

1. 10:00 A.M. Agenda

Documents:

[2023-01-06 Finance Committee Agenda.pdf](#)

2. Meeting Material

Documents:

[CofY Accounts 23-01-04 FORM.pdf](#)

[CIP Projs Approps 23-01-04 Money Moved.pdf](#)

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
FINANCE COMMITTEE MEETING
Friday, January 6, 2023, at 10:00am
To Be Held Via Zoom

- I. Meeting Called to Order
- II. Announcements and Correspondence
- III. Citizens' Concerns (limited to items not on the agenda, 5-minute limitation per person)
- IV. Current Business
 - a. Summary of changes made to the CIP Since Budget Adoption, and Administrative Changes
 - b. Update on Cash Balances concentrated into LGIP
 - c. Transient Rental Tax – Exhibit
 - d. Food & Beverage Update and Collection Issues
 - e. Discussion – Expectations, Role of the URD in Long Term Funding, and how often we want to review the higher-level plans to fund Master Plan Projects
- VI. New Business
 - a. Discuss Meeting Date & Time Change
 - b. Develop CIP Schedule
- VII. Reports (Provided written reports)
 - a. Discussion: Reports Requested for monthly meeting
- VIII. Other Business
 - a. From Commission
 - b. From Staff
- IX. Action Items
 - a.
 - b.

*The Yachats City meetings are open to the public and being held via Zoom. These are open meetings under Oregon law. Meetings are audio-recorded. The meeting are accessible to persons with disabilities. For accommodations, please call (541) 547-3565, or Oregon Relay 1-800-735-2900 (TDD) two days in advance. City of Yachats does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. Sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance. **POSTED** 01/05/2022* By: Kimmie Jackson, Deputy City Recorder

CITY OF YACHATS		1/5/2023 16:06					NEED GL ENTRIES		PHASE / STATUS								
CAPITAL IMPROVEMENT PROJECTS (CIP)									GENERAL FUNDS				ENTERPRISE				
REPORT TO CITY COUNCIL December 21, 2022				CIP 2022-3 UPDATED MASTERLIST	CIP 2023-4 UPDATED MASTERLIST (22SEP01 Memo)	ADOPTED APPROPRI- ATIONS	CAPITAL RESERVES	EXPENDITURES 2021-22	REMAINING BUDGET ITEMS 2022-23	CC REPORT	HOLD	DISCOVERY	COMPLETE	IN REVIEW	APPROVED	IN PROCESS	COMPLETE
PROJECTS	TASK / CODING NOTES	@JUL2022	@JUL2023	2022-3	2022-3			@FEB22	@JAN23								
PUBLIC WORKS																	
WATER																	
1	WTP Reedy Creek Raw Water Line			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
2	WTP South Reservoir Tank Earthquake Valve	STSEISM		\$ 100,000	\$ 63,920	\$ -	\$ -	\$ 1,080	\$ 63,920								
3	WTP Plant Backwash Recycle System	WTPBKWSH		\$ 300,000	\$ 138,739	\$ -	\$ -	\$ 261	\$ 300,000								
4	WTP Water Plant Electrical Control Systems			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
5	WTP Water Plant Clarifier - Rehabilitation of Drives			\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -								
6	WTP SCADA Upgrades	WTPSCADA		\$ 60,000	\$ 49,044	\$ -	\$ -	\$ 956	\$ 49,044								
7	WTP System Pressure Release Valve Rehab/ Update			\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -								
8	WTP WTP Upgrade CIP Annually	WTPUPGRD		\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 131	\$ 30,000								
9	WTP WTP Clarifier			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
10	WTP Hydrants Replacement Substantial Upgrade			\$ 6,000	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000								
11	WTP Combs Circle Pressure Release Valve Rehabilitation			\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -								
12	WTP Radar Booster Station - Electric			\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -								
13	WTP Streaming Current Monitor			\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -								
							\$ 1,787,774										
	PW WATER S/T			\$ 861,000	\$ 287,703	\$ -	\$ 1,787,774	\$ 2,428	\$ 448,964								
PW WASTEWATER																	
1	WWTP Submersible Pump Electric Plugs	PUMPPPLGS		\$ 45,000	\$ 44,525	\$ -	\$ -	\$ 475	\$ 50,000								
2	WWTP Submersible Pump Electric Plug Installation			\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -								
3	WWTP Submersible Pump (Redundancy - Info to Come)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
4	WWTP Air Valve Sequence Batch Reactor #2			\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000								
5	WWTP UV Disinfection Control Upgrades			\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -								
6	WWTP Annual Inflow and Infiltration (I&I) Rehabilitation			\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -								
7	WWTP Multi-Variable Frequency Drive Upgrades			\$ 47,000	\$ -	\$ -	\$ -	\$ -	\$ -								
8	WWTP Bypass Pump Connections for 3 Lift Stations	SEWERPMP		\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000								
9	WWTP Hanley Drive Sewer Manholes			\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -								
10	WWTP Outfall Pipeline Improvements			\$ 96,000	\$ -	\$ -	\$ -	\$ -	\$ -								
11	WWTP Main Pump Station Improvements			\$ 406,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000								
12	WWTP Riverside Pump Station Improvements			\$ 218,000	\$ -	\$ -	\$ -	\$ -	\$ -								
							\$ 943,009	\$ 120,084	\$ -								
	PW WASTEWATER S/T			\$ 1,174,000	\$ 84,525	\$ -	\$ 943,009	\$ 120,559	\$ 91,000								
TRANSPORTATION & UTILITIES - MULTI-MODAL																	
E 2nd STREET (Phase II)																	
Prospect to Loma - 540'																	
1	Utilities / Road Engineering	E2PHS2WL		\$ -	\$ 27,000	\$ -	\$ -	\$ 14,000	\$ 15,000								
2	General Construction	E2PHS2ST		\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -								
3	Sitework			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
4	Paving, Curb & Gutter, Striping			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
5	Wastewater			\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -								
6	Water			\$ -	\$ 141,000	\$ -	\$ -	\$ -	\$ -								
7	Storm Drainage			\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -								
E 2nd STREET (Phase III)																	
Loma to Yachats River Road - 287.40'																	
1	Utilities / Road Engineering	E2PHS2WW		\$ -	\$ 15,000	\$ 13,000	\$ -	\$ -	\$ -								
2	General Construction	E2PHS3ST		\$ -	\$ 187,000	\$ -	\$ -	\$ -	\$ -								
3	Sitework			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
4	Paving, Curb & Gutter, Striping			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
5	Wastewater			\$ -	\$ 43,000	\$ -	\$ -	\$ -	\$ -								
6	Water			\$ -	\$ 136,000	\$ -	\$ -	\$ -	\$ -								
7	Storm Drainage			\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -								
MARINE / HWY 101 - Repair and Storm																	
Utilities / Road Engineering				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
Stormwater				\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -								
OCEAN VIEW DRIVE																	
Utilities / Road Engineering				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
Road Repair	OCEANVIEW			\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -								
								\$ 92,422	\$ 19,673								
STREET / LOCALIZED REPAIR																	
King St Sewer line				\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -								
Gimlet Gate Installation	GIMLETGT			\$ -	\$ 70,000	\$ 35,000	\$ -	\$ -	\$ 70,000								
HWY 101 Delimiters				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
								\$ 96,987	\$ 16,777								
	PW TRANSPORTATION S/T			\$ -	\$ 1,161,000	\$ 441,000	\$ 189,409	\$ 50,450	\$ 85,000								
PUBLIC WORKS FACILITIES																	
WATER TREATMENT PLANT (WTP)																	
WTP	Roll Up Doors Shop Replacement	PWRLUPDR		\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -								
WASTE WATER TREATMENT PLANT (WWTP)																	
WWTP	Public Works WWTP Slide Gate	WWELECGT		\$ 15,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 15,000								
WWTP	Roll Up Doors Shop Replacement	PWRLUPDR		\$ 90,000	\$ -	\$ -	\$ -	\$ 323	\$ -								
WWTP	Pole Building	POLEBLDG		\$ 40,000	\$ -	\$ -	\$ -	\$ 37,307	\$ -								
VACANT / DEVELOPABLE LAND																	
WTP	Property Acquisition - Water Tank			\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000								
WTP	Real Estate Transaction Fees			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
WTP	Design Development			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
	PW FACILITIES S/T			\$ 465,000	\$ 280,000	\$ -	\$ -	\$ 37,630	\$ 265,000								
EQUIPMENT																	
PW	Service Truck for Field Operations #1	WTPTRUCK		\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -								
PW	Platform Lift			\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -								
PW	125 kw Portable Generator	WWPRTGEN		\$ 61,000	\$ -	\$ -	\$ -	\$ 55	\$ -								
PW	WTP Crew Truck #2			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
WWTP	WW Tractor	WWTRACTR		\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -								
	PW EQUIPMENT S/T			\$ 266,000	\$ 160,000	\$ -	\$ -	\$ 98,717	\$ -								
PW STUDIES																	
PW RFPs / BIDS																	
PW	RFP for Integrator of Record			\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500								
PW MASTERPLANS / STUDYS																	
WTP	Seismic Engineering Study - Reservoirs			\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -								
WTP	Watertank Placement Survey / Geotech			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000								
WTP	Tank Design Development			\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000								
WTP	Water Source Protection - Monitoring Plan #1			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000								
WTP	Water Source Plan #2	SOURCEWR		\$ 30,000	\$ 17,269	\$ -	\$ -	\$ 2,731	\$ 17,269								
WTP	Water Rates Study			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
WWTP	Wastewater Masterplan WMCP	WWMP		\$ 30,000	\$ -	\$ -	\$ -	\$ 26,877	\$ -								
WWTP	Wastewater Rate Study			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
PW	SDC - System Development Charge Study			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
PW	Design Standards for PW			\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -								
PW	Stormwater Study OR Master Plan			\$ 35,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -								
	PW STUDIES S/T			\$ 134,500	\$ 127,269	\$ -	\$ -	\$ 35,096	\$ 86,769								

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CAPITAL IMPROVEMENT PROJECTS (CIP)									GENERAL FUNDS				ENTERPRISE			
REPORT TO CITY COUNCIL December 21, 2022			CIP 2022-3 UPDATED MASTERLIST	CIP 2023-4 UPDATED MASTERLIST (22SEP01 Memo)	ADOPTED APPROPRI- ATIONS	CAPITAL RESERVES	EXPENDITURES 2021-22	REMAINING BUDGET ITEMS 2022-23	CC REPORT	HOLD	DISCOVERY	COMPLETE	IN REVIEW	APPROVED	IN PROCESS	COMPLETE
PROJECTS	TASK / CODING NOTES	@JUL2022	@JUL2023	2022-3	2022-3	@FEB22	@JAN23									
POCKET PARKS																
Landscaping, Planting, Signage, Barriers, Benches		\$ 29,000		\$ 19,000	\$ -	\$ -	\$ -									
		\$ -		\$ -	\$ -	\$ -	\$ -									
BOARDWALK																
Engineering Design (Engineering)	BOARDWLK	\$ 125,000		\$ 110,000	\$ -	\$ -	\$ -									
350' Boardwalk		\$ 625,000		\$ 150,000	\$ -	\$ -	\$ -									
Viewing Platform		\$ -		\$ -	\$ -	\$ -	\$ -									
Landmark Gateway Overlook		\$ 350,000		\$ -	\$ -	\$ -	\$ -									
Underground Utilities		\$ -		\$ 200,000	\$ -	\$ -	\$ -									
Extended Walkway to State Park		\$ 1,850,000	\$ 750,000	\$ -	\$ -	\$ -	\$ -									
SKATEPARK																
Private Sponsorship - Skatepark Remodel		\$ 15,000		\$ 15,000	\$ -	\$ -	\$ -									
YACHATS CIVIC PARK																
Conversion of ballfield into greenspace park. Engineering.		\$ -		\$ -	\$ -	\$ -	\$ -									
PARKS & TRAILS																
Park Plan - Greenspace and Commons		\$ -		\$ 55,000	\$ -	\$ -	\$ -									
Greenspace - Park Development				\$ 50,000	\$ -	\$ -	\$ -									
					\$ -	\$ 6,547	\$ -									
					\$ 235,762	\$ -	\$ -									
PARKS & RECREATION S/T		\$ 1,894,000		\$ 599,000	\$ 235,762	\$ 6,547	\$ -									
CIVIC PROPERTIES FACILITIES																
THE COMMONS																
Gutters and Fascia		\$ 30,000		\$ 35,000	\$ -	\$ -	\$ 50,000									
North Entrance Design and Updates		\$ 140,000		\$ -	\$ -	\$ -	\$ -									
Painting - Exterior		\$ -		\$ -	\$ -	\$ -	\$ -									
Painting - Interior		\$ 33,000		\$ -	\$ -	\$ -	\$ -									
Concrete Steps		\$ 223,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -									
Portico and Moving Tent		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -									
Public Restrooms		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -									
Courts Behind Commons		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -									
Park Plan		\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -									
Greenspace Implementation		\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -									
Landscaping - General		\$ 885,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -									
					\$ 157,949	\$ -	\$ -									
LITTLE LOG CHURCH MUSEUM																
Engineering Study		\$ 9,000		\$ -	\$ -	\$ -	\$ 300,000									
Structural Study		\$ 20,000		\$ -	\$ -	\$ -	\$ -									
Exterior Rehab		\$ 500,000		\$ 187,000	\$ -	\$ -	\$ -									
Interior Rehab		\$ -		\$ -	\$ -	\$ -	\$ -									
Hardening		\$ 541,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -									
					\$ 205,902	\$ -	\$ -									
CITY HALL 501 BUILDING																
Gutter and Fascia Repair		\$ 20,000		\$ 20,000	\$ -	\$ -	\$ -									
Refurbishment of Interior of 501 Building		\$ -		\$ -	\$ -	\$ -	\$ -									
Counter and Security		\$ -		\$ -	\$ -	\$ -	\$ -									
Water Billing System Meter Read Interface		\$ -		\$ -	\$ -	\$ -	\$ -									
Bike Racks		\$ 2,000		\$ -	\$ -	\$ -	\$ -									
Knowledge Worker Tools		\$ 100,000		\$ -	\$ -	\$ -	\$ -									
					\$ 154,939	\$ -	\$ -									
LIBRARY ADDITION																
Library Addition		\$ -		\$ 300,000	\$ -	\$ -	\$ 375,000									
Library Expansion		\$ 600,000		\$ -	\$ -	\$ -	\$ -									
Architectural Fees		\$ 35,000		\$ 32,000	\$ -	\$ -	\$ -									
Construction Fees		\$ -		\$ -	\$ -	\$ -	\$ -									
Grant Writer		\$ 6,000		\$ 6,000	\$ -	\$ -	\$ -									
Book Return Steel Box		\$ 646,007	\$ 5,007	\$ -	\$ -	\$ 5,007	\$ -									
					\$ 238,210	\$ -	\$ -									
CIVIC CAMPUS S/T		\$ 2,427,007		\$ 580,000	\$ 757,000	\$ 6,988	\$ 725,000									
RESILIENCY - EMERGENCY PREPAREDNESS																
Emergency Preparedness - Storage Containers	EMRGMNGT	\$ 30,000		\$ 20,000	\$ -	\$ -	\$ 20,000									
Urban/Wildland Interface					\$ -	\$ -	\$ -									
Education Outreach					\$ -	\$ -	\$ -									
Evacuation Routes (Fire/Flood/Slides)					\$ -	\$ -	\$ -									
Resiliency Planning (Code Updates)					\$ -	\$ -	\$ -									
RESILIENCY S/T		\$ 30,000		\$ 20,000	\$ -	\$ -	\$ 20,000									
TECHNOLOGY																
SOFTWARE WEBSITE LICENSING INFRASTRUCTURE																
City Hall Website, Accounting System Upgrade		\$ -		\$ -	\$ -	\$ -	\$ -									
TECHNOLOGY S/T		\$ -		\$ -	\$ -	\$ -	\$ -									
STUDIES / MASTERPLANS / ANALYSES / RFPs																
COMPREHENSIVE PLAN / MASTER PLANS																
PLN	Municipal Masterplan	\$ -		\$ -	\$ -	\$ -	\$ -									
PLN	Civic Campus Masterplan				\$ -	\$ -	\$ -									
PLN	Parks Masterplan				\$ -	\$ -	\$ -									
PLN	Wetlands Inventory				\$ -	\$ -	\$ -									
PLN	Public Opinion Survey				\$ -	\$ -	\$ -									
RFP / BIDs																
		\$ -		\$ -	\$ -	\$ -	\$ 4,500									
					\$ -	\$ -	\$ -									
STUDIES PLANS ANALYSES RFPs S/T		\$ -		\$ -	\$ -	\$ -	\$ 4,500									
TOTAL ENTERPRISE FUNDS		\$ 2,900,500		\$ 1,380,497	\$ 2,920,192	\$ 344,879	\$ 976,733									
TOTAL GENERAL FUNDS		\$ 4,351,007		\$ 1,199,000	\$ 992,762	\$ 13,535	\$ 749,500									
TOTAL		\$ 7,251,507		\$ 2,579,497	\$ 3,912,954	\$ 358,415	\$ 1,726,233									