranced air coming from laundry vents motivated her to conduct this study.

Steinemann recommends using laundry products without any fragrance or scent.

Co-authors are Lisa Gallagher and Amy Davis at the UW, and Ian MacGregor at Battelle Memorial Institute.

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For more information, contact Steinemann at [acstein@uw.edu](mailto:acstein@uw.edu). She is best reached via email.

More information about the research, including a copy of the article, is at <http://depts.washington.edu/exposure/>