

1. 2:00 P.M. Agenda

Documents:

[2020-12-16 Council Agenda.pdf](#)

2. Meeting Materials

[2020-12-City-Manager-Report](#)

[FY2020-City-Of-Yachats-Audit](#)

[FY2020-Urban-Renewal-Audit](#)

[2020-11-Financial-Report-Council](#)

Documents:

[2020-12-16 Utility Assistance Info.pdf](#)

[2020-12-16 Line Utility Appeal.pdf](#)

[ORD 366 Memo.pdf](#)

[2020-153 RES Transferring Funds.pdf](#)

[2020-154 RES Audit Findings.pdf](#)



CITY OF YACHATS
REGULAR CITY COUNCIL MEETING
Yachats OR
Wednesday, December 16, 2020 at 2:00 pm
To Be Held Via Zoom
Join Zoom Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/88089270865?pwd=NXR2enpZeE95L0VieTVVSFZaNE1PdZ09>

Meeting ID: 880 8927 0865

Passcode: 770639

One tap mobile

+16699006833,,88089270865#,,,,,0#,,770639# US (San Jose)

+12532158782,,88089270865#,,,,,0#,,770639# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

Meeting ID: 880 8927 0865

Passcode: 770639

Find your local number: <https://us02web.zoom.us/j/kyOBc63vr>

REGULAR COUNCIL MEETING

- I. Announcements, Correspondence, and Proclamations
- II. Public Comment:
Topics not listed on the agenda 5 Minute limitation per person
- III. Consent Agenda
- IV. New Business
 - a. Audit presentation
 - b. Mid-year budget transfer resolution
 - c. Customer Water Bill Relief request

The Yachats City Council meetings are open to the public and interested citizens are invited to attend. These are open meetings under Oregon law, but a work session is not a community forum; audience participation is at the discretion of the Council. Meetings are audio-recorded. Public meeting minutes are available for review at City Hall. The meeting place is 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.

In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a 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.

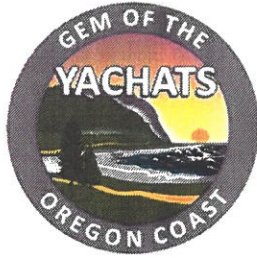
Posted 12/9/2020



- d. Resignation of Council member
- e. Recognition of Outgoing Council
- f. Proposal for Water Billing Assistance Program
- V. Old Business
 - a. Oceanview Drive: Council report & discussion/vote on directionality
 - b. Public Hearing: Updates to Yachats Municipal Code 7.20 Sidewalk Maintenance
- VI. Reports
 - a. Financial
 - b. Council
 - c. City Manager
- VII. Other Business
 - a. Mayor
 - b. Council
 - c. Staff

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DATE: December 16, 2020

TO: W. John Moore, Mayor and
Yachats City Council

FROM: Kimmie Jackson, Deputy Recorder

SUBJECT: Utility Assistance Information

We have had inquiries from residents asking if the City has a program where we receive donated money to assist customers that have been affected by COVID or any other hardship to assist with Water/Sewer Utilities. We do not have any programs currently. When a customer needs assistance, we send them to the Presbyterian Church and South Lincoln Resources for assistance.

The list of agencies below, may offer utility assistance in addition to customer in Lincoln County:

Housing & Utility Assistance

Summary of the Oregon eviction moratorium below in supporting documents section.

211info Connection to Assistance Programs

211info connects people with health and social service organizations to include enhanced information & referral and assistance programs that target specific services. Visit this site to find connect to assistance with utilities, housing, health, food, and other programs.

<https://www.211info.org/>

Emergency Housing Help

This page lists various housing assistance programs that are designed for lower income Oregonians, operate through local agencies (CAAs) and community service providers.

<https://www.oregon.gov/ohcs/Pages/housing-assistance-in-oregon.aspx>

Oregon Housing and Community Services

Resources such as foreclosure prevention, homelessness prevention, etc.

<https://www.oregon.gov/ohcs/Pages/agency-programs-directory-list.aspx>

Low Income Home Energy Assistance Program (LIHEAP)

The Low-Income Home Energy Assistance Program (LIHEAP) provides low-income Oregonians assistance with their home energy expenses. The LIHEAP program includes bill payment assistance, energy education, case management, and home weatherization services.

<https://www.oregon.gov/ohcs/pages/low-income-energy-assistance-oregon.aspx>

Oregon Energy Assistance Program (OEAP)

The Oregon Energy Assistance Program (OEAP) is a low-income electric bill payment assistance program for customers of Pacific Power and Portland General Electric. The purpose of this program is to effectively reduce service disconnections to those customers.

<https://www.oregon.gov/ohcs/pages/oregon-energy-assistance-program.aspx>

Oregon Financial Aid and Assistance Programs

Find financial help, government assistance programs, and grants in all cities and counties in Oregon. Resources include help with rent, utilities, child care, and prescription drugs.

https://www.needhelppayingbills.com/html/oregon_assistance_programs.html

Oregon Energy Fund

Oregon Energy Fund provides funds for energy assistance to 30+ partner agencies and nonprofits throughout Oregon.

<https://www.oregonenergyfund.org/energy-assistance/>

Community Services Consortium

We offer a wide range of programs and services in Linn, Benton and Lincoln counties, and select services in Polk county. Our mission is to overcome poverty in our region, and we are helping our community, one person at a time.

<https://communityservices.us/>

To make an appointment: 541-265-8507

Helpline for questions: 1-888-851-0242

Oregon Worker Relief Fund

<https://causaoregon.org/oregon-worker-relief-fund/>

Council Question:

Does the Council have a desire to create a program to accept monies to hold and assist Water/Sewer customers that may need relief; or stay status quo, referring customers to agencies listed. How does Council wish to proceed?



CITY OF YACHATS

PO Box 345 (441 N. Highway 101), Yachats OR 97498

Phone (541) 547-3565

Fax (541) 547-3063

Relay Oregon 800-735-

2900 (TDD)

December 16, 2020

To: Mayor Moore and Yachats City Council

From: Kimmie Jackson, Deputy Recorder

Re: Line – Water/Sewer Leak Appeal 2020-12-16-000419-000

Appeal Number 2020-12-16-000419-000

Any decision or action of the Deputy Recorder and City Manager made or taken pursuant to this policy may be appealed to the council by filing written notice of appeal with the recorder within thirty (30) days following such decision or action.

Such notice of appeal shall set forth in reasonable detail the action or decision appealed from the appellant's grounds for reversal or modification thereof. The council shall set a time for hearing upon such appeal. The action of the council upon such appeal shall be final.

Judy Line is appealing the City of Yachats decision to deny relief per the City of Yachats Administrative Policy No. 19 for relief of a water leak back in October. The water loss was not a leak and therefore was not covered.

Attached are three months of the bills Ms. Line provided, including the bill which has the high usage. Ms. Line is asking for \$62.83 refunded if approved; Sewer charges are \$50.21 (5/1/ to 5/31), \$55.55 (6/1 to 6/30), \$66.83 (7/1/31). The average of these months is \$57.56. The sewer charge for the month of 8/1 to 8/31 is \$120.39 which is \$62.83 higher than the average of the previous three months, and therefore asking for a refund of \$62.83.

Please advise

Dear City Council Members,

During the water bill period of 8/1 to 8/31/20, I inadvertently left my outside hose on overnight. It was my fault and I paid for the excess water that I used. However, since the water went into the ground and not through the city's waste water system, I should not have to pay the extra sewer charge on that water.

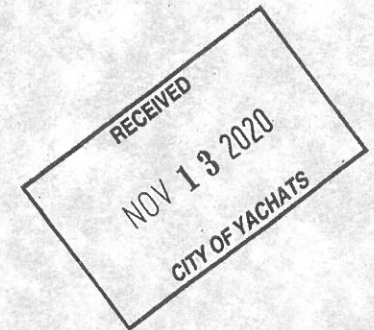
I am asking for an abatement on the sewage charge that exceeds the average sewer charge of the previous three months.

I have enclosed copies of the previous three months water bills and well as a copy of my August bill. The sewer charges are \$50.21 (5/1 to 5/31/20), \$55.55 (6/1 to 6/30), \$66.83 (7/1 to 7/31/20). The average of these months is \$57.56. The sewer charge for the month of 8/1 to 8/31/20 is \$120.39 which is \$62.83 higher than the average of the previous three months.

Please send me a check for \$62.83.

Thank you.

Judy Line





City of Yachats
PO Box 345
Yachats, OR 97498
Office: (541) 547-3565
www.yachatsoregon.org
cityhall@yachatsmail.org

BOB & JUDY LINE
PO Box 75
Yachats, OR 97498-0075

SPECIAL MESSAGE

Reminder: Bills become late after the 15th of each month at 1.5% interest after 30 days and with each subsequent statement. Please make sure if you are away for more than 3 days, to turn your handvalve off to prevent possible leaks. Make sure your Meter Box is free and clear of debris and the Box is unobstructed so that the meter can be read. For payment and paperless option, go to <https://yachatsor.merchanttransact.com/>

USAGE HISTORY

NO USAGE HISTORY

Account Statement

ACCOUNT INFORMATION

ACCOUNT: 000419-000
SERVICE ADDRESS: 1129 Driftwood Lane
SERVICE PERIOD: 5/1/2020 to 5/31/2020
BILLING DATE: 5/31/2020

DUE DATE: 6/15/2020

METER READING

Serial No	Previous Reading		Current Reading		Cons
	Date	Reading	Date	Reading	
34057604	4/23/2020	1247	5/21/2020	1250	300

CURRENT CHARGES

Capital Reserve Water	2.82
Water Residential	50.75
Capital Reserve Sewer	2.82
Sewer Residential	50.21

TOTAL CURRENT CHARGES 106.60

BILL SUMMARY

Previous Balance	140.32
Payments Received	-140.32
Additional Billing	0.00
Current Charges	106.60

TOTAL AMOUNT DUE 106.60

B.P. 106.60
6-9-2020
#132

Payment

AMOUNT DUE



City of Yachats
PO Box 345
Yachats, OR 97498
Office: (541) 547-3565
www.yachatsoregon.org
cityhall@yachatsmail.org

BOB & JUDY LINE
PO Box 75
Yachats, OR 97498-0075

SPECIAL MESSAGE

Reminder: Bills become late after the 15th of each month at 1.5% interest after 30 days and with each subsequent statement. Please make sure if you are away for more than 3 days, to turn your handvalve off to prevent possible leaks. Make sure your Meter Box is free and clear of debris and the Box is unobstructed so that the meter can be read. For payment and paperless option, go to <https://yachatsor.merchanttransact.com/>

USAGE HISTORY

NO USAGE HISTORY

Account Statement

ACCOUNT INFORMATION

ACCOUNT: 000419-000
SERVICE ADDRESS: 1129 Driftwood Lane
SERVICE PERIOD: 6/1/2020 to 6/1/2020
BILLING DATE: 6/30/2020

DUE DATE: 7/15/2020

METER READING

Serial No	Previous Reading		Current Reading		Cons
	Date	Reading	Date	Reading	
34057604	5/21/2020	1250	6/24/2020	1254	400

CURRENT CHARGES

Capital Reserve Water	3.39
Water Residential	55.51
Capital Reserve Sewer	3.39
Sewer Residential	55.55

TOTAL CURRENT CHARGES 117.84

BILL SUMMARY

Previous Balance	106.60
Payments Received	-106.60
Additional Billing	0.00
Current Charges	117.84

TOTAL AMOUNT DUE 117.84

BP 117.84
7-10 #142



City of Yachats
PO Box 345
Yachats, OR 97498
Office: (541) 547-3565
www.yachatsoregon.org
cityhall@yachatsmail.org

BOB & JUDY LINE
PO Box 75
Yachats, OR 97498-0075

SPECIAL MESSAGE

The application to enter the lottery for vacation rental wait list is available on line as of Aug 1, 2020. Go to yachatsoregon.org and look for Vacation Rentals under the Services Tab.

For payment and paperless option, go to <https://yachatsor.merchanttransact.com/>

USAGE HISTORY

NO USAGE HISTORY

Fred Meyer
Valmeyer
Not gear
DSL
modem
Night Hawk
Modem Router
254

Account Statement

ACCOUNT INFORMATION

ACCOUNT: 000419-000
SERVICE ADDRESS: 1129 Driftwood Lane
SERVICE PERIOD: 7/1/2020 to 7/31/2020
BILLING DATE: 7/31/2020

DUE DATE: 8/15/2020

METER READING

Serial No	Previous Reading		Current Reading		Cons
	Date	Reading	Date	Reading	
34057604	6/24/2020	1254	7/23/2020	1260	600

CURRENT CHARGES

Capital Reserve Water	4.56
Water Residential	65.65
Capital Reserve Sewer	4.56
Sewer Residential	66.83

TOTAL CURRENT CHARGES 141.60

BILL SUMMARY

Previous Balance	117.84
Payments Received	-117.84
Additional Billing	0.00
Current Charges	141.60

TOTAL AMOUNT DUE 141.60

B.P. 141.60

8-7-220
150



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www.yachatsoregon.org
cityhall@yachatsmail.org

BOB & JUDY LINE
PO Box 75
Yachats, OR 97498-0075

*get back to Council
city hall
both
Judy*

SPECIAL MESSAGE

On September 21, 2020 at 11 am. The City of Yachats will host a virtual public meeting to discuss risks to our drinking water supplies. Please visit:
<https://yachatsoregon.org/372/Drinking-Water-Protection-Plan>

For payment and paperless option, go to
<https://yachatsor.merchanttransact.com/>

USAGE HISTORY

NO USAGE HISTORY

*BP 254.32
9-11-2020
#102*

Account Statement

ACCOUNT INFORMATION

ACCOUNT: 000419-000
SERVICE ADDRESS: 1129 Driftwood Lane
SERVICE PERIOD: 8/1/2020 to 8/31/2020
BILLING DATE: 8/31/2020

DUE DATE: 9/15/2020

METER READING

Serial No	Previous Reading		Current Reading		Cons
	Date	Reading	Date	Reading	
34057604	7/23/2020	1260	8/21/2020	1276	1600

CURRENT CHARGES

Capital Reserve Water	10.26
Water Residential	113.41
Capital Reserve Sewer	10.26
Sewer Residential	120.39

TOTAL CURRENT CHARGES 254.32

BILL SUMMARY

Previous Balance	141.60
Payments Received	-141.60
Additional Billing	0.00
Current Charges	254.32
TOTAL AMOUNT DUE	254.32

*talk to -
Kimmie Sept 141.92
10-12
Oct 96.94
145.05*



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BOB & JUDY LINE
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Yachats, OR 97498-0075

SPECIAL MESSAGE

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USAGE HISTORY

NO USAGE HISTORY

Account Statement

ACCOUNT INFORMATION

ACCOUNT: 000419-000
SERVICE ADDRESS: 1129 Driftwood Lane
SERVICE PERIOD: 10/1/2020 to 10/31/2020
BILLING DATE: 10/31/2020
DUE DATE: 11/15/2020

METER READING

	Previous Reading		Current Reading		
Serial No	Date	Reading	Date	Reading	Total Cons
34057604	9/23/2020	1282	10/21/2020	1284	200

CURRENT CHARGES

Capital Reserve Water	2.28
Water Residential	46.77
Capital Reserve Sewer	2.28
Sewer Residential	45.63
TOTAL CURRENT CHARGES	96.96

BILL SUMMARY

Previous Balance	141.92
Payments Received	-141.92
Additional Billing	0.00
Current Charges	96.96
TOTAL AMOUNT DUE	96.96

BP 96.96
11-12-20
#175



DATE: December 16, 2020

TO: W. John Moore, Mayor
Yachats City Council

FROM: Shannon Beaucaire, City Manager

SUBJECT: ORD 366 Amending YMC 7.20

On October 1, 2020, City Council initially heard the request from CIS to update the City's sidewalk ordinance. City Council requested that an article be placed in the City's November newsletter notifying the community of this request and the rationale for that expense. That was completed.

Per Council direction, previous materials do not need to be placed in future council packets. Please refer to October 1, 2020 Council packet for information regarding ORD 366 Amending YMC 7.20.

RESOLUTION NO. 2020-153

**A RESOLUTION OF THE CITY OF YACHATS, OREGON, AUTHORIZING
TRANSFERRING OF MONIES BETWEEN OBJECTS OF EXPENDITURE.**

BE IT RESOLVED that the City Council of the City of Yachats, Oregon, hereby transfers the following monies between objects of expenditure for the FY2020-2021 budget, as follows:

\$20,000.00	From:	100-1045-105160	General Fund (GF) Visitor Amenity Personnel
	To:	100-1045-205260	GF Marketing Coordinator Position
\$60,000.00	From:	100-1010-301500	General Fund Interest Earned for LGIP
-\$14,358.00	To:	100-1010-301500	General Fund Interest Earned for LGIP
-\$18,600.00	To:	150-1010-301500	General Reserve Interest Earned for LGIP
-\$2,898.00	To:	155-1276-301500	Debt Services Interest Earned for LGIP
-\$9,816.00	To:	160-1605-301500	Special Funds Interest Earned for LGIP
-\$2,850.00	To:	660-1700-301500	Water Fund Interest Earned for LGIP
-\$6,888.00	To:	670-1800-301500	Wastewater Fund Interest Earned for LGIP
-\$4,590.00	To:	900-9000-301500	Urban Renewal Interest Earned for LGIP

ADOPTED by the City Council of the City of Yachats, Oregon, this _____ day of _____, 2020

CITY OF YACHATS

By: _____
W. John Moore, Mayor

ATTESTED TO BY:

Shannon Beaucaire, City Manager

RESOLUTION NO. 2020-154
A RESOLUTION ADOPTING A PLAN OF ACTION AND RESPONSE TO THE AUDIT FINDINGS OF
THE AUDITORS REPORT FOR FISCAL 2019-2020 FINANCIAL STATEMENTS.

The City of Yachats Resolves as follows:

WHEREAS, the City of Yachats has received and reviewed the 2019-2020 Financial Statement audit from the City Auditors (the Audit); and

WHEREAS, the Audit notes commented “The City of Yachats has elected not to have an internal control system designed to provide for the preparation of the financial statements and related footnotes being audited.

As is the case with many small to medium sized Oregon entities, the City of Yachats has relied on its independent external auditors to assist in the preparation of the financial statements and notes as a part of the external financial reporting process. The City’s ability to prepare financial is based, in part, on its external auditors, who cannot be considered a part of the City’s internal control structure.

As auditors, we were requested to draft the financial statements and the accompanying notes as well as assist to making the appropriate adjustments to convert the City’s financial data into appropriate reporting.”

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF YACHATS, OREGON AS FOLLOWS:

- 1) The City has evaluated the cost v. benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP and GASB and determined that it is in the best interests of the government to outsource this task to its qualified accountant and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their content and presentation on a continuous timely basis.

This resolution was Adopted by the CITY OF YACHATS CITY COUNCIL this 16th day of December 2020 and takes effect upon signing by the Mayor.

CITY OF YACHATS

By: _____

W. John Moore, Chair

ATTESTED TO BY:

Shannon Beaucaire, City Manager