1. 9:30 A.M. Agenda

   Documents:

   2021-03-04 Council Agenda.pdf

2. Meeting Materials

   Documents:

   2021-165 RES City Council Appointment.docx
   2021-166 RES IA Planning Svcs.docx
   2021-167 RES Committee Appointment.docx
   Mazeika Application - Parks And Commons.pdf
   (1)Sector Guidance.pdf
   (2)2021-03-04 OHA Memo.pdf
   (3)Waterplanningupdatememo.pdf
   Water System Overview.pdf
   (6)2021-03-04 Audit Services.pdf

CITY OF YACHATS
CITY COUNCIL WORK SESSION & COUNCIL MEETING
Yachats OR
Thursday, March 4, 2021 at 9:30 am
To Be Held Via Zoom

AGENDA

Join Zoom Meeting
https://us02web.zoom.us/j/83310136094?pwd=Y0V3N0EvcktBZ0UreG5KeituZVRxUT09

Meeting ID: 833 1013 6094
Passcode: 461144
One tap mobile
+13462487799,,83310136094#,,,,*461144# US (Houston)
+16699006833,,83310136094#,,,,*461144# US (San Jose)

Dial by your location
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC) Meeting ID: 833 1013 6094
Passcode: 461144
Find your local number: https://us02web.zoom.us/u/kbLXi5Bv9

Work Session

I. Follow-up discussion following March 1 joint meeting with county commissioners
II. Discussion concerning ways Council should consider reaching out to public for input

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 02/26/2021

Regular Council Meeting

I. Announcements, Correspondence, Proclamation
II. Public Comment: **Topics not listed on the agenda**
5-minute limitation per person

III. Consent Agenda
a. 2021-165 Council Seat Appointment
b. 2021-166 OCWCG – Planning Services
c. 2021-167 Parks & Commons Appointment

IV. New Business
a. Recommendation to appoint George Mazeika to Parks and Commons Commission
b. Looking ahead to eventual facilities opening
c. Yachats water report by Sam Hillmann, Rare intern

V. Old Business
a. Audit services
b. Interim City Manager
i. 11:00 – 12:15 Interview of Driftwood Consulting – Joan Davies and Tom Lauritzen

VI. Other Business
a. From Mayor
b. From Council
c. From Staff

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CITY OF YACHATS
RESOLUTION NO. 2021-165
A RESOLUTION APPOINTING A MEMBER TO THE YACHATS CITY COUNCIL

WHERAS, there is a vacancy on the Yachats City Council due to the resignation of a Council member.

NOW THEREFORE, the City of Yachats resolves Anthony Muirhead is hereby appointed, as per the Yachats City Charter, to fill the vacant City Council position, with a term ending December 31, 2022.

EFFECTIVE DATE: This Resolution shall take effect immediately upon its adoption.

Passed and adopted by the Yachats City Council this 17th day of February 2021.

_____
Leslie Vaaler, Mayor

Attest by:

_____
Shannon Beaucaire, City Manager

CITY OF YACHATS
RESOLUTION NO. 2021-166
A RESOLUTION AUTHORIZING THE CITY MANAGER TO CONTRACT OREGON CASCADES WEST COUNCIL OF GOVERNMENTS FOR PLANNING SERVICES

WHEREAS, ORS Chapter 190 authorizes local governments to enter into intergovernmental agreements for the performance of their legal functions; and

WHEREAS, this agreement shall be for the purpose of providing general planning services to the City of Yachats on an as needed basis to address the demand for land use, code review, comprehensive plan updates, property development, Lincoln County permitting, GIS and similar planning efforts; and

WHEREAS, the parties agree that they have the authority to execute this Cooperative Intergovernmental Agreement pursuant to ORS 190.010; and

WHEREAS, the City Council discussed the document and authorized the City Manager to sign on behalf of the City:

NOW THEREFORE, the City of Yachats resolves

The City Manager is authorized to sign the Intergovernmental Agreement with Oregon Cascades West Council of Governments (OCWCOG) on behalf of the City of Yachats.

This resolution memorializes action taken at its February 17, 2021 meeting and is effective as of that date.

CITY OF YACHATS

_____
Leslie Vaaler, Mayor

Attest by:

_____
Shannon Beaucaire, City Manager

CITY OF YACHATS
RESOLUTION NO. 2021-167
A RESOLUTION APPOINTING A MEMBER TO THE PARKS & COMMONS COMMISSION

WHEREAS, The Parks & Commons Commission interviewed, discussed and voted to appoint George Mazeika to the Parks & Commons Commission, and

WHEREAS, The City Council discussed the appointment at the March 4, 2021 meeting; and

NOW THEREFORE, the City of Yachats resolves that George Mazeika be appointed to the Parks & Commons Commission, Seat A, said to expire on December 31, 2023.

Passed and adopted March 4, 2021. This Resolution is effective upon adoption.

Attest:

_____ _____

Leslie Vaaler, Mayor Shannon Beaucaire, City Manager

Kimmie Jackson

From:	noreply@civicplus.com
Sent:	Thursday, January 21, 2021 12:58 PM
To:	Kimmie Jackson
Subject:	Online Form Submission #83 for City of Yachats Volunteer Agreement

City of Yachats Volunteer Agreement

City of Yachats
441 Highway 101 N
PO Box 345
Yachats, OR 97498

Phone: 541-547-3565
Fax: 541-547-3063

Thank you for your interest in volunteering for City of Yachats. We look forward to partnerships with volunteers to enable us to effectively serve the citizens of our community. In order to ensure the safety of our volunteers and protect the interests of City of Yachats, we require potential volunteers to complete this questionnaire form and participate in a background check. Thank you for volunteering.

First Name	George
Last Name	Mazeika
Address	
City	Yachats
State	OR
Zip Code	97498
Daytime Phone	
Evening Phone	n/a
Email	

Volunteer Activity

Please describe the type of volunteer work you are interested in performing or	Yachats Parks & Commons Commission

activity/event you wish to volunteer for.	
Please list the date(s) or range of dates for which you would like to volunteer	any time
Statement of Interest or Related Experience for Commissions & Committees	The end of February will be 10 years since I moved to Yachats. My personal situation has changed and I feel I am now able to make the time commitment that would be required to participate in a Committee or Commission. I am interested in the Parks & Commons Commission because its scope of activity covers all of the things that most interest me and that I care about in our Community. Stewarding our Natural Environment and the facilities that the City provides for enjoying it. Our Commons, which pre pandemic functioned as a great Community Center, and hopefully, post pandemic will be able to return to that function. For the last 4.5 years, through my jobs at C&K Market, the Yachats Mercantile, and the Yachats Farmers Market I have had the opportunity to get to know our Community, and the people who visit and vacation here. What drew/draws them here, what they value about Yachats. I believe my experience would be of benefit to the Parks & Commons Commission, and I hope to be bale to serve the Community as a member of that Commission. I have attached a copy of my resume with my previous business and work experience
Upload document, if needed	Resume for George Mazeika.docx

References

*Please list two references that are **not related to you** and that have knowledge of your relevant experience for the type of volunteer activity you are interested in.*

Reference 1

First Name	Robert (Wake)
Last Name	Wheeler
Address	
City	Yachats
State	OR
Zip Code	97498

Phone Number	
Relationship	Friend
Years Known	16

Reference 2

First Name	Blythe
Last Name	Collins
Address	
City	Yachats
State	OR
Zip Code	97498c/o Bread & Roses
Phone Number	
Relationship	Friend & Employer
Years Known	3

Emergency Information
Name and contact information for the person(s) to reach in the event of an emergency.

Name	Alex Mazeika
Phone Number	
Relationship	Brother
Name	*Field not completed.*
Phone Number	*Field not completed.*
Relationship	*Field not completed.*

I understand and agree to the following:

- I will keep all issues pertaining to city business confidential
- I may be subject to background and motor vehicle record checks.
- I will adhere by Oregon Occupational Safety and Health Division (OR-OSHA) safety standards and training I am provided
- I have read and understand the Volunteer Policy

I hereby certify that the facts set forth in this volunteer registration are true to the best of my knowledge. I agree that if the information given in my registration, resume, or any other materials, or during any interview, is found to be false in any way, it shall be considered sufficient cause for denial of volunteer status.

I understand that City of Yachats is not obligated to appoint me to a volunteer position and that nothing contained in the volunteer registration form is intended to create a contract between City of Yachats and me. In addition to the above items, I agree to comply with the policies, rules, regulations, and procedures of City of Yachats, which I understand may change at any time and I understand that my volunteer status can be terminated with or without cause or notice, at any time, at the option of either me or City of Yachats.

Signature	V. George Mazeika
Date	1/21/2021

Required for all Minors: Parent or Guardian's Authorization for Medical Care & Consent to Agreement

I PARENT/GUARDIAN as parent or legal guardian, hereby grant permission for MINOR to do volunteer work for City of Yachats. In the event of an emergency, accident, or illness, I authorize City of Yachats and its employees to administer emergency medical care to my child and/or, if deemed necessary, to secure emergency medical services and incur expenses for which I will be responsible for payment. My signature in the following hereby represents that I have read, understand, and to this agreement.

Parent/Guardian	*Field not completed.*
Minor	*Field not completed.*
Signature	*Field not completed*
Date	*Field not completed.*

Version 2019-04-16

Email not displaying correctly? View it in your browser.

OFFICE OF THE DIRECTOR
Kate Brown, Governor

Oregon Health Authority

500 Summer St NE E20
Salem OR 97301
Voice: 503-947-2340
Fax: 503-947-2341

Effective Date: February 24, 2021

Sector Guidance — Indoor Entertainment Establishments

Authority: Executive Order No. 20-66, ORS 433.441, ORS 433.443, ORS 431A.010

Applicability: This guidance applies to indoor entertainment establishments.

Note: Hookah bars and senior centers are not allowed to operate regardless of the designated risk level of the county in which the establishment is located.

Enforcement: To the extent this guidance requires compliance with certain provisions, it is enforceable as specified in Executive Order No. 20-66, paragraph 10.

Definitions: For purposes of this guidance, the following definition applies:

- "Indoor entertainment establishments" means indoor entertainment locations including but not limited to indoor aquariums, indoor theaters, indoor arenas, indoor concert halls, indoor gardens, indoor museums, indoor event spaces, and any indoor location where indoor entertainment activities occur that are open to the public.
- "Outdoor" means any open-air space including any space which may have a temporary or fixed cover (e.g. awning or roof) and at least fifty percent of the square footage of its sides open for airflow such that open sides are not adjacent to each other.
- "Separate location" means an area within the establishment that is enclosed on all sides from floor to ceiling, except a doorway or similar sized space to allow for entrance and exit. If the doorway has a closable door it must be closed.

Operations

Operators of indoor entertainment establishments are required to:

- Comply with closure times for indoor entertainment establishments for the designated risk level of the county.
- Review and implement Statewide Mask, Face Covering, Face Shield Guidance.
- Require all individuals who work, volunteer, or visit an indoor entertainment establishment comply with the Statewide Mask, Face Covering, Face Shield Guidance.
- Post clear signs about the mask, face shield, or face covering requirements.
- Ensure that any outside spaces created or used for services or operations comply with the definition for "outdoor". **If the space does not meet the definition of outdoor, then the services or operations will be considered indoor and therefore must comply with the requirements and guidance for indoor operations.**

- Comply with the Eating and Drinking Establishments Guidance for the designated risk level of the county, if offering on-site food and beverage consumption.
    - In extreme risk counties all on-site indoor food and beverage consumption areas, including but not limited to food courts and seating areas must be closed.
    - Comply with the Self-Service Operations Guidance, if applicable.
- Ensure all facilities are ready to operate and that all equipment is in good condition, according to any applicable maintenance and operations manuals and standard operating procedures.
- Review and implement General Guidance for Employers and Organizations.
- Post clear signs listing COVID-19 symptoms, asking employees, volunteers and visitors with symptoms to stay home and who to contact if they need assistance.
- Ensure that ventilation systems operate properly. Increase air circulation and ventilation as much as possible by opening windows and doors. In indoor spaces, fans should only be used when windows or doors are open to the outdoors in order to circulate indoor and outdoor air. Do not open windows and doors if doing so poses a safety risk to employees, children or customers.
- If applicable, use metal detectors and wands in lieu of search or pat down.

If operating indoor theaters, indoor entertainment establishments are required to:

- **Extreme risk:**
    - Prohibit the operations and sales of concessions for indoor theaters.
    - Prohibit food and beverage consumption inside indoor, individual theater spaces.
- **High, moderate, lower risk:**
    - Allow operations, sales and consumption of concessions for indoor theaters **only if**:
        - Operators ensure required physical distancing of at least six (6) feet for those purchasing concessions.
        - Individuals are required to wear masks or face coverings at all times, except when actively engaged in eating or drinking. For example, if drinking water or eating popcorn, wear the mask or face covering during pauses in eating and drinking.
        - Operators ensure adequate ventilation of indoor theater with fresh air.
        - OHA recommends three to six air changes per hour of indoor air. This can be achieved with HVAC systems or other ventilation modes.

Operators of indoor entertainment establishments should, but are not required to:

- Use touchless or cashless payment options, and scan tickets without contact with attendees.
- For indoor live performances, consider live-streaming the performance to attendees so as to limit the size of in-person gatherings.

- For indoor live performances that include singing and instruments, consider moving the performance outdoors.
- For indoor live performances that include brass and wind instruments, consider moving the performance outdoors and consider covering the instruments to keep droplets from spreading when using during the instrument.
- For live performances, use amplifiers or other sound enhancing equipment to reduce the need to yell or increase the volume of the performers' voices.
- Encourage ticket reservations or advise people to call in advance to confirm facility capacity. Consider a phone or online reservation system that allows people to wait in cars and enter facility only when a phone call or text indicates space is available.
- Assign a designated greeter or host to manage attendee flow and monitor physical distancing while waiting in line, and during entering and exiting. Do not block access to fire exits.
- Position staff to monitor physical distancing requirements.
- Assign staff to monitor attendee access to common areas such as restrooms so that visitors do not congregate.
- Limit the number of staff who serve or interact with each party.
- Permit activities consistent with emergency response activities, including training for emergency personnel, even in a county where, based on the designated risk level, the activity would not be permitted. If such activities do take place, OHA requirements and guidance still apply.

Additionally, for extreme risk counties, indoor entertainment establishments are required to:

- Comply with capacity limits and party size limits for customers as stated in the Sector Risk Level Guidance Chart, based on the size of the establishment.
- Prohibit indoor on-site consumption of food and drink.

Distance and occupancy

Operators of indoor entertainment establishments are required to:

- Limit maximum capacity based on designated risk level for the county in which the indoor entertainment establishment is located.
- Comply with the party size limits for the designated risk level for the county in which the indoor entertainment established is located as required for social gatherings in the Sector Guidance for Gatherings.
- Ensure that physical distancing of at least six (6) feet between people of different parties is maintained. Make clear that members of the same party (or household in extreme risk counties) can participate in activities together, stand in line together, etc. and do not have to stay six (6) feet apart.
- Set-up seating and/or game configuration to comply with all physical distancing requirements.

- Do not combine parties or allow shared seating for individuals not in the same party. People in the same party seated at the same table do not have to be six (6) feet apart.
- Remove or restrict seating/consoles/lanes etc. to support the requirement of at least six (6) feet of physical distance between people not in the same party.
- Prohibit people in different parties from congregating in any area of the facility, both indoor and outdoor, including in parking lots.
- Prohibit operation and use of all indoor play areas/ball pits/playgrounds.
- Prohibit full contact sports in accordance with the Indoor Recreation and Indoor Fitness Establishments Guidance.
- Use clear signs to require physical distancing.
- **Do not operate**, if unable to maintain at least six (6) feet of distance as required by this guidance, except for brief interactions or if unable to comply with all other requirements in this guidance. The requirement to close applies to both indoor and outdoor operations for entities that have both.

Additionally, for extreme risk counties, indoor entertainment establishments are required to:

- For establishments 500 square feet or larger:
  - Limit capacity to four (4) separate groups, up to six (6) people in each group.
  - Each group participating in indoor entertainment activities must be in a separate location within the establishment.
  - Ensure customers from different groups do not use areas at the same time, including but not limited to restrooms.
  - Multiple households can be in one group of six. Households must maintain six (6) feet of physical distancing from other households.
  - For employees:
    - Limit employee capacity to the minimum number of employees needed to operate the facility at maximum capacity.
    - Designate a separate space in the establishment for employees-only to limit employee interactions with and around customers.
    - Maintain six (6) feet of physical distance between employees at all times.
    - Employees must maintain at least six (6) feet physical distancing between themselves and customers, except for brief interactions such as issuing rental equipment, confirming reservations or purchasing tickets.
- For establishments smaller than 500 square feet:
  - Limit customer capacity to one (1) person.
  - For employees:
    - Limit the employee capacity to one (1).
    - Designate a separate space in the establishment for employees-only to limit employee interactions with and around customers.

- The employees must maintain at least six (6) feet physical distancing from the customer, except for brief interactions such as issuing rental equipment, confirming reservations or purchasing tickets.

Operators of indoor entertainment establishments should, but are not required to:

- Consider placing clear plastic or glass barriers in front of reception and ticketing counters, or in other places where maintaining six (6) feet of physical distance between employees and clients is more difficult. Masks and face coverings are still required in these situations.
- Stagger theater entry and exit times for attendees to minimize congregating at entrances, in aisles, exits and restrooms to follow required physical distancing requirements. This could include staggering movie times by a certain interval and limiting the number of movie tickets sold for each film.
- Encourage one-way flow with marked entrances and exits, but do not block egress for fire exits. Use signs to direct one-way flow of traffic.

Cleaning and disinfection:

Operators of indoor entertainment establishments are required to:

- Train all employees on cleaning operations (see below) and best hygiene practices including washing their hands often with soap and water for at least 20 seconds.
- Assign a sanitation attendant(s) to frequently clean and sanitize work areas, high-traffic areas, and commonly touched surfaces in both customer and employee areas in indoor entertainment establishments. Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARS-CoV-2 virus that causes COVID-19.
- Thoroughly clean restroom facilities at least twice daily and, to the extent possible, ensure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day. Restroom facilities that cannot be cleaned twice daily should be kept closed or a sign should be posted stating that the restroom is unable to be cleaned twice daily.
- Clean and disinfect ALL games, balls, shared equipment and any other commonly touched gaming devices or tools between use.
- Routinely rotate, clean and disinfect key/phone bowls or other touchpoints at metal detectors, if applicable.
- Routinely clean radios and communication devices, and do not permit staff to share radios and communications devices, if applicable.
- Disinfect and clean all sound gear, including microphones, between uses and prohibit sharing of microphones, instruments or other equipment between performers.

Operators of indoor entertainment establishments should, but are not required to:

- Provide hand-washing facilities for attendee use in and around the establishment. Hand sanitizer is effective on clean hands; businesses may make hand sanitizer (60-95% alcohol content) available to customers. Hand sanitizer must not replace hand washing by employees.

Contact tracing:

To the extent possible, operators of indoor entertainment establishments should, but are not required to:

- Maintain contact information of attendees. If there is a positive COVID-19 case associated with the indoor entertainment establishment, public health may need this information for a contact tracing investigation. Unless otherwise required, this information may be destroyed 60 days after the event.

Additional requirements

Operators of indoor entertainment establishments are required to:

- Keep areas that are prone to attracting crowds (including but not limited to playgrounds, indoor play structures and drop-off play structures) closed.
- Keep drop-in childcare closed.
- Follow the Retail Stores Guidance if operating a retail store on the premises.

To the extent possible, operators of indoor entertainment facilities should, but are not required to:

Additional physical distancing measures

- Encourage reservations or advise people to call in advance to confirm facility capacity. Consider a phone reservation system that allows people to wait in cars and enter facility only when a phone call or text indicates space is available.
- Assign a designated greeter or host to manage visitor flow and monitor physical distancing while waiting in line, ordering, and during entering and exiting. Do not block access to fire exits.
- Position staff to monitor physical distancing requirements.
- Assign staff to monitor visitor access to common areas such as restrooms so that visitors do not congregate.
- Route foot traffic in a one-way direction to minimize close contact between visitors. Post signs for one-way walking routes to attractions, if feasible.
- Limit the number of staff who serve or interact with each party.
- Encourage visitors to recreate with their own household members rather than with those in their extended social circles.
- Encourage visitors to recreate safely and avoid traveling to or recreating in areas where it is difficult to maintain at least six (6) feet from others not in their household.

Outdoor facilities

- Consider closing every other parking spot to facilitate at least six (6) feet of physical distance between parties.
- Encourage visitors to bring their own water bottles and hygiene supplies (including hand sanitizer).
- Encourage visitors to take their trash with them when they leave.

Additional resources:

- OHA General Guidance for Employers and Organizations
- Statewide Mask, Face Covering, Face Shield Guidance

Document accessibility: For individuals with disabilities or individuals who speak a language other than English, OHA can provide information in alternate formats such as translations, large print, or braille. Contact the Health Information Center at 1-971-673-2411, 711 TTY or COVID19.LanguageAccess@dhsoha.state.or.us

DATE: March 4, 2021

TO: Leslie Vaaler, Mayor
Yachats City Council

FROM: Shannon Beaucaire, City Manager

SUBJECT: Considerations for Opening City Facilities

In considering when and how to reopen City facilities, the City Attorney offers the following guidance:

The City must comply with all OHA regulations for indoor spaces and indoor services. The potential liability to the City comes if it fails to comply with OHA regulations – whether or not the volunteers are vaccinated and whether or not customers are vaccinated. CIS will not provide the limited coverage that it does offer (defense costs, but not liability coverage) if the City is not following OHA regulations. So the mention of a "lax" atmosphere is a concern and one that the City should evaluate – if volunteers express disinterest in following the regulations then we should not expect them to do so and it could be unreasonable for the City to give them the chance. As I'm sure you know, OHA has a host of population density, signage, and cleaning requirements that will need to be followed. If the library does open, you might consider regulation spot-checks or weekly regulation audits for the first little while to ensure folks are following the rules. In other words, I think it reduces potential liability if the City not only require adherence to OHA guidelines, but follow-up and make sure that the guidelines are in fact being followed. Although these folks are volunteers, I think the safe route is to also ensure compliance with OHSA regulations for workplace environments. This might require such things as installing plexiglass barriers at the front counter and other work areas so that staff are separated from the public.

MEMO

To: Yachats City Council

From: Sam Hillmann, RARE Associate

Date: 2/25/2021

Subject: Water Planning Progress

Update: In light of the election of new council a progress report on the status of the water planning projects the city is engaged in has been requested to make sure council is informed. There are two active water planning projects currently: The Water Master Plan and the Drinking Water Protection Plan.

The Water Master Plan is undergoing a 20 year-update contracted with the engineering firm WesTech. The update began in January of 2019 and was funded through a 2-year grant that expired in January of 2021. The grant was extended, and the Master Plan is currently scheduled to be completed in early August of 2021. The Water Master Plan contains all the information regarding the city's water source and system as well as recommendations for future capital improvement. It also contains the city's water conservation and management plan which outlines actions for further water conservation within the system. WesTechs main point of contact throughout the process has been Yachats Water Lead, Rick McClung.

The Drinking Water Protection Plan is in the process of being developed to identify potential threats to the cities drinking water sources and identify potential strategies for mitigating or eliminating risk. The planning process began in 2020 and is being produced by the consulting firm GSI Water Solutions Inc. The planning process is being funded by a grant from the Oregon Health Authority. The city has established a team of city staff, citizens, regional water experts, and partner organizations that meet with GSI monthly to assist in the formation of the plan and act as the main point of contact. The most recent team meeting was February 26th where the team provided feedback on the drafted plan as well as the draft implementation plan that outlined suggested actions for water protection over the next three years. The next team meeting will be in late March to review final edits before publishing the document for public comment. The GSI planners held a public input meeting in September of 2020 to gather initial input and will hold another public input meeting in April of 2021 to gather feedback on the completed draft of the plan. The plan should be complete by August of 2021.

City of Yachats Water System Summery

Sam Hillmann, RARE Associate
November 2020

Purpose:

This document is a general overview of the City of Yachats water system. It outlines sources, rights, watershed area, water infrastructure, usage, and finance. This document is a compilation of facts and information gathered to educate citizens and local leaders about the water system in Yachats.

Background on Water in Yachats

Our cities drinking water starts its journey to our cups in the rain clouds above the coast range. As the rain falls on the land it is filtered through the soil and vegetation, flowing under soil and over bedrock. The water that is not absorbed by the plants is channeled downhill, down ravines and hillsides, and eventually down to the lowest point in the landscape. Water trickles in from the landscape into small tributary streams that feed Salmon and Reedy Creek. Our primary source of drinking water is Reedy Creek, located upstream from where the creek joins the Yachats River, in the creek bed, lies the Infiltration Gallery Water Intake. In 1998 a landslide destroyed the original intake and surrounding infrastructure as a result of poor forestry practices on the slopes above. Our current intake was constructed following the slide which is now capable of collecting about 700 gallons per minute. From the intake it is directed to the water treatment plant where it undergoes a process at the Cities' treatment facility. After treatment the water is pumped to the one-million-gallon reservoir where it is distributed throughout the water system.

Yachats Water Rights:

Yachats takes its water solely from surface sources such as streams and rivers. Preliminary surveys have shown that ground water is not a viable water source for Yachats. Our main source of drinking water is Reedy Creek with Salmon Creek as our secondary source. Though the City has rights to the Yachats River, due to the proximity to the ocean it is not a viable source of water except in cases of emergency. The table below shows the maximum amount of water the city has a right to for each source. The measurement of the volume of water flowing in the stream or river is cfs, which stands for "cubic feet per second".

Surface Water Rights	Magnitude
Reedy Creek	2.0 cfs
Salmon Creek	2.0 cfs
Yachats River	2.0 cfs
Cape Creek (**no longer viable**)	0.5 cfs

**cfs: cubic feet per second*

Table 1. Water Rights and Magnitude for the City of Yachats

Water System Infrastructure:

The following is a summary of the capacity and rates of water intake, storage, and treatment.

Intake Capacity:

Primary: Reedy Creek 700 gpm, (1.56 cfs)
Secondary: Salmon Creek, 420 gpm, (.94 cfs)
Emergency: Yachats River

**gpm: Gallons per Minute*

Treatment Plant: Can produce 350 gallons of treated water per minute and up to 500,000 gallons a day

Storage:

Untreated (Raw) Water Storage:

- 500,000 gallon reservoir

Treated Water Storage:

- 1 Million gallon reservoir
- 200,000 gallon reservoir
- 10,000 Gallon tank w/pressure tank **(not currently in service)**
- 10,000 Gallon tank
- 125,000 gallon tank
- 250,000 gallon tank
- 10,000 gallon reservoir w/ pressure tank (for consumers above 500 ft)
- **Total Treated Water Storage: 1,595,000**

- With the given numbers if treatment plant were to stop while maximum treated water is stored, City of Yachats would have drinking water stored for approx. 7-8 days based off of average day demand. Were it to be days of peak water use: 2.35 days of drinking water.

<u>Water Use in Yachats:</u>

The following figures come from the 2001 Master Water Plan. The figures for the last 20 years will be included in the updated plan, expected to be finished in 2021

-Average Day Demand 1997-2000: 205,000 Gallons a day
-Average use in Winter: 100,000 Gallons a day
-Average use in Summer: 250,000 Gallons a day
-Maximum Day Demand: 515,000 Gallons a day
-Average Consumption per Year: 42,898,000 Gallons

- The vast majority of commercial water use is accounted for in the numerous motels, condos, rentals, and second homes. The historic influx of tourists and seasonal residents during the summer months, when rainfall and subsequent stream flow is at its lowest, creates increased demand on surface water sources. In recent years this has resulted in water scarcity during peak summer months.
- Current city water capacity is source limited rather than water right limited. This means our ability to produce water is limited by the magnitude of flow in Reedy and Salmon Creek.

Scarcity:

- In the event of scarcity caused by low flow in Salmon and Reedy Creek the City of Yachats plans to purchase water from the South Lincoln County Water District (SLCWD) as it is more cost effective than attempting to treat the water in the Yachats River.
- Pulling water from the SLCWD system would only happen when the treatment plant is unable to meet the demand of the city.
- The water from SLCWD would supplement the water already being produced by the Yachats system in order to meet demand.
- This would increase the price per unit of water by $2.50 for residents.
- Water insecurity is an issue in many coastal towns in Oregon, there is a initiative to interconnect water systems of the central coast region to combat this problem. For more information see Rocky Creek Connection Project in resources.

System Finance and Efficiency

For a small town, Yachats has a complex water system with 21 different pressure zones throughout the system and over 24 miles of pipes and valve connections.
Both our drinking water treatment plant and wastewater treatment plant are enterprise funds meaning that they generate revenue to pay for the operations of the plants as well as local water infrastructure projects.
Currently, 15% of water is lost due to inefficiencies in the system, this is down from a stunning 40% water loss recorded in 1997. This is caused by leaks in underground pipes that are challenging and costly to locate and fix.

Yachats Watershed:

A watershed, also called a drainage basin or catchment, is a land area that channels rain or snowfall to a common low point in the landscape, generally rivers or streams.
Below is a map showing the geographic extent of the watershed that supplies us with our water.

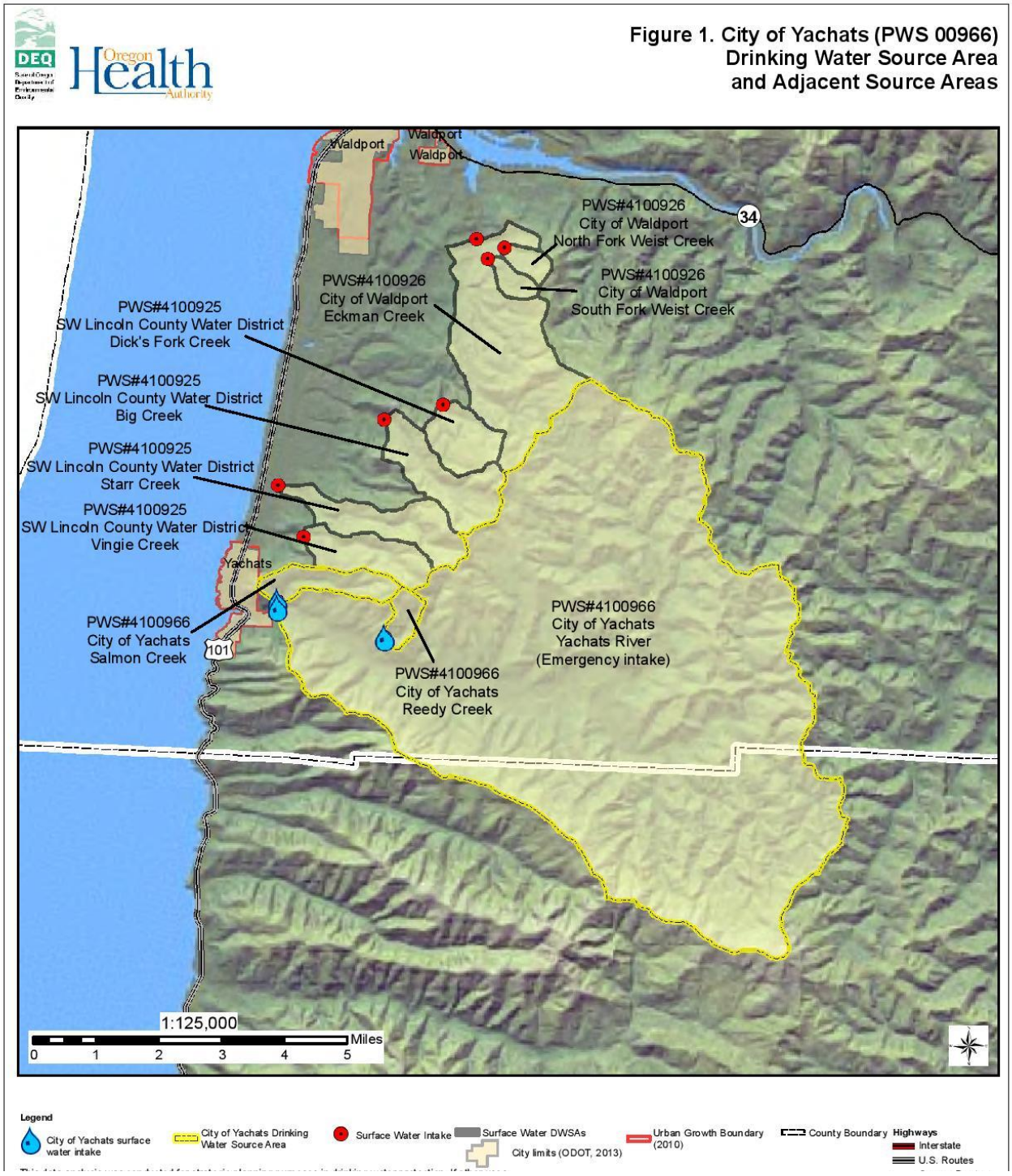

Fig 2. City of Yachats Drinking Water Source Area, DEQ Source Water Assessment, 2016

Ownership of Land in the Yachats Watershed

The following data comes from the Source Water Assessment conducted by the Oregon Dept. of Environmental Quality in 2016.

- **Salmon and Reedy Creek:**

Drinking Water Source Area (DWSA): 1.21 sq. miles/ 773 acres … 9.36 Stream miles
Ownership:
Private Industrial Timber Companies: 178 Acres, 23% of DWSA
City of Yachats: 15 Acres, 2% of DWSA (Water Treatment Plant)
US Forest Service: 580 Acres, 75% of DWSA
100% of the 9.36 stream miles have a high erosion potential.

- **Yachats River (Emergency Source Only):**

Drinking Water Source Area (DWSA): 41.46 sq. miles/ 26,536 acres…. Stream Miles: 341.7
Ownership:
Agriculture: 1392 Acres, 5% of Drinking DWSA
Private Industrial Forest: 3128 Acres, 12% of DWSA
Private Landowners: 1408 Acres, 5% of DWSA
City of Yachats: 2 Acres
Bureau of Land Management: 264 Acres 1% of DWSA
US Forest Service: 20,246 Acres 76% of DWSA
18% of 341.7 Stream miles have a high erosion potential.

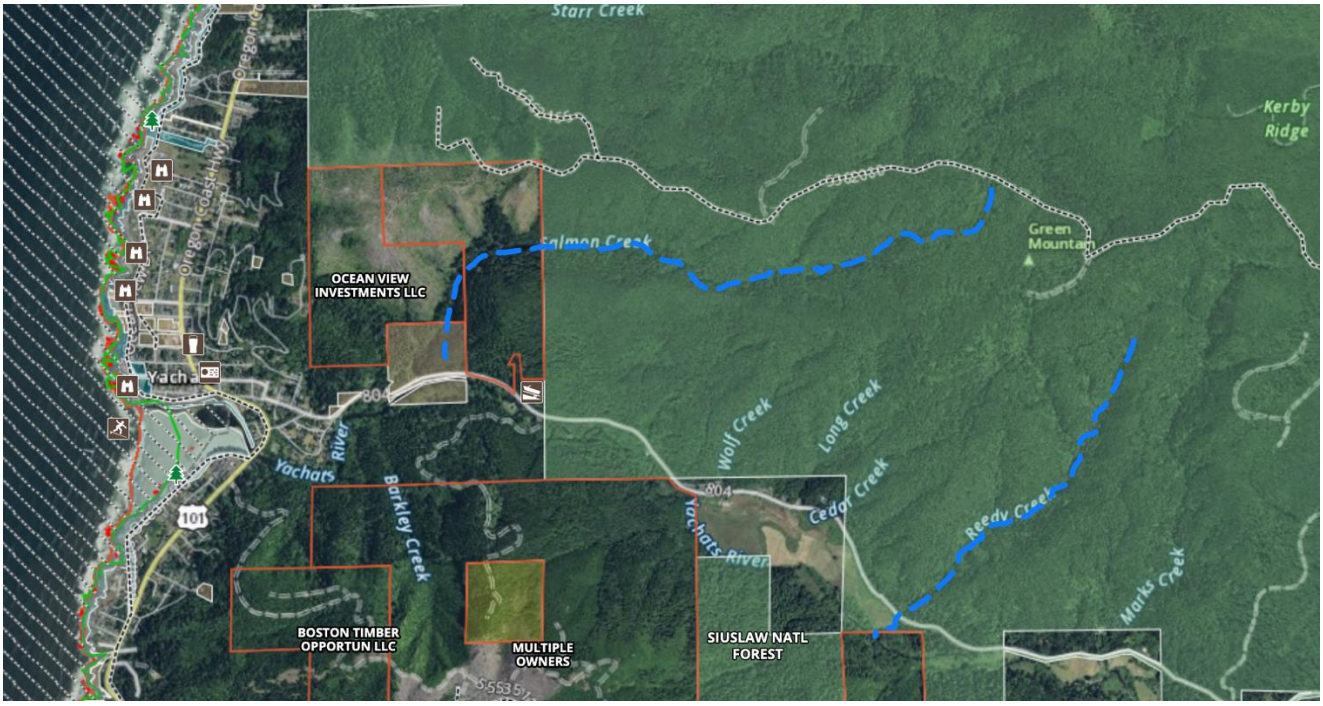

Fig 3. Salmon and Reedy Creek Ownership Context Map, Sourced from OnX Hunt.

Future of Yachats Water

Currently, the Water Master Plan for the City of Yachats is undergoing its scheduled 20 year update. The master water plan is projected to be completed by the end of 2021

As a sub-section to the master plan, a Drinking Water Protection Plan is being created to characterize the current risks to the water system. The drinking water protection plan is projected to be completed by Summer of 2021

Resources:

- Yachats Water Master Plan: https://www.yachatsoregon.org/DocumentCenter/View/227/Water-Master-Plan-PDF
- DEQ Source Assessment Plan: https://www.deq.state.or.us/wq/dwp/docs/uswareports/USWA_00966Yachats.pdf
- Drinking Water Protection Plan Info: https://www.yachatsoregon.org/372/Drinking-Water-Protection-Plan
- Rocky Creek Connection Project resources: https://www.newportoregon.gov/dept/pwk/documents/rc/RockyCreekRegionalWaterSupplyProject-Dec-3-2001.pdf ;
    - https://www.newportoregon.gov/dept/pwk/rockycreek.asp

DATE: March 4, 2021

TO: Leslie Vaaler, Mayor
Yachats City Council

FROM: Shannon Beaucaire, City Manager

SUBJECT: FY22 Audit Services

I have received the following response from Teresa Hanford regarding audit services for FY22 (July 1, 2021-June 30, 2022).

If everything is status quo (modified cash and not too many major changes to the chart of accounts), I can perform the URD for $2,000 (increase of $250 over FY21) and the City's audit for $10,750 (increase of $750 over FY21). If there is a single audit, then it will be $4,500 for the single audit (generally covered by the grantor) and the financial statement audit for the City would be $12,750 to cover the additional yellow book requirements.