



CITY OF YACHATS
CITY COUNCIL MEETING

June 24, 2020

Approved Minutes

Meeting Call to Order

Mayor W. John Moore called the June 24, 2020 regular meeting of the City Council to order at 9:10 am in through the Zoom meeting platform. Council members present: W. John Moore, Max Glenn, Mary Ellen O'Shaughnessey, Jim Tooke and Leslie Vaaler. Absent: none. Staff present: City Manager Shannon Beaucaire and Deputy Clerk Kimmie Jackson. Audience: 15.

I. Announcements, Correspondence, and Proclamations

Mayor Moore announced that Councilor O'Shaughnessey had previously informed him she would not be at the joint Lincoln County meeting on June 19, 2020.

II. Public Comment

Mayor Moore indicated people could speak on the budget at this time or just prior to the budget hearing.

III. Consent Agenda

A. Minutes

1. May 14, 2020

2. May 20, 2020

Councilor Vaaler indicated she would send minor corrections to Helen Anderson.

Vaaler moved to approve the consent agenda as amended: Aye – 5; No – 0.

IV. New Business

A. Dahl Rate Review Report

Chuck Lerwick from Dahl Disposal stated they were proposing a 3.57% rate increase that covers two years as there was not an increase last year. Vaaler thanked Lerwick

1 and Dhal for offering the option to delay the increase. Joe Cook indicated there was no
2 risk to the community for delaying the increase.

3 Vaaler moved to approve Resolution 2020-115 with Option B for the Dahl Disposal
4 Service proposed rate increase of 3.57%: Aye – 5; No – 0.

5 **B. Wastewater Surveillance Project**

6 Mayor Moore introduced Dr. Ken Williamson. Councilor Glenn believed the proposal
7 was generous and asked if he had any personal investment interests in the companies
8 that would be doing the work. Dr. Williamson indicated he did not have any personal
9 investments and explained where he works and their relationship with Oregon State
10 University and other water agencies.

11 Glenn asked if sample collections by the City has been conducted to his satisfaction.
12 Dr. Williamson reported he changed the schedule to sample on Saturdays and
13 Wednesdays as they had not previously gotten a baseline measure.

14 Manager Beaucaire asked Dr. Williamson what he meant by “controlled study.” Dr.
15 Williamson reported the control comes from testing over a period of weeks, making the
16 difference between the Wednesday and Saturday samples a better indicator of the
17 impact of non-resident and visitor impacts.

18 Councilor O’Shaughnessey indicates she supported this research.

19 Vaaler moved to participate in Dr. Williamson’s study and to continue to collect
20 wastewater samples and allow the samples to be analyzed: Aye – 5; No – 0.

21 Dr. Williamson explained the study will help to determine:

- 22 1. Whether the virus prevalence can be measured from wastewater,
- 23 2. Whether things are changing, and
- 24 3. How Yachats compares to other communities.

25 He reported TRACE surveilled both Corvallis and Newport (last weekend). He noted
26 the outbreak in Newport would likely cause a spread to nearby coastal areas.

27 Vaaler clarified that Yachats would get some data within a week. Manager Beaucaire
28 stated that the data Yachats would receive would just be raw data. She reported she
29 had asked the County Health Department to help with interpretation of that data.

30 **C. Gimlet Lane**

31 Manager Beaucaire reported that the history of this issue was documented in the
32 meeting packet. She reported the City and homeowners had not yet reached a
33 resolution and fire season had begun, so emergency access through the gates was
34 becoming more urgent.

35 Katherine Guenther stated that it has been a misconception that the areas between the
36 gates on Gimlet are the same as the areas where the City does not have recorded

1 easements. She noted she sent an email with an aerial map indicating the different
2 zones with red and yellow dots. She emphasized there are portions that the City owns
3 that resulted from the survey done in 2008.

4 Lawrence Musial, Blackstone Homeowners Association, stated the information City
5 previously reported does not match with their records.

6 Vaaler asked if Musial or Guenther had any opinion of what the resolution was wanting
7 to accomplish. Guenther had a concern that the signage would indicate that something
8 was private property when it was not. She noted some of the liability would therefore
9 fall on the City and not the homeowner's association. Guenther wanted to ensure that
10 this area would be for emergency use only. Mayor Moore clarified that Guenther was
11 noting that some of the road was private and some was City owned. He asked why
12 Guenther had an objection to the resolution. Guenther wanted to be clear that the road
13 was both public and private.

14 Rick McClung indicated he wanted to support the homeowners and wanted to do what
15 was best for all parties.

16 Mayor Moore stated issue was about the wordage on the sign. Musial indicated his
17 concern was larger as he believed the City was asking the homeowners association to
18 assume all liability. Musial referred back to the disagreement on whether the property
19 was transferred.

20 Guenther clarified that today they were just talking about opening the gates and not the
21 ownership and easements. Musial indicated he was not ready to sign anything.

22 Mayor Moore clarified that the resolution was just allowing the City to open the gates for
23 emergency access. Musial reviewed what he knew of the history of the property under
24 question. Mayor Moore clarified with McClung that the road was too steep according to
25 City standards. McClung stated the City could not open that road and keep their
26 insurance. Guenther stated there was liability, noting an experience of two cars
27 meeting with no ability to back up.

28 Vaaler suggested sometimes the City creates separation of Blackstone homeowners
29 with the rest of Yachats when Blackstone is part of Yachats. She suggested that the
30 City might have liability regardless of who owns the road. She raised a possibility of
31 having the gate only be open seasonally.

32 O'Shaughnessey stated the signage was very important and must indicate use for
33 emergency situations only.

34 Councilor Tooke wanted clarification on whether the road would be one-way downhill.
35 Mayor Moore indicated the one-way or two-way was not included as part of this
36 resolution.

1 McClung indicated it was safer to go downhill than uphill as one could better control a
2 skid.

3 Glenn moved to approve Resolution 2020-121 regarding signage and opening an
4 emergency gate on Gimlet Lane: discussion

5 Vaaler moved to include language to indicate that the road be one-way: discussion

6 Manager Beaucaire raised an issue of being able to turn around if the road were one-
7 way. Guenther clarified that there was area to turn-around by the lower gate.

8 Tooke clarified with Guenther that emergency vehicles are to obey all laws but, in
9 reality, they could go the wrong way.

10 Manager Beaucaire indicated they would put the signage on City land where the
11 privately-owned section begins.

12 Musial clarified that the signs would indicate that “a portion of” of the road was private
13 property. He asked for clarification on where the signs would be located.

14 Manager Beaucaire stated the signs indicating “privately owned” would go at end of the
15 City right of way and the signs indicating exercising extreme cause would be on the City
16 owned portions.

17 Vaaler amended her motion to state signage would indicate that traffic flow downhill and
18 to bring back to Council any unforeseen costs in establishing the signage and
19 turnaround areas.

20 Mayor Moore suggested that they approve the resolution as presented and request that
21 the City Manager examine the feasibility of making the road one-way.

22 Councilors agreed to include Vaaler’s amendment to examine the option of making
23 traffic flow one-way

24 Call for vote on motion to approve Resolution 2020-121 regarding signage and opening
25 an emergency gate on Gimlet Lane and to have the City Manager examine making
26 traffic flow one-way downhill: Aye – 5; No – 0.

27 Guenther added that there are gates that allow emergency vehicles to pass without
28 allowing others to pass. Manager Beaucaire recalled that the engineer had previously
29 indicated that idea would present problems as citizens might break through resulting in
30 high maintenance costs.

31 **D. OAWU Utility Rate Study**

32 Mayor Moore introduced Tim Tice from the Oregon Association of Water Utilities
33 (OAWU).

34 Tice recalled they were going to make an adjustment to base rates on water to go into
35 effect on October 1, 2020.

1 Vaaler clarified that Tice was not suggesting his rate increase would replace the index
2 rate increase scheduled for July 1, 2020. Tice stated that they were wanting to review
3 the impact of Covid on water sales to ascertain whether changes are needed and noted
4 that their first suggested increase would be on October 1, 2020. Vaaler summarized
5 that the October changes would include the meter-multiplier base rate adjustments and
6 the usage increase from \$5.37 to \$6.00 per unit. Vaaler clarified that this October 1
7 change would include two changes: a base rate adjustment and the usage increase
8 based on tiers.

9 Vaaler asked Tice to explain the justification for the base rates. He noted the capital
10 improvement increase was for \$100,000. He summarized the tiered increase if they set
11 the capital improvements at \$200,000 would be \$8.50.

12 Tice explained the base rates were taken from the Water Usage Association. He noted
13 there can be issues with having different base rates for customers with the same sized
14 meter. Tice explained there were two angles to examine water use with larger meters.
15 The first is capacity flow, which needs to factor in fire flow and peak demand. The
16 second is a cost replacement ration that accounts for the infrastructure is needed to
17 support the meter, which are generally smaller that capacity ratios.

18 McClung asked Tice to explain that base rates include a certain amount of “free” water.
19 Tice noted the meters start at 5/8-3/4 inch which allow two units of water included with
20 this base rate. If a larger meter had an 11:1 ratio, then that base amount included
21 would be 22 units (2 x 11).

22 Councilor Tooke clarified that the proposed increase is for October 1, 2020 which could
23 be modified by Council.

24 O’Shaughnessey appreciated the allowance for looking at the economic conditions to
25 determine the timing of implementation.

26 Drew Roslund (Overleaf Lodge) stated he received some answers from Tice but still
27 had concern about the impact of the proposed changes. He noted that according to
28 Table 1, the Overleaf’s water rate would increase 29-40% and the Fireside’s would
29 increase 15%. He noted he has a 3” meter so he would have a base rate of \$530.64
30 which included 22 units. However, he would pay \$285.44 more each month for the
31 amount over the 22 base units compared to having a 2” meter. He stated he would pay
32 \$3,420 more per year for using the same total amount of water just because he has 3”
33 versus a 2” meter. He noted the Fireside and the Adobe have 2” meters, so there was
34 incentive to go with smaller meters. He speculated he could replace his meter to a 2”
35 meter for the extra cost charged due to his meter size.

36 McClung responded that the future would be about water conservation. He noted the
37 City has a hard time supplying water during the busy seasons. McClung stated that

1 typically water rates are cheaper with increased usage, but in Yachats water costs go
2 up as they near capacity.

3 Vaaler asked whether Roslund should replace the 3" meter with a 2" meter. McClung
4 stated an advantage of the 3" meter would be fire protection. Tice suggested that
5 Roslund check his engineering drawings to see why a 3" meter was installed. Roslund
6 noted that he has a 6" inch bypass for extra needed water for fire protection.

7 Vaaler asked whether the meters would need to be changed out or could the city just
8 offer Roslund a rate comparable to a 2" meter. Tice indicated they could look at a
9 user's annual usage and if that usage was constantly below the base level, the City
10 could make an adjustment. Tice was not certain about restrictions on flows during peak
11 usage times. Vaaler believed there was only one 3" and one 4" meter in the City
12 system.

13 Vaaler clarified that it would not cost the City to upgrade its system if Roslund were to
14 decrease his meter size. Tice noted the increase would come if the City were to have to
15 increase the sizes of valves and system delivery components. McClung added that
16 there was a large responsibility with having a larger meter, especially when it comes to
17 leaks.

18 Roslund indicated he could live with an increase of \$500-\$700 per year but \$3,400 was
19 too much. McClung indicated there might be a refund in SDC fees should Roslund
20 downsize. McClung was not certain of the cost of a new meter.

21 Helen Anderson (77 E 8th Street) questioned the appropriateness of setting a water rate
22 system on meter size when the City is not involved in establishing the meter size, noting
23 there were users with the smallest sized meters who use significant amounts of water.

24 Glenn moved to reset the base rates to go into effect tentatively based on an October 1,
25 2020 implementation date: Aye – 4; No – 1 (Vaaler). Vaaler indicated she wanted to
26 explore further options for people like Roslund before she could vote to approve this
27 increase.

28 **E. Lincoln County Joint Meeting with City Council**

29 Mayor Moore explained the City was scheduled to have a joint meeting with the County
30 Board of Commissioners in March 2020 that was cancelled due to COVID-19. Mayor
31 Moore asked what items Councilors want to keep for their agenda.

32 Councilor agreed to keep all of the 8 topics listed on the memo included in the meeting
33 packet.

34 Mayor Moore indicated the Commission wished to schedule the meeting for 6:00 pm.
35 Mayor Moore recommended not skipping another regular meeting and to have this joint
36 meeting be a special additional meeting.

1 Tooke asked to have the meetings on the same day as the regular meeting. Glenn
2 favored the same day. Vaaler indicated she preferred a different day. O'Shaughnessey
3 was flexible. Manager Beaucaire stated it was common for Councils to take the month
4 of July off and she could arrange to have the Council meeting on the 15th have a light
5 agenda.

6 Mayor Moore indicated he would schedule the meeting for 6:00 pm on Wednesday, July
7 15, 2020 at 6:00 pm.

8 **F. Recommendation for Visitor Center Contract**

9 Manager Beaucaire summarized her memo about how the recommendation for the
10 contract award was decided. Glenn indicated that, as a previous volunteer, he had
11 mixed emotions about the change of leadership in operations. He noted the decline in
12 volunteers after he took a brief leave and the process of recruiting and training
13 volunteers stopped a few years ago. He believed it was time for a change and wanted
14 to see a smooth transition. Glenn recommended that the City provide a stipend to Bev
15 Wilson to help with the transition after July 1, 2020. Tooke wanted to accept the
16 recommendation of the selection committee. O'Shaughnessey appreciated the work of
17 Wilson and wanted to honor the committee. Vaaler thanked the Chamber of Commerce
18 for building the Visitor Center to what is was today. She believed the review of
19 proposals was thoughtful and saw no reason to second-guess their recommendation.
20 Vaaler was supportive of the decision but wanted to further discuss the Visitor
21 Amenities budget allocations.

22 James Kerti, new Visitor Center contractor, thanked the City for the opportunity and
23 echoed Glenn's statement of the importance of transition.

24 Glenn moved to approve Resolution 2020-119 awarding the Visitor Center operation
25 and marketing contract to White Rose Studio/James Kerti: Aye – 5; No – 0.

26 **G. Utility Rate Study and Rate Increase Discussion**

27 Mayor Moore explained there was an annual rate increase built into the utility billing
28 system per Resolution 2015-12-01. Vaaler clarified that the increase is based on the
29 construction cost index which was 1.7% for this year.

30 Glenn moved to approve Resolution 2020-122 implementing a 1.7% utility rate increase
31 beginning July 1, 2020: Aye – 5; No – 0.

32 **H. Project Street Naming**

33 Mayor Moore explained that the street between the ballfield and the skate park does not
34 have an official name. He noted he recommended that it could be fun to have a contest
35 to name this section of road.

36 Vaaler noted that while the Council did approve the contract going out of bid, she
37 wondered whether it was too soon to take this action until they have a better conception
38

1 of what the area will look like. She also suggested that they consider getting
2 suggestions from the youth.

3 McClung indicated he was moving forward with the road right-of-way even if the project
4 changes. He stated there was not a reason not to name it.

5 O'Shaughnessey wanted to involve the children. Tooke did not have a preference.
6 Glenn wanted to put out the idea to the public in general and noted the youth program
7 was currently not meeting. He suggested ways to promote the contest. Vaaler
8 suggested restricting the nominations to people under 18. Mayor Moore suggested they
9 open it up to children of all ages.

10 O'Shaughnessey wanted the children involved as it put a focus on the next generation
11 of Yachats residents and would give them something to be proud of.

12 Manager Beaucaire suggested combining the two idea so that one group comes up with
13 ideas and the other group votes on it.

14 Mayor Moore stated the Newsletter would be the critical way to get the word out and
15 referred to a recent survey that 51% never use the website and 83% always read the
16 newsletter.

17 **Vaaler moved to have a street naming contest open to those 18 years of age or under:**
18 **Aye – 4; No – 0.**

19 Carl Miller asked why the City was spoiling the contest for others by limiting the
20 suggestions to those under 18?

21 Glenn asked to reconsider the motion as the limit to under 18 does not make it a “fun”
22 activity for the City as a whole.

23 Tooke agreed to children of all age. O'Shaughnessey wanted to keep the contest to
24 those 18 or under. Vaaler saw this contest as an opportunity to reach out to the families
25 and youth of the community. Vaaler suggested there were two stages: getting
26 suggestions and then making a decision.

27 Betty Johnstone had concern about getting the word out to the youth group and wanted
28 the contest to be open to children of all ages.

29 **Glenn moved to reconsider the motion by Vaaler: Aye – 3; No - 2 (Moore and Glenn).**

30 Mayor Moore indicated they could discuss the method for getting names and making a
31 decision at a later time.

32 **I. Survey Results on Paperless Billing and Newsletter**

33 Manager Beaucaire explained that she included this item so that people could have the
34 information now. She suggested they discuss the issue when they have information on
35 the cost of producing the newsletter.

1 **J. Staff Vacation Time**

2 Manager Beaucaire explained that some employees have had to cancel their vacations
3 due to COVID-19. She noted employees were only allowed to roll over 200 hours. She
4 noted the Union indicated they favored this suggestion to allow additional rollovers and
5 other Cities had made this decision. O'Shaughnessey clarified that the attorney drafted
6 the resolution.

7 Vaaler appreciated the work of the employees. She indicated she would be voting no
8 because it was unlimited rather than just adding a small number of days.

9 O'Shaughnessey noted the limit was to encourage employees to use their vacation.
10 Manager Beaucaire agreed it was to encourage usage and it was only valid through
11 June 30, 2021. Glenn noted some employees were considered "essential" during
12 COVID-19 which impacted their ability to use vacation.

13 Glenn moved to approve resolution Resolution 2020-120 authorizing the City Manager
14 to allow for vacation time carry forward: Aye – 4; No - 1 (Vaaler).

15 **K. FY21 Insurance Coverage Discussion**

16 Manager Beaucaire explained the packet contained information on recommendations
17 from Brown and Brown insurance. She added that there was a 12% general increase
18 reflected in the budget, prompted especially because of the cyber liability concerns.

19 1. Cyber Liability Insurance

20 Vaaler moved to increase the City's cyber liability insurance coverage from \$250,000 to
21 \$1 million at a cost increase of \$400: Aye – 5; No – 0.

22 2. Crime Insurance

23 Vaaler clarified that this insurance would increase the liability coverage from \$250,000
24 to \$750,000 at a cost of \$732. She suggested the likelihood of this was very slim and
25 the likelihood of the cost being over \$250,000 was low. Mayor Moore reviewed
26 situations that could impact a small city. Manager Beaucaire and Rick McClung
27 discussed scenarios where people were trying to scam the city.

28 Tooke moved to increase the City's crime insurance coverage from \$250,000 to
29 \$750,000 at a cost increase of \$732: Aye – 5; No – 0.

30 3. General Liability Insurance

31 Mayor Moore believed that this increase was prudent as \$1 million does not cover much
32 today.

33 Glenn moved to increase the City's general liability insurance from \$5 million to \$10
34 million at a cost increase of \$646: Aye – 5; No – 0.

1 Mayor Moore called a recess of the meeting at 11:45 am with expectation to resume at
2 2:00 pm.

3 Mayor Moore called the meeting back to order at 2:00 pm.

4 **V. Public Hearings**

5 **A. Urban Renewal District FY21 Budget**

6 Mayor Moore opened the Public hearing on the FY21 Urban Renewal District Budget at
7 2:00 pm.

8 There were no public comments.

9 Vaaler moved to adopt Resolution 2020-114 approving the Urban Renewal District
10 Budget as presented: Aye – 5; No – 0.

11 **B. City of Yachats FY21 Budget and Shared Revenue Use**

12 Mayor Moore opened the Public hearing on the FY21 City of Yachats Budget at 2:01
13 pm.

14 Mayor Moore opened the floor to public comment.

15 1. Drew Roslund noted the Visitor Amenities Operating fund on page 54 of the budget
16 document and asked what the allocated labor line included. Mayor Moore stated this
17 line included Public Works time to paint curbs and spruce up the town for the 4th of
18 July. Manager Beaucaire stated she originally wanted to have an in-house marketing
19 person. She noted the stipend for Bev Wilson could come out of this fund.

20 2. Roslund explained his interpretation of legal use of the restrict portion of Visitor
21 Amenities funds. He argued that the Library does not meet the statutory requirements
22 for use of this fund. He opposed the transfer of \$12,000 to the Library.

23 Mayor Moore stated many visitors use the Library and do not have to live in the City to
24 get a library card. Manager Beaucaire indicated she planned to have conversations
25 with the groups receiving money from this fund and instruct them to document what the
26 money was used for.

27 There was no other public comment.

28 Vaaler recalled from the Budget Committee meeting that there was opposition to the
29 \$50,000 allocated for a marketing position. She stated, in light of the continuation of
30 COVID-19 and the addition of the new Visitor Center contract with an experienced
31 marketing person, that this item should be removed. She noted there was also an
32 increase in the marketing line to \$30,000.

33 Manager Beaucaire stated she spoke to James Kerti who indicated he welcomed
34 additional marketing support. She explained that businesses were wanting additional
35 support in the form of marketing to bring back visitors when the city reopens more. She

1 noted the money does not have to be spent. Mayor Moore stated that Dr. Fauci
2 reported that morning that they hoped to have a vaccine by the end of the calendar
3 year, so the first quarter of the year might be a suitable time to do marketing to return to
4 the City.

5 O'Shaughnessey thought they City should first get Kerti settled in the position and
6 wanted to ensure that safe practices are implemented before doing marketing to get
7 visitors to return. She noted the pandemic was not the same as the economic downturn
8 in 2008.

9 Glenn wanted to keep the line in the budget so that it was available if needed. He noted
10 this fund could be used for a stipend for Bev Wilson. Glenn asked about the legal
11 ramifications and the procedure for altering the budget after the Budget Committee has
12 submitted an approved budget. Manager Beaucaire noted that, traditionally, the
13 changes after approval by the Budget Committee have been very minor.

14 Glenn noted that Manager Beaucaire recalculated all year-to-date estimated actuals.
15 Manager Beaucaire note pages 16-28 reflect the updates to the estimate actuals and
16 how that result in changes to the budget itself.

17 Roslund reported the Overleaf spends nearly \$200,000 in marketing and thought this
18 \$50,000 could be used to market what Yachats is doing to keep people healthy.

19 O'Shaughnessey noted that visitors are thanking the Farmer's Market for requiring
20 masks.

21 Mayor Moore stated his preference was to leave that marketing line in place.

22 Vaaler noted the \$50,000 was listed under allocated labor and she wondered if it should
23 be place under marketing. Manager Beaucaire stated that would not be necessary.
24 She indicated Kerti was very supportive of having this option.

25 Vaaler noted that on page 24 there was information about personnel costs that was not
26 available at the Budget Committee meeting. She noted that in the time of COVID they
27 should be conservative in budgeting. She did not believe that now was a time to be
28 expanding positions. Vaaler highlighted:

- 29 1. The amount allocated for Heather Hoen's current position was still in the budget
30 even though she has accepted the full-time Community Services position.
31 Manager Beaucaire clarified her previous statement was a yes and a no, and
32 suggested this money could be used for cleaning services to protect staff and
33 citizens.
- 34 2. The budget for \$85,000 for COG financial services was not for a five day per
35 week position. She believed Council should discuss this and give further
36 guidance to the City Manager.

1 3. There is \$145,656 for planning and code enforcement when code enforcement
2 was two days per week and the planner was only for two days. She believed the
3 Council needed to give better guidance to the City Manager about what was
4 reasonable for these services. Manager Beaucaire explained the financial
5 services organization has been spending more time on City work than what they
6 are charging. She noted that there is some secretarial support in the code
7 enforcement line.

8 O'Shaughnessey agreed that there should be a broader conversation about the
9 allocations for contract labor. She wanted to explore if there were ways to employ local
10 people. Manager Beaucaire stated that COG is working to hire local people, such as in
11 Newport and Waldport. O'Shaughnessey indicated she wanted full-time local positions,
12 not just contracting positions. Manager Beaucaire agreed there was a balance to be
13 maintained.

14 Vaaler asked whether Mark Clements' programming services would be needed in the
15 coming year. Manager Beaucaire stated there might be some small charges associated
16 with backing up information.

17 Vaaler asked if there was a 30-day notice for the COG IT contract. Manager Beaucaire
18 stated the current IT contract expired on June 30 and the City was looking at other
19 providers.

20 Tooke clarified that Planner Mattison was leaving on June 30 and would be replaced.
21 Tooke asked about the amount of the COG Planner contract. Manager Beaucaire
22 stated the contract amount will be about the same but the City will get 16 hours per
23 week. Vaaler asked if the planning line for COG would be eliminated if the Mattison line
24 would be for the Coastal Planner. Manager Beaucaire stated planning would be one
25 line similar to Mattison. Vaaler suggested removing the proposed COG line for around
26 \$35,000 for planning and, noting the two planning lines nearly total \$100,000. Manager
27 Beaucaire cautioned against removing this line because of potential needs for
28 sanitation.

29 Vaaler asked about the line that was previously Hoen's Facilities Manager position.
30 Manager Beaucaire stated that amount would be for sanitization just for the Commons.
31 Mayor Moore added that the date for getting a Coastal Planner was uncertain and
32 Justin Peterson could still be needed. Vaaler did not see why it was necessary to keep
33 both lines.

34 Vaaler asked about the adjustments that Glenn referred to that were based on the
35 updated estimated actuals. Manager Beaucaire summarized:

- 36 •Contract expense of \$190,000 was now \$175,000 – no adjustment needed,
- 37 •Make contributions from City Hall and Visitor Amenities to remove the negative
- 38 balance for the Library,

- Make contributions from the Commons, which has a positive balance, to the Little Log Church and Library to cover the negative balance.

Vaaler stated she opposed the use of additional Visitor Amenities money for the Library. Mayor Moore stated there was disagreement with Roslund's interpretation of the use of Visitor Amenities funds. Vaaler suggested that they simply take the money from a fund other than Visitor Amenities. Manager Beaucaire indicated the Commons was \$20,000 higher than needed and that surplus could be used for Library (~\$6,500). Glenn indicated he was ready to vote. Tooke was open to Vaaler's suggestion. Councilors agreed to take the money from the general fund rather than from Visitor Amenities to cover the negative balance for the Library.

Manager Beaucaire noted on page 37 for the General Obligation Water Bond that there was a \$3,000 deficit and she suggested transferring \$3,000-\$5,000 from the water fund.

Glenn moved to make the adjustments to the Library, Little Log Church, and General Obligation Bond as discussed above: Aye – 5; No – 0.

Vaaler moved to adopt Resolution 2020-117 authorizing the City to receive State funds Aye – 5; No – 0.

Glenn moved to adopt Resolution 2020-118 adopting the FY21 City of Yachats budget as amended: Discussion

Vaaler noted under General Fund, the \$818,177 in first column does not match the budget document on page 42, the budgeted amount reflect \$5,000 less (\$813,177). Manager Beaucaire read the formula for that number. Vaaler identified that there was \$5,000 coming from Visitor Amenities that was for Cape Perpetua.

Vaaler noted for Debt Services that the sum of the three loans was \$100,000 less than the 644,039 listed on page 36. Manager Beaucaire explained this discrepancy reflected a decision by the budget committee to transfer an additional \$100,000 payment to the high-interest portion of the DEQ wastewater plant loan.

Vaaler asked where she would find the capital outlay in the water construction fund. Manager Beaucaire indicated that this information was part of the General Construction Fund.

Vaaler asked if the \$1,361,300 for capital outlays under capital reserves reflect the sum of all capital projects. Manager Beaucaire noted the following amounts:

General Reserve capital outlays: \$646,300

Wastewater Reserve capital outlays: \$365,000

Water Reserve capital outlays: \$350,000

Total capital outlays: \$1,361,300

General Reserve personnel: \$80,250
Wastewater Reserve personnel: \$74,750
Water Reserve personnel: \$52,500

Total personnel: \$187,500

Call for vote on Resolution 2020-118: Aye – 4; No – 1 (Vaaler).

Glenn moved to adopt Resolution 2020-116 adopting the capital improvements: Aye – 4; No – 1 (Vaaler).

Mayor Moore closed the budget hearing at 2:59 pm.

C. Supplemental Budget FY20 - Urban Renewal District and City of Yachats FY20

Mayor Moore opened the public hearing on the supplemental budgets for the FY20 Urban Renewal District Budget and the FY20 City of Yachats Budget at 2:59 pm.

Manager Beaucaire explained the Urban Renewal supplemental budget was to cover the additional audit expenses and the change in the advertising/legal expenses.

Glenn moved to adopt Resolution 2020-126 adopting the supplemental budget for the FY20 Urban Renewal District: Aye – 5; No – 0.

Manager Beaucaire indicated the City of Yachats supplemental budget was needed to include the money for the community loan program.

Glenn moved to adopt Resolution 2020-125 adopting the City of Yachats supplemental budget for FY20: Aye – 5; No – 0.

Mayor Moore closed public hearing at 3:02 pm.

VI. Reports

A. Financial Report

Manager Beaucaire reported she discovered some errors in the report. Manager Beaucaire stated she has talked with senior management with COG who will be working to make the corrections. She has asked senior management to attend the July 2, 2020 meeting to discuss the status of reports.

B. Council Reports

Councilors postponed reports to the July meeting.

C. City Manager Report

Manager Beaucaire reported she:

- Received an archeological report which indicated there were no archeological findings. She added that the county will be taking several months to get back to work on Oceanview Drive.
- Would be conducting a second interview for the Coastal Planning position on June 25, 2020.
- Has received six desks free of charge that can replace broken equipment when City Hall moves to the 501 Building.

VII. Other Business

A. From Mayor – none

B. From Council – none

C. From Staff – none

Mayor Moore adjourned the meeting at 3:06 pm.

ATTEST:

W. JOHN MOORE, Mayor

Shannon Beaucaire, City Manager

Date: _____