

1. 2:00 P.M. Agenda

Documents:

[Agenda City Council June 15th, 2022.Pdf](#)

2. 2:00 P.M. Meeting Materials

Documents:

[Rate Increase Cover Letter.pdf](#)
[Water Rate 2022 Updated.pdf](#)
[RES 2020-150.Pdf](#)
[Imposing Tax Resolution 22 23 .Pdf](#)
[Appropriating 22 23.Pdf](#)
[Revenue Sharing Resolution 22 23.Pdf](#)
[FY23 City Budget Document Approved V9.Pdf](#)
[Budgeting Manual Pages 55-56 \(2\).Pdf](#)
[June 2 Email Regarding Drug Take-Back Program.pdf](#)
[Fact Sheet Drug Take-Back Program.pdf](#)
[Department Of Environmental Quality _ Drug Take-Back Program _ Hazardous Waste _ State Of Oregon.pdf](#)
[CM Initial Evaluation Resolution.pdf](#)
[Yachats ASK.pages.pdf](#)
[URD Resolution 22 23 .Pdf](#)
[FY23 URA Budget Document APPROVED.pdf](#)



**CITY OF YACHATS
CITY COUNCIL BUDGET HEARING AND REGULAR MEETING
Yachats OR
Wednesday June 15, 2022 at 2:00 pm
To Be Held Via Zoom**

AGENDA

Join Zoom Meeting <https://us02web.zoom.us/j/83380335391>

Meeting ID: 833 8033 5391 One tap mobile +12532158782,,83380335391# US (Tacoma)

+16699006833,,83380335391# US (San Jose) Dial by your location +1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose) +1 346 248 7799 US (Houston) +1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC) +1 312 626 6799 US (Chicago) Meeting ID: 833 8033 5391 Find

your local number: <https://us02web.zoom.us/j/83380335391>

Council Urban Renewal Budget Hearing – 2:00 pm

- A. Public Hearing and Comment on FY22-23 Urban Renewal Budget
- B. Resolution Adopting FY22-23 Urban Renewal Budget

Regular Council Meeting

- I. Water and Sewer Rates FY22-23
- II. City of Yachats Budget
 - A. Public Hearing and Comment on FY 22-23 City Budget and Shared Revenue Use
 - B. Resolution Declaring City's Election to Receive State Revenues
 - C. Resolution Approving Tax Rated
 - D. Resolution to Adopt FY22-23 City Budget

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. The meeting are accessible to persons with disabilities. For accommodations, please call (541) 547-3565, or Oregon Relay 1-800-735-2900 TDD) two days in advance. City of Yachats does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. Sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance.



- III. Announcements, Correspondence, Proclamation
- IV Public Comment: Topics not listed on the agenda
(5-minute limitation per person)
- V. New Business
 - A. Drug Take-Back Mail-Back Solution
- VI. Old Business
 - B. Resolution Memorializing Initial City Manager Evaluation
- VII. Report
 - C. July 2nd Yachats Fireworks Show and July 4th La De La Parade
- VIII. Other Business
 - D. From Mayor
 - E. From Council
 - F. From Staff

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City of Yachats

Water and Wastewater Rate Increase Considerations 22/23 Budget Year

Hi Heide,

At the last council meeting it was requested that a document be created so that water rate increases could be better examined. Over the last decade there has been two water rate studies. Both studies found a certain amount of water should be included with the meter base fee and they also found that about 63% of the revenue is collected from meter base fees and the other 37% from water sales. Base fees are a constant revenue source and water sales are variable.

The matrix in this report can be used to estimate rate increases. Here is the formula to figure out user rates.

(Combined meter size base fee) + (Combined unit fee) = Monthly bill

The proposed 22/23 budget used a 5% increase to estimate revenue and at the council meeting it was suggested that the city might want to use 7%. The identified construction price index is 8% so all three of these percentages will be included as options. I would like to note that 8% was used January 1st, 2022, to increase the SDC rates.

Estimated yearly Increase in combined revenue

	Base 63%	Sales 37%	Total
5%	\$54,453.00	\$20,147.61	\$74,600.61
7%	\$76,234.00	\$28,206.58	\$104,440.58
8%	\$87,125.00	\$32,236.25	\$119,361.25

I'm happy to answer any questions.

Thank you,

Rick McClung
Public Works
541-819-2279
Rick@YachatsMail.org

Free Units	# of Meters	Size
2	903	5/8"
2.8	5	1"
5.8	8	2"
22	1	3"

Water & Wastewater % Increase Matrix

(Combined meter size base fee) + (Combined unit fee) = Monthly bill

Base Rates

Water				
Size	Old Rate	5%	New Rate	Increased
5/8"	\$49.16	\$2.46	\$51.62	\$2,219.57
1"	\$68.82	\$3.44	\$72.26	\$17.21
2"	\$142.56	\$7.13	\$149.69	\$57.02
3"	\$540.72	\$27.04	\$567.76	\$27.04
Month				\$2,320.84
Year				\$27,850.07
Size	Old Rate	7%	New Rate	Increased Revenue
5/8"	\$49.16	\$3.44	\$52.60	\$3,107.40
1"	\$68.82	\$4.82	\$73.64	\$24.09
2"	\$142.56	\$9.98	\$152.54	\$79.83
3"	\$540.72	\$37.85	\$578.57	\$37.85
Month				\$3,249.17
Year				\$38,990.10
Size	Old Rate	8%	New Rate	Increased Revenue
5/8"	\$49.16	\$3.93	\$53.09	\$3,551.32
1"	\$68.82	\$5.51	\$74.33	\$27.53
2"	\$142.56	\$11.40	\$153.96	\$91.24
3"	\$540.72	\$43.26	\$583.98	\$43.26
Month				\$3,713.34
Year				\$44,560.11

Wastewater				
Size	Old Rate	5%	New Rate	Increased
5/8"	\$48.82	\$2.44	\$51.26	\$2,204.22
1"	\$61.14	\$3.06	\$64.20	\$15.29
2"	\$61.14	\$3.06	\$64.20	\$24.46
3"	\$61.14	\$3.06	\$64.20	\$3.06
Month				\$2,247.02
Year				\$26,964.25
Size	Old Rate	7%	New Rate	Increased Revenue
5/8"	\$48.82	\$3.42	\$52.24	\$3,085.91
1"	\$61.14	\$4.28	\$65.42	\$21.40
2"	\$61.14	\$4.28	\$65.42	\$34.24
3"	\$61.14	\$4.28	\$65.42	\$4.28
Month				\$3,145.83
Year				\$37,749.95
Size	Old Rate	8%	New Rate	Increased Revenue
5/8"	\$48.82	\$3.91	\$52.73	\$3,526.76
1"	\$61.14	\$4.89	\$66.03	\$24.46
2"	\$61.14	\$4.89	\$66.03	\$39.13
3"	\$61.14	\$4.89	\$66.03	\$4.89
Month				\$3,595.23
Year				\$43,142.80

Combined				
Size	Old	5%	New Rate	Increased
5/8"	\$97.98	\$4.90	\$102.88	\$4,423.80
1"	\$129.96	\$6.50	\$136.46	\$32.49
2"	\$203.70	\$10.19	\$213.89	\$81.48
3"	\$601.86	\$30.09	\$631.95	\$30.09
Month				\$4,567.86
Year				\$54,814.32
Size	Old Rate	7%	New Rate	Increased Revenue
5/8"	\$97.98	\$6.86	\$104.84	\$6,193.32
1"	\$129.96	\$9.10	\$139.06	\$45.49
2"	\$203.70	\$14.26	\$217.96	\$114.07
3"	\$601.86	\$42.13	\$643.99	\$42.13
Month				\$6,395.00
Year				\$76,740.05
Size	Old Rate	8%	New Rate	Increased Revenue
5/8"	\$97.98	\$7.84	\$105.82	\$7,078.08
1"	\$129.96	\$10.40	\$140.36	\$51.98
2"	\$203.70	\$16.30	\$220.00	\$130.37
3"	\$601.86	\$48.15	\$650.01	\$48.15
Month				\$7,308.58
Year				\$87,702.91

Water Sold

Small Users

	5		15	
	Unit Cost	Units	10	Units
Old	\$6.11	\$30.55	\$61.10	\$91.65
5%	\$6.41	\$32.05	\$64.10	\$96.15
7%	\$6.53	\$32.65	\$65.30	\$97.95
8%	\$6.60	\$33.00	\$66.00	\$99.00

Medium Users

	25		50		75	
	Unit Cost	Units	50	Units	75	Units
Old	\$6.11	\$152.75	\$305.50	\$458.25		
5%	\$6.41	\$160.25	\$320.50	\$480.75		
7%	\$6.53	\$163.25	\$326.50	\$489.75		
8%	\$6.60	\$165.00	\$330.00	\$495.00		

Large Users

	Unit Cost	125	175	225
	Cost	Units	Units	Units
Old	\$6.11	\$763.75	\$1,069.25	\$1,374.75
5%	\$6.41	\$801.25	\$1,121.75	\$1,442.25
7%	\$6.53	\$816.25	\$1,142.75	\$1,469.25
8%	\$6.60	\$825.00	\$1,155.00	\$1,485.00

Wastewater Collected

Small Users

	5		15	
	Unit Cost	Units	10	Units
Old	\$6.11	\$30.55	\$61.10	\$91.65
5%	\$6.41	\$32.05	\$64.10	\$96.15
7%	\$6.53	\$32.65	\$65.30	\$97.95
8%	\$6.60	\$33.00	\$66.00	\$99.00

Medium Users

	25		50		75	
	Unit Cost	Units	50	Units	75	Units
Old	\$6.11	\$152.75	\$305.50	\$458.25		
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7%	\$6.53	\$816.25	\$1,142.75	\$1,469.25
8%	\$6.60	\$825.00	\$1,155.00	\$1,485.00

Combined Cost

Small Users

	5		15	
	Unit Cost	Units	10	Units
Old	\$12.22	\$61.10	\$122.20	\$183.30
5%	\$12.82	\$64.10	\$128.20	\$192.30
7%	\$13.06	\$65.30	\$130.60	\$195.90
8%	\$13.20	\$66.00	\$132.00	\$198.00

Medium Users

	25		50		75	
	Unit Cost	Units	50	Units	75	Units
Old	\$12.22	\$305.50	\$611.00	\$916.50		
5%	\$12.82	\$320.50	\$641.00	\$961.50		
7%	\$13.06	\$326.50	\$653.00	\$979.50		
8%	\$13.20	\$330.00	\$660.00	\$990.00		

Large Users

	Unit Cost	125	175	225
	Cost	Units	Units	Units
Old	\$12.22	\$1,527.50	\$2,138.50	\$2,749.50
5%	\$12.82	\$1,602.50	\$2,243.50	\$2,884.50
7%	\$13.06	\$1,632.50	\$2,285.50	\$2,938.50
8%	\$13.20	\$1,650.00	\$2,310.00	\$2,970.00



**CITY OF YACHATS
RESOLUTION NO. 2020-150
A RESOLUTION SETTING THE RATES FOR WATER SERVICE, ESTABLISHING AN
INDEX FOR FUTURE ADJUSTMENTS TO THE WATER RATE**

WHEREAS, the Public Works and Streets Commission discussed current City of Yachats utility rates at their March 12, April 9, and May 14th 2019 meetings, and recommended to the City Council engagement of professional services to conduct a rate study for water and wastewater rates at their May 14, 2019 meeting, and

WHEREAS, the City Council discussed the recommendations at its July 3, 2019 meeting and elected to have the Oregon Association of Water Utilities (OAWU) conduct a water and wastewater rate study (Resolution 2019-88), and

WHEREAS, the City Council reviewed considerations relating to a \$100,000 capital improvement goal and to a \$200,000 capital improvement goal and approved a water rate analysis at its October 19, 2019 meeting (Resolution 2019-95), and

WHEREAS, the City Council reviewed the options provided by OAWU that compares “current” rates and proposed rates on budgets at either \$100,000 or \$200,000 annual capital improvement goals and resolved to reset base rates using the meter multiplier (column 3) providing an allowance of water in line with the meter multiplier and a \$6.00 per unit cost, and resolved that the City of Yachats will:

1. Implement a consumption rate increase from \$5.91 to \$6.00 for water and again for wastewater
2. There will be no changes to the wastewater base rate
3. Implementation will be January 1, 2021

WHEREAS, The City will use the Consumer Price Index (CPI) of the previous year end to determine rate increases, to be implemented on the base rate and consumption, each fiscal year, and if the percentage is lower, to pass that savings onto the consumer; rate changes will occur every July 1 of a new fiscal year. Initial rate adjustment to be implemented January 1, 2021, for CPI adjustment July 1, 2021, and

WHEREAS, the cost of operating and maintaining utilities is increasing and developing model that is fair and equitable to all consumers to enable the City to complete infrastructure repairs and improvements.

NOW, THEREFORE, the City of Yachats resolves:

1. Implement the water and wastewater consumption rate increase from \$5.91 to \$6.00



**CITY OF YACHATS
RESOLUTION NO. 2020-150
A RESOLUTION SETTING THE RATES FOR WATER SERVICE, ESTABLISHING AN
INDEX FOR FUTURE ADJUSTMENTS TO THE WATER RATE**

2. There will be no changes to the wastewater base rate
3. Implementation will be January 1, 2021
4. Rates will be adjusted on July 1 of each year, starting with July 2021, based upon the Consumer Price Index for the preceding calendar year as reported for December 31.

This resolution memorializes action taken on September 23, 2020 and is effective as of that date.

CITY OF YACHATS

By: _____
W. John Moore, Mayor

ATTESTED TO BY:

Shannon Beaucaire, City Manager



**CITY OF YACHATS
RESOLUTION NO. 2022-100
A RESOLUTION IMPOSING TAXES AND CATEGORIZING THE TAX**

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the taxing district for the tax year 2022-23:

1. At the rate of \$.1717 per \$1,000 of assessed value for the permanent rate tax; and
2. In the amount of \$43,905.00 for debt service on the general obligation bond.

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitations

Permanent Rate Tax.....\$.1717/per \$1,000

Excluded from Limitations

General Bond Debt Service.....\$43.905.00

PASSED AND ADOPTED by the City of Yachats City Council on June 15, 2022.

CITY OF YACHATS

By: _____
Leslie Vaaler, Mayor

ATTESTED BY:

Heide Lambert, City Manager



**CITY OF YACHATS
RESOLUTION NO. 2022-103
A RESOLUTION ADOPT FY 2022-23 BUDGET**

BE IT RESOLVED that the City Council of the City of Yachats hereby ADOPTS THE BUDGET FOR THE FISCAL YEAR 2022-23 IN THE AMOUNT OF \$14,264,545, AS SHOWN IN THE TABLE BELOW. This budget is now on file at 501 N Hwy 101, Yachats Oregon 97498. The budget is also available for viewing on the City's website at www.yachatsoregon.org.

Total Revenue **\$14,261,545**

Personnel Services	\$1,633,100
Materials and Services	\$1,192,150
Capital Outlay	\$2,292,597
Debt Services	\$ 627,190
Transfers	\$1,264,800
Reserved for Future Years	\$7,140,708
Total Requirements	14,261,545

BE IT RESOLVED that the City Council of the City of Yachats hereby appropriates the amounts in the table below for the fiscal year 2022-23, for the following purposes:

General Fund

Personnel Services	\$560,700
Materials and Services	\$672,000
Transfers	\$711,800

General Reserves

Personnel Services	\$145,900
Transfers	\$50,000
Capital Outlay	\$1,303,100



**CITY OF YACHATS
RESOLUTION NO. 2022-103
A RESOLUTION ADOPT FY 2022-23 BUDGET
Debt Services Funds**

Debt Service	\$627,190
Transfers	\$60,000

Enterprise Funds

Personnel Services	\$926,500
Materials and Services	\$631,150
Transfers	\$443,000
Capital Outlay	\$989,497

PASSED AND ADOPTED by the City of Yachats City Council on June 15, 2022.

CITY OF YACHATS

By: _____
Leslie Vaaler, Mayor

ATTESTED BY:

Heide Lambert, City Manager



**CITY OF YACHATS
RESOLUTION NO. 2022-102**

**A RESOLUTION DECLARING THE CITY OF YACHATS
ELECTION TO RECEIVE STATE REVENUE SHARING**

BE IT RESOLVED THAT THE City Council of the City of Yachats does hereby elect to receive its proportionate share of the revenues to be apportioned to the cities by the State of Oregon for the fiscal year 2022-23, and the City Manager of the City of Yachats is directed to take such steps as are necessary to carry out the intent of this resolution.

PASSED AND ADOPTED by the City of Yachats City Council on June 15, 2022.

CITY OF YACHATS

By: _____
Leslie Vaaler, Mayor

ATTESTED BY:

Heide Lambert, City Manager

City of Yachats



FY2022-2023 Approved Budget

City of Yachats Annual Budget

Fiscal Year July 1, 2022 – June 30, 2023

CITY COUNCIL

Leslie Vaaler, *Mayor*

Ann Stott, *Council President*

Anthony Muirhead, *Council Member*

Greg Scott, *Council Member*

Mary Ellen O' Shaughnessy, *Council Member*

BUDGET COMMITTEE – CITIZEN MEMBERS

Lance Bloch – Seat A

Don Groth – Seat B

John Moore – Seat C

Thomas Lauritzen – Seat D

Brad Webb – Seat E

CITY STAFF

Heide Lambert, *City Manager*

Katherine Guenther, *City Planner*

Kimmie Jackson, *Deputy Recorder*

David Buckwald, *Wastewater Lead*

Rick McClung, *Water Lead*

www.yachatsoregon.org

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Reader's Guide: How to Make the Most of the Budget Document

This budget document serves to:

- Present the public with a clear picture of the services the city provides.
- Provide city management with a financial and operating plan.
- Communicate the vision of the City Council for the City of Yachats.
- Present financial and organizational operations for each of the city's departments.
- Provide a variety of information about the city through:
 - o The Budget Message,
 - o Council Vision and Goals, and
 - o Oregon budget process, including an explanation of funds.

Revenues & Expenditures

This section includes current revenue by source and current expenses by major category. This section also includes an overview of the main sources of revenue for the City, including a review of Oregon's property tax system; as well as an overview of the major categories of expenses; personal services, materials and services, and capital outlay.

Debt Service & Capital Improvement Plan (CIP)

This section includes information on our General Obligation Bond, Water Revenue Bond and Loans.

The CIP establishes, prioritizes, and ensures funding for projects to improve existing, and develop new, infrastructure and facilities. While the CIP serves as a long-range plan, it is reviewed and revised annually.

City of Yachats Budget Message

May 9, 2022

Members of the Budget Committee; Council Members

Thank you for your time and commitment to participate in the City of Yachats (City) annual Budget Review. We are pleased to present and discuss the proposed City Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Oregon Budget Law, Chapter 294 of the Oregon Revised Statutes and the Oregon Budget Manual provide for three steps in the Budget Cycle. The first step includes a review of the current year to see how the City is performing against the adopted budget from last year. That review gives the City Budget Officer the foundation to craft the budget that you see before you. The second step is the one that we undertake today; delivery of the Budget Message, review of major changes in the City's staffing model, a detailed review of the expected results for fiscal 2022 and the proposed budget for 2023. The final step will be taken by Council members in their June meeting, where they will adopt, with any further changes, the final 2023 budget amounts.

In preparation for this initial proposed budget, your Finance Committee, and the Budget Officer, determined that a Supplemental Budget was required. The adopted Supplemental Budget is presented at the end of the Budget Message and was approved by Council at its May 5, 2022 meeting.

Highlights of the proposed 2022-2023 Budget -

Municipal budgets have a theme, or a story to tell. Last year's Budget Message told a story of transitions; out of Covid-19, completion of Water and Wastewater Master plans, City Leadership, financial outsourcing and properly aggregating our monetary reserves in our reserve funds. It is not necessary to update you on Covid-19 as the State of Oregon and Lincoln County have adequately communicated our area's progress and status. Other updates are:

City Leadership and Staffing -

The staffing transition took longer than we anticipated. Yachats utilized temporary and contracted staff for much of fiscal 2022. We hired our City Manager, Heide Lambert, in February 2022. Our City Manager has rapidly found local (Yachats and South County) resources to fill open positions and move our financial transactions back in-house. The City Manager is also the Budget Officer and has structured the budget to reflect the positions and dollars believed necessary to successfully deliver the services and

projects that the City expects to deliver in the coming years. Following the Supplemental Budget at the end of the Budget Message is a chart that presents the City's headcount at various points along its journey from 2016. As readers may recall, Yachats had a fully-functioning, in-house financial staff until January 2019. The period from 2019 through mid-2021 is best described as the outsourcing experiment. It did not go particularly well and ended on May 31, 2021. The City expects to have all of the temporary positions converted to city employees by June 30, 2022 and has prepared the budget accordingly.

Capital Projects and related Capital Expenditures –

With the completion of the Master Plans for Water and Wastewater, Yachats has a roadmap for infrastructure projects for the next twenty or so years. Your Finance Committee will begin to develop the plans to provide the dollars, including Grants and ARPA funds, to pay for all the work. The Finance Committee also appropriated dollars to develop Master Plans for Storm Drains and The Commons and also appropriated dollars to start development of the Boardwalk project, one the most exciting projects in Yachats history. Your Parks and Trails Committee envisions a beautiful walkway and viewing area covering the distance from the old Landmark to the State Park Viewing Pavilion, funded by Grants, 804 Settlement dollars and Visitor Amenity funds. The Boardwalk Project is a perfect complement to the recently completed Highway 101 Project, which added sidewalks, parking, underground utilities, and streetlights in the Project area. Please see the City's Capital Improvement Plan and fiscal 2023 cash flow impact at the end of the budget package.

Other important items –

Yachats has been extremely fortunate to be a destination of choice for visitors during the Covid-19 years. For the year ended June 30, 2021, our Transient Rental Tax (TRT) collections were 25% higher than the last full year before Covid-19. Aggregate TRT revenue exceeded \$1.3 million dollars annually for the last two years. Recent TRT collections have indicated that our visitor activity has plateaued or decreased slightly. Our proposed budget presents total TRT revenue of \$1.2 Million, with 61% going to the General Fund and 39% to the Visitor Amenities Fund, in accordance with Oregon requirements.

Inflation is everywhere. Our Wastewater Lead, Dave Buckwald, has documented significant increases in consumables and services needed to operate our plants. Vendor costs to rebuild pumps, repair electrical components, fix things and supply parts are escalating rapidly. We have increased our budget to reflect the higher costs and will watch these costs closely during the year to contain them as well as we can.

Our labor contract expires June 30, 2022. We have anticipated a one-time step up in hourly rates of 10% to appropriate enough to cover the expected costs.

Yachats' Water and Wastewater rates are indexed to inflation. We expect that the inflation index will increase by 6-8%. To ease the impact to our citizens, we have proposed an increase of 5%. The budget year and the index period are the same, both start July 1, 2022.

Our Urban Renewal Agency (a separate budget) funds a variety of projects defined in the original formation of the Urban Renewal District in 2005. One of our Finance Committee members has proposed we redirect some of the Project dollars to fund street projects throughout the City. Historically, the Finance Committee has recommended Amendments to the Urban Renewal Plan to the Council. This budget presumes that the Urban Renewal Project Funding will be consistent with earlier plans and that the Finance Committee, as a group, will undertake a proposed amendment to the Urban Renewal Plan during the coming fiscal year.

Respectfully submitted,

Heide Lambert

City Manager

**CITY OF YACHATS SUPPLEMENTAL BUDGET SUMMARY
APRIL 2022 SUPPLEMENTAL BUDGET REQUEST**

**2021-2022
BUDGET**

**SUPPLEMENTAL
REQUEST**

CHANGE

WASTEWATER FUND

BEGINNING FUND BALANCE	179,702	157,154	(22,548)
FUND REVENUE, CURRENT YEAR	721,000	721,000	0
PERSONNEL SERVICES	(312,200)	(312,200)	0
MATERIALS & SERVICES	(222,200)	(284,200)	(62,000)
INTERFUND TRANSFERS	(200,000)	(200,000)	0
RESERVED FOR FUTURE YEARS	(166,302)	(81,754)	84,548
TOTAL REQUIREMENTS	(900,702)	(878,154)	22,548
FUND BALANCE CHANGE	0	0	0

DEBT SERVICE FUND

BEGINNING FUND BALANCE	662,132	1,026,230	364,098
FUND REVENUE, CURRENT YEAR	698,267	698,267	0
DEBT SERVICE	(592,081)	(628,994)	(36,913)
INTERFUND TRANSFERS	(60,000)	(60,000)	0
RESERVED FOR FUTURE YEARS	(708,318)	(1,035,503)	(327,185)
TOTAL REQUIREMENTS	(1,360,399)	(1,724,497)	(364,098)
FUND BALANCE CHANGE	0	0	0

VISITOR AMENITIES FUND

BEGINNING FUND BALANCE	567,802	670,851	103,049
FUND REVENUE, CURRENT YEAR	773,741	773,741	0
PERSONNEL SERVICES	0	(5,000)	(5,000)
MATERIALS & SERVICES	(128,500)	(153,500)	(25,000)
INTERFUND TRANSFERS	(104,250)	(104,250)	0
RESERVED FOR FUTURE YEARS	(1,108,793)	(1,181,842)	(73,049)
TOTAL REQUIREMENTS	(1,341,543)	(1,444,592)	(103,049)
FUND BALANCE CHANGE	0	0	0

EXPLANATION FOR CHANGES

Wastewater Fund - Correction of beginning balance; materials and services higher than expected due to Covid inflationary pressure; replacement of consumables purchased in prior years; resumption of biosolid disposal at Heard Farms

Debt Service fund - Correction of beginning balance; loan payoff planned for 20-21 did not occur due to City Manager transition.

Visitor Amenities Fund - Correction of beginning balance; reflection of internal labor charges; Fireworks fees paid by the city.

FTE Count Analysis FY2022-2023 (Historical)

City of Yachats

Budget Preparation

FTE Count Analysis

for FY 22-23

	2015 & Prior	2016 Org Study	2016 Restructure	2018 Org Work	2019 COG	20-21 COG	2021 COG	2021 No COG	Late 21 Interims	1/2 2022 TEMPS	
City Manager		1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	Heide
City Recorder	1.00	1.00									
Deputy City Recorder (1)	1.00	1.00			1.00	1.00	1.00	1.00	1.00		
Deputy City Recorder (2)	1.00	1.00									
Clerk III			1.00	1.00							
Clerk II or equivalent			1.00	1.00					1.00	1.00	Dayna
Community Services Coordinator					1.00	1.00	1.00			1.00	Neal
Administrative Assistant						1.00	1.00			1.00	Ashley
Minutes, Meeting Support				0.40	0.40	0.40	0.10	0.20	0.20	0.20	Lorraine
COG Finance Director					0.10	0.10	0.10				
COG Lead Acct					0.60	0.60	0.60				
COG Acct Clerk					0.40	0.40					
Contracted Springbrook Support								0.40	0.40	0.40	Janet
Contracted Accountant								0.60		0.75	Diane
Planner	0.20	0.20	0.20	0.20	0.20	0.20	0.20			1.00	Katherine
Code Enforcement Office	0.60	0.60	0.40	0.40	0.40	0.40	0.40	0.40		0.25	Michelle
Commons Coordinator	0.60	0.60	0.60	0.60						0.75	Michelle
Public Works Director	1.00										
Public Works Crew	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	Rick, Dave, Russ, Kevin, Jeremy
TOTAL FTE	10.40	10.40	9.20	9.60	10.10	11.10	10.40	8.60	8.60	12.35	

FTE Count Analysis FY2022-2023 (Baseline)

Budget Preparation

FTE Count Analysis

for FY 22-23

	Baseline 2018 Pre-COG	Now April 2022	BOLI Reclass	BOLI Adj and New Positions	Budgeted Headcount	Increase (Decrease)
City Manager	1.00	1.00			1.00	0.00
City Recorder						
Deputy City Recorder (1)	1.00		1.00		1.00	0.00
Deputy City Recorder (2)						
Clerk III	1.00					(1.00)
Clerk II or equivalent		1.00	(0.35)	0.35	1.00	1.00
Capital Projects Coordinator		1.00			1.00	1.00
Administrative Assistant		1.00			1.00	1.00
Minutes, Meeting Support	0.40	0.20	(0.20)		0.00	(0.40)
Part Time Librarian				0.25	0.25	0.25
COG Finance Director						
COG Lead Acct						
COG Acct Clerk						
Contracted Springbrook Support		0.40			0.40	0.40
Contracted Accountant		0.75		0.25	1.00	1.00
Planner	0.20	1.00	(0.20)		0.80	0.60
Code Enforcement Office	0.40	0.25	(0.25)		0.00	(0.40)
Commons Coordinator	0.60	0.75			0.75	0.15
Public Works Director						
Water Lead	1.00	1.00			1.00	
Wastewater Lead	1.00	1.00			1.00	
Field Utility 2	1.00	1.00			1.00	
Field Utility 1	1.00	1.00			1.00	
Field Utility	1.00	1.00			1.00	
Succession Planning with License				1.00	1.00	1.00
Succession Planning - Entry Level				1.00	1.00	1.00
TOTAL FTE	9.60	12.35	0.00	2.85	15.20	5.60

FTE Count Analysis FY2022-2023 (Rounded)

Budget Preparation

FTE Count Analysis for FY 22-23

	Budgeted Headcount	Budgeted Costs	7/1/2022 Changes	City Hall	Visitor Amenities	Commons	Library	LLCM	Parks & Trails	Streets	Storm Drains	Water Ops	Waste Water	Capital Projects
City Manager	1.00	95,000	95,000	47,500	0	0	0	0	0	0	0	23,800	23,800	0
Deputy City Recorder (1)	1.00	58,057	62,411	62,400	0	0	0	0	0	0	0	0	0	0
Clerk II or equivalent	1.00	52,000	55,900	11,200	0	0	0	0	0	0	0	22,400	22,400	0
Capital Projects Coordinator	1.00	52,000	55,900	11,200	0	0	0	0	0	0	0	11,200	11,200	22,400
Administrative Assistant	1.00	43,680	46,956	47,000	0	0	0	0	0	0	0	0	0	0
Part Time Librarian	0.25	13,000	13,000	0	0	0	13,000	0	0	0	0	0	0	0
Contracted Springbrook Support	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0
Contracted Accountant	1.00	41,600	41,600	20,800	0	0	0	0	0	0	0	10,400	10,400	0
Planner	0.80	67,200	67,200	53,800	0	0	0	0	0	0	0	6,700	6,700	0
Commons Coordinator	0.75	32,760	32,760	0	0	32,800	0	0	0	0	0	0	0	0
Water Lead	1.00	83,054	89,283	8,900	0	1,200	1,000	500	3,000	3,000	2,000	51,000	500	18,200
Wastewater Lead	1.00	73,528	79,043	2,500	400	500	0	0	200	4,000	2,800	6,000	57,000	5,700
Field Utility 2	1.00	64,272	69,092	1,500	200	1,000	0	0	800	4,000	2,000	41,400	18,000	0
Field Utility 1	1.00	51,958	55,855	500	1,000	300	0	0	500	3,000	2,400	21,500	26,700	0
Field Utility	1.00	50,440	54,223	100	600	300	0	0	200	1,500	1,600	7,000	43,000	0
Succession Planning with License	1.00	48,599	52,244	0	0	0	0	0	0	0	0	26,100	26,100	0
Succession Planning - Entry Level	1.00	40,581	43,624	0	0	0	0	0	0	0	0	21,800	21,800	0
TOTAL FTE	14.80	867,730	914,092	267,400	2,200	36,100	14,000	500	4,700	15,500	10,800	249,300	267,600	46,300
Fringe Benefits				28,500	200	3,800	1,500	100	500	1,700	1,100	26,500	28,500	4,900
Insurance Benefits				88,200	700	11,900	4,600	200	1,600	5,100	3,500	82,200	88,300	15,200
Pers System Payments				42,800	400	5,800	2,200	100	800	2,500	1,700	39,900	42,800	7,400
Total Benefits Cost				159,500	1,300	21,500	8,400	300	2,900	9,200	6,400	148,700	159,600	27,600
Percentage				59.65%	59.65%	59.65%	14.15%	59.65%	59.65%	59.65%	59.65%	59.65%	59.65%	59.65%
Total Costs				426,900	3,500	57,600	22,300	900	7,600	24,800	17,100	397,900	427,200	73,800

Revenues and Expenditures

General Fund

The General Fund accounts for the financial resources of the City which are not accounted for in any other fund. Principal sources of revenue are property taxes, licenses and permits, franchise fees, transient lodging tax, and intergovernmental revenues. Primary expenditures are for City administration, financial services, planning, parks and commons, little log church and museum, and the library.

City Hall Administration

Administration provides support for all City functions. Administration includes the City Council, City Manager, City Attorney, Information Technology, Custodian of Records, Elections, Human Resources, Finance, Facilities, and Municipal Court.

The City Manager's office provides coordination and management for the City and is responsible for establishing general administrative practices that govern the operations of the City. The City Manager, along with team members, also supports and assists the Mayor and City Councilors in their roles as policy makers by providing accurate and timely information and appropriate policy recommendations.

Municipal Court is responsible for processing non-felony offenses within the City. The City contracts out for Municipal Judge services on an as needed basis. The goal of the Municipal Court is to promote compliance with laws and regulations.

City Hall Operating Budget

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
829,068.00	921,273.48	343,668.00	537,148.51	Beginning Balance	668,203.42	668,203.42	
36,762.24	9,759.38	10,000.00	2,395.00	Interest Earned	2,500.00	2,500.00	
42,094.50	43,521.64	45,000.00	45,000.00	Property Tax - Current	47,500.00	47,500.00	
1,704.24	1,192.83	1,000.00	1,200.00	Property Tax - Past Due	1,000.00	1,000.00	
10,516.00	10,313.00	11,000.00	6,119.00	License Business	7,000.00	7,000.00	
32,888.78	27,900.00	28,000.00	23,740.01	License Vacation Rental	25,000.00	25,000.00	
22,620.57	22,352.09	20,000.00	20,000.00	Franchise Cable	20,000.00	20,000.00	
3,633.69	3,701.46	4,000.00	4,000.00	Franchise Telephone	4,000.00	4,000.00	
16,960.24	10,544.14	13,000.00	15,956.45	Franchise Disposal Services	16,000.00	16,000.00	
50,275.71	53,023.74	52,000.00	48,598.83	Franchise Electricity	52,000.00	52,000.00	
3,100.00	2,915.00	2,000.00	2,000.00	Permits/Filing Fee	2,000.00	2,000.00	
0.00	0.00	0.00	0.00	Fines or Liens	0.00	0.00	
633,776.00	804,964.76	700,000.00	732,000.00	Tax - Transient Lodging	732,000.00	640,000.00	
11,036.64	25,933.71	162,500.00	87,069.05	Grants-Care Act 2021/County Emerg.2022 Rescue Act	87,070.00	187,000.00	
1,011.52	609.62	1,000.00	115,730.94	Misc Revenue-Sale of Fire Station Property	1,000.00	1,000.00	
10,387.59	5,013.54	4,000.00	5,844.18	Other Local Resources	5,000.00	5,000.00	
957.21	736.09	600.00	600.00	Tax - State Tobacco	600.00	600.00	
15,624.14	13,840.10	16,500.00	16,500.00	Tax - State OLCC	16,500.00	16,500.00	
19,804.37	26,929.53	27,500.00	20,000.00	Tax - Marijuana	20,000.00	20,000.00	
22,421.51	15,061.76	11,000.00	16,249.63	State Revenue Share	16,000.00	16,000.00	
6,925.03	0.00	0.00	0.00	Other State Sources	0.00	0.00	
0.00	0.00	200,000.00	200,000.00	Transfer in Street Capital Highway 101	0.00	0.00	
13,000.00	14,000.00	15,000.00	15,000.00	Transfer in URD Admin Reimb	15,000.00	16,000.00	
1,784,567.98	2,013,585.87	1,667,768.00	1,915,151.60	REVENUE	1,738,373.42	1,747,303.42	0.00
35,147.35	36,966.92	42,000.00	44,354.64	City Manager	47,500.00	47,500.00	
20,366.84	21,383.02	33,000.00	31,174.88	Deputy Recorder	62,400.00	62,400.00	
0.00	8,953.73	22,500.00	15,399.97	City Clerk 2 or equivalent	11,200.00	11,200.00	
0.00	18,016.09	25,000.00	0.00	Capital Projects Coordinator	11,200.00	11,200.00	
				Planner	53,800.00	53,800.00	
				Administrative Assistant	47,000.00	47,000.00	
0.00	0.00	37,500.00	0.00	City Accountant	20,800.00	20,800.00	
7,495.04	5,613.07	20,300.00	14,777.98	Water Lead	8,900.00	8,900.00	
637.73	707.33	1,000.00	1,000.00	Wastewater Lead	2,500.00	2,500.00	
976.42	837.60	2,000.00	1,500.00	Field Utility 2	1,500.00	1,500.00	
1,029.69	670.01	2,000.00	600.00	Field Utility 1	500.00	500.00	
0.00	401.01	1,000.00	200.00	Field Utility	100.00	100.00	
				Succession Planning with License	26,100.00	0.00	
				Succession Planning Entry Level	21,800.00	0.00	
7,310.13	11,145.98	25,000.00	14,267.24	Fringe Benefits	33,600.00	28,500.00	
12,698.38	20,966.46	45,200.00	18,607.53	Insurance Benefits	104,000.00	88,200.00	
8,423.31	8,085.84	34,000.00	19,228.89	Regular PERS System	50,400.00	42,800.00	
94,084.89	133,747.06	290,500.00	161,111.13	PERSONNEL	503,300.00	426,900.00	0.00
1,643.05	1,428.49	7,000.00	4,000.00	Emergency Prep & Public Safety	10,000.00	10,000.00	
6,004.77	4,794.77	6,000.00	4,500.00	Dues & Memberships	5,000.00	5,000.00	
3,731.43	1,160.00	5,000.00	1,000.00	Board/Comm/Meeting Education, Travel, & Expense	2,000.00	2,000.00	
6,620.03	6,592.32	10,000.00	10,000.00	Insurance	10,000.00	10,000.00	
9,582.99	10,909.92	10,000.00	16,623.85	Office Materials & Supplies	15,000.00	15,000.00	
2,607.43	6,021.85	6,000.00	2,307.00	Computer Equipment and Maintenance	5,000.00	5,000.00	
4,523.73	5,658.09	5,000.00	5,683.50	Telephones/Cell Phones/DSL	6,000.00	6,000.00	
4,965.40	6,694.85	4,000.00	4,000.00	Utilities	4,000.00	4,000.00	
1,526.05	803.85	1,000.00	2,000.00	Postage	2,000.00	2,000.00	
3,957.02	1,303.00	5,000.00	1,000.00	Education and Training	5,000.00	5,000.00	
197,254.33	171,923.15	50,000.00	114,387.82	Contract Expense (all Professional, IGA & Personal Svcs)	45,000.00	45,000.00	

City Hall Operating Budget, continued

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
4,424.13	6,408.40	7,000.00	7,000.00	Auditor	7,000.00	7,000.00	
26,398.34	16,820.00	15,000.00	4,300.00	Legal Expense	10,000.00	10,000.00	
2,049.74	1,938.22	2,000.00	2,385.84	Bank Charges/Credit Card Fees	2,500.00	2,500.00	
4,547.88	80.24	1,500.00	100.00	Travel	500.00	1,500.00	
14,146.74	18,837.92	10,000.00	11,000.00	Software	60,000.00	60,000.00	
2,046.73	3,462.98	4,000.00	4,500.00	Equipment Lease and Rental	4,000.00	4,000.00	
5,836.48	6,025.78	6,000.00	5,800.00	Yard Debris Dumpster	6,000.00	6,000.00	
7,146.48	11,897.90	10,000.00	4,000.00	Building and Land Maintenance	10,000.00	10,000.00	
507.60	4,734.68	4,000.00	7,740.15	Custodial Support/Supplies	8,000.00	8,000.00	
0.00	850.00	0.00	4,215.00	Parks/Grounds Maintenance	0.00	0.00	
2,111.55	826.91	2,000.00	1,192.00	Advertising\Legal Notice	2,000.00	2,000.00	
151,544.59	35,039.18	50,000.00	-50,000.00	Comm Support/Beautification	50,000.00	50,000.00	
457.65	1,167.67	1,000.00	359.97	Equipment & Furniture	1,000.00	1,000.00	
17,800.00	17,800.00	5,000.00	0.00	Rent-Commons Meeting Room	5,000.00	0.00	
0.00	502.00	0.00	0.00	Equipment Repair Maint	0.00	0.00	
0.00	0.00	0.00	360.00	Mowing	1,000.00	1,000.00	
1,431.47	5,587.77	5,000.00	531.92	Material and Services	0.00	0.00	
0.00	0.00	46,000.00	0.00	Operating Contingency	46,000.00	46,000.00	
482,865.61	349,269.94	277,500.00	168,987.05	MATERIALS AND SERVICES	322,000.00	318,000.00	0.00
2,000.00	1,300.00	61,000.00	61,000.00	Transfer out Streets OP	0.00	0.00	
88,134.00	34,547.00	33,100.00	33,100.00	Transfer out Library OP	25,000.00	25,000.00	
5,279.00	3,377.00	8,750.00	8,750.00	Transfer out LLCM OP	5,250.00	5,250.00	
120,380.00	57,608.00	114,000.00	114,000.00	Transfer out Commons OP	75,000.00	75,000.00	
20,000.00	95,000.00	50,000.00	50,000.00	Transfer out City Hall Res Proj	0.00	0.00	
5,888.00	717.00	50,000.00	50,000.00	Transfer to Parks & Trails OP	0.00	0.00	
0.00	59,853.25	0.00	0.00	Transfer to Visitor Amemities	0.00	0.00	
0.00	450,000.00	0.00	0.00	Transfer to Wastewater Interfund Loan	0.00	38,400.00	
0.00	0.00	100,000.00	100,000.00	Transfer to Street Proj	4,000.00	4,000.00	
0.00	0.00	0.00	0.00	Transfer to Parks & Trails Proj	0.00	0.00	
44,663.00	0.00	0.00	0.00	Transfer to Storm Drains OP	0.00	0.00	
				Transfer to Water Proj-501 Building Loan			
0.00	234,248.00	0.00	0.00	Payoff	0.00	38,400.00	
0.00	50,000.00	0.00	0.00	Transfer to Water Proj-Inter Fund Loan	0.00	0.00	
0.00	0.00	500,000.00	500,000.00	Transfer to Water Proj-Water Security	150,000.00	150,000.00	
286,344.00	986,650.25	916,850.00	916,850.00	TRANSFERS	259,250.00	336,050.00	0.00
863,294.50	1,469,667.25	1,484,850.00	1,246,948.18	TOTAL EXPENSES	1,084,550.00	1,080,950.00	0.00
921,273.48	543,918.62	182,918.00	668,203.42	RESERVED FOR FUTURE YEARS	653,823.42	666,353.42	0.00
1,784,567.98	2,013,585.87	1,667,768.00	1,915,151.60	TOTAL REQUIREMENTS	1,738,373.42	1,747,303.42	0.00

City Hall Capital Reserve

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
69,065.95	63,697.15	86,490.00	0.00	Beginning Balance	147,084.75	147,084.75	
26,899.20	9,005.26	9,720.00	5,784.75	Interest Earned	7,000.00	7,000.00	
0.00	8,996.68	0.00	91,300.00	Grants-Care Act & USDA	0.00	0.00	
24,663.00	97,843.17	50,000.00	50,000.00	Transfer in General Fund	0.00	0.00	
120,628.15	179,542.26	146,210.00	147,084.75	REVENUE	154,084.75	154,084.75	0.00
0.00	1,653.84	0.00	0.00	City Manager	0.00	0.00	
0.00	1,081.32	0.00	0.00	Community Services Coordinator	0.00	0.00	
0.00	303.89	0.00	0.00	Fringe Benefits	0.00	0.00	
0.00	697.34	0.00	0.00	Insurance Benefits	0.00	0.00	
0.00	209.31	0.00	0.00	Regular PERS System	0.00	0.00	
0.00	0.00	2,000.00	0.00	Capitalized Labor	4,000.00	4,000.00	
0.00	3,945.70	2,000.00	0.00	PERSONNEL	4,000.00	4,000.00	0.00
56,931.00	29,627.27	20,000.00	0.00	Capital Outlay - Equipment	18,000.00	18,000.00	
0.00	145,969.29	0.00	0.00	Capital Outlay - Buildings	18,000.00	18,000.00	
56,931.00	175,596.56	20,000.00	0.00	CAPITAL OUTLAY	36,000.00	36,000.00	0.00
56,931.00	179,542.26	22,000.00	0.00	TOTAL EXPENSES	40,000.00	40,000.00	0.00
63,697.15	0.00	124,210.00	147,084.75	RESERVE FOR FUTURE YEARS	114,084.75	114,084.75	0.00
120,628.15	179,542.26	146,210.00	147,084.75	TOTAL REQUIREMENT	154,084.75	154,084.75	0.00

Visitor Amenities

The Visitor Amenities Fund receives thirty-nine percent (39%) of the lodging tax received by the City and funds tourism related activities.

Visitor Amenities Operating Budget

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
98,664.00	249,547.75	670,851.00	670,851.48	Beginning Balance	1,233,081.30	1,233,081.30	
4,483.20	1,143.46	1,200.00	179.82	Interest Earned	200.00	200.00	
405,291.06	515,862.01	447,541.00	468,000.00	Tax - Transient Lodging	460,000.00	410,000.00	
25.85	76.49	0.00	0.00	Grants	0.00	0.00	
0.00	59,853.25	0.00	0.00	Transfer in General Fund	0.00	0.00	
				Transfer in Street Cap Reserve-Resolve PY			
0.00	0.00	325,000.00	325,000.00	Transfers unused	0.00	0.00	
508,464.11	826,482.96	1,444,592.00	1,464,031.30	REVENUE	1,693,281.30	1,643,281.30	0.00
739.32	39.14	800.00	400.00	Wastewater Lead	400.00	400.00	
650.95	811.72	350.00	150.00	Field Utility 2	200.00	200.00	
641.37	1,245.11	1,350.00	1,000.00	Field Utility 1	1,000.00	1,000.00	
0.00	469.26	700.00	600.00	Field Utility	600.00	600.00	
256.79	559.86	300.00	250.00	Fringe Benefits	200.00	200.00	
895.84	345.11	1,000.00	900.00	Insurance Benefits	700.00	700.00	
333.68	1,233.14	500.00	400.00	Regular PERS System	400.00	400.00	
0.00	490.44	0.00	0.00	PERS Reserve			
3,517.95	5,193.78	5,000.00	3,700.00	PERSONNEL	3,500.00	3,500.00	0.00
64,765.00	65,000.00	65,000.00	65,000.00	Visitor Center Operations	30,000.00	30,000.00	
18,921.09	21,467.40	22,000.00	22,000.00	Marketing (Grants/Prgm/Events)	35,000.00	35,000.00	
				Contract Expense (all Professional, IGA &			
0.00	8,949.70	17,000.00	0.00	Personal Svcs)	30,000.00	30,000.00	
0.00	0.00	0.00	0.00	Trails Maintenance/Supplies/Services	0.00	0.00	
2,000.00	0.00	28,000.00	25,000.00	4th of July Festivities	25,000.00	25,000.00	
5,845.33	9,420.91	18,000.00	10,000.00	Comm Support/Beautification	10,000.00	10,000.00	
3,433.99	2,094.69	3,500.00	1,000.00	Material and Services	1,000.00	1,000.00	
94,965.41	106,932.70	153,500.00	123,000.00	MATERIALS AND SERVICES	131,000.00	131,000.00	0.00
11,807.00	12,020.00	0.00	0.00	Transfer out Library OP 100-1030	0.00	0.00	
15,836.00	10,131.00	26,250.00	26,250.00	Transfer out LLCM OP 100-1025	15,750.00	15,750.00	
40,127.00	19,203.00	38,000.00	38,000.00	Transfer out Commons OP 100-1020	25,000.00	25,000.00	
				Transfer out - Parks & Trails Operations			
17,663.00	2,151.00	40,000.00	40,000.00	100-1035	25,000.00	25,000.00	
50,000.00	0.00	0.00	0.00	Transfer out Parks & Trails Proj	300,000.00	300,000.00	
0.00	0.00	0.00	0.00	Interfund Transfer - LLCM Capital Reserve	0.00	0.00	
25,000.00	0.00	0.00	0.00	OP Transfer - Capital Project	0.00	0.00	
160,433.00	43,505.00	104,250.00	104,250.00	TRANSFERS	365,750.00	365,750.00	0.00
258,916.36	155,631.48	262,750.00	230,950.00	TOTAL EXPENSES	500,250.00	500,250.00	0.00
249,547.75	670,851.48	1,181,842.00	1,233,081.30	RESERVED FOR FUTURE YEARS	1,193,031.30	1,143,031.30	0.00
508,464.11	826,482.96	1,444,592.00	1,464,031.30	TOTAL REQUIREMENTS	1,693,281.30	1,643,281.30	0.00

Parks and Commons

The Parks & Commons Commission formulates rules, regulations, and standards for the operation of the City's parks, Commons building, and grounds in a manner that assures the security of City assets and encourages use by renters, residents, and visitors alike; establishes rental rates for Commons use; plans for the regulation, development, and improvement of the City's parks; works with the Community Services Coordinator to create an annual Facilities Maintenance Budget, cooperates with volunteer organizations and City groups in the advancement of the Commons; and recommends items for the annual budget to the Budget Officer and City Budget Committee. The Commission also supports the Little Log Church & Museum Committee ("Friends of the Little Log Church") and the Trails Committee.

Funding:

Funding is generated from a combination of the City's restricted "Visitor Amenities Fund" and the "General Fund".

Goals:

- Work to assist the City Council to meet Council Goals.
- Work with the Community Services Coordinator to create a comprehensive plan for upgrades to the Commons Building to ensure the continued desirability and functionality for the various entertainment and educational events held at the Commons annually.
- Maximize Commons Building income by encouraging promotion or co-promotion of appropriate events.

The Commons

The Yachats Commons is the community center in the heart of Yachats. The building was built in the 1930s and was used as a school until 1983 when it closed. In 1990 the building was purchased by the City of Yachats to be used as a community center. It is the heart and soul of the greater Yachats community, being host to such events as dances, meetings, exercise classes, plays, musical productions, conferences, festivals, the youth center and much, much more.

The building hosts City Hall and the Yachats Youth and Family Program. Rooms, lighting, and sound equipment, and picnic shelter are available for rent to individuals, groups, or organizations and can host small groups or large events.

Commons Operating Costs

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
15,291.68	77,910.14	94,199.00	104,451.04	Beginning Balance	150,343.17	150,343.17	
22,083.83	3,634.70	9,000.00	9,500.00	Rents or Fees	9,000.00	9,000.00	
17,800.00	17,800.00	5,000.00	0.00	Rental Income (inter department)	0.00	0.00	
6,012.00	120.00	500.00	3,300.00	Gifts/Donations	2,000.00	2,000.00	
2,759.76	5,416.05	0.00	0.00	Grants	0.00	0.00	
120,380.00	57,608.00	114,000.00	114,000.00	Transfer in General Fund	75,000.00	75,000.00	
40,127.00	19,203.00	38,000.00	38,000.00	Transfer in Visitor Amenity	25,000.00	25,000.00	
224,454.27	181,691.89	260,699.00	269,251.04	REVENUE	261,343.17	261,343.17	0.00
13,054.72	12,429.40	0.00	0.00	City Manager	0.00	0.00	
7,564.82	7,269.24	0.00	0.00	Deputy Recorder	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 3	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 2	0.00	0.00	
0.00	0.00	0.00	0.00	Commons Coordinator	32,800.00	32,800.00	
0.00	13,165.45	0.00	0.00	Community Services Coordinator	0.00	0.00	
0.00	0.00	0.00	1,200.00	Water Lead	1,200.00	1,200.00	
184.82	86.94	0.00	200.00	Wastewater Lead	500.00	500.00	
325.47	849.68	0.00	1,000.00	Field Utility 2	1,000.00	1,000.00	
257.43	298.46	0.00	250.00	Field Utility 1	300.00	300.00	
0.00	276.16	0.00	200.00	Field Utility	300.00	300.00	
2,386.51	4,114.77	0.00	300.00	Fringe Benefits	3,800.00	3,800.00	
3,737.10	10,327.88	0.00	1,000.00	Insurance Benefits	11,900.00	11,900.00	
2,276.95	2,844.90	0.00	600.00	Regular PERS System	5,800.00	5,800.00	
29,787.82	51,662.88	0.00	4,750.00	PERSONNEL	57,600.00	57,600.00	0.00
3,772.61	4,129.00	4,700.00	4,332.87	Insurance	4,700.00	4,700.00	
455.64	0.00	500.00	200.00	Office Materials & Supplies	500.00	500.00	
523.86	509.60	1,000.00	125.00	Telephones/Cell Phones/DSL	150.00	150.00	
5,105.80	4,654.51	6,000.00	4,500.00	Utilities	5,000.00	5,000.00	
42,458.00	0.00	20,000.00	6,000.00	Contract Expense (all Professional, IGA & Personal Svcs)	0.00	0.00	
467.84	85.45	500.00	0.00	Tools and Small Equipment	500.00	500.00	
26,354.50	10,975.22	40,000.00	40,000.00	Building and Land Maintenance	45,000.00	45,000.00	
8,673.09	4,047.19	20,000.00	17,500.00	Custodial Support/Supplies	20,000.00	20,000.00	
0.00	600.00	0.00	4,500.00	Parks/Grounds Maintenance	0.00	0.00	
0.00	364.00	0.00	0.00	Comm Support/Beatification	0.00	0.00	
1,100.00	0.00	1,500.00	1,000.00	Mowing	1,500.00	1,500.00	
844.97	213.00	500.00	16,000.00	Material and Services	0.00	0.00	
0.00	0.00	10,000.00	10,000.00	Operating Contingency	7,500.00	7,500.00	
89,756.31	25,577.97	104,700.00	104,157.87	MATERIALS AND SERVICES	84,850.00	84,850.00	0.00
27,000.00	0.00	10,000.00	10,000.00	Transfer out Cap Res	10,000.00	10,000.00	0.00
27,000.00	0.00	10,000.00	10,000.00	TRANSFERS	10,000.00	10,000.00	0.00
146,544.13	77,240.85	114,700.00	118,907.87	TOTAL EXPENSES	152,450.00	152,450.00	0.00
77,910.14	104,451.04	145,999.00	150,343.17	RESERVED FOR FUTURE YEARS	108,893.17	108,893.17	0.00
224,454.27	181,691.89	260,699.00	269,251.04	TOTAL REQUIREMENTS	261,343.17	261,343.17	0.00

Commons Capital Reserve

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
118,449.02	145,449.02	145,449.00	145,449.02	Beginning Balance	155,449.02	155,449.02	
0.00	0.00	0.00	0.00	Grants	0.00	0.00	
0.00	0.00	0.00	0.00	Visitor Amenities-Transfer in	0.00	0.00	
27,000.00	0.00	0.00	10,000.00	Commons Operations-Transfer In	10,000.00	10,000.00	
145,449.02	145,449.02	145,449.00	155,449.02	REVENUE	165,449.02	165,449.02	
0.00	0.00	6,000.00	0.00	Capitalized Labor	10,500.00	10,501.00	
0.00	0.00	6,000.00	0.00	PERSONNEL	10,500.00	10,501.00	
0.00	0.00	60,000.00	0.00	Capital Outlay - Improvement	97,500.00	97,500.00	
0.00	0.00	0.00	0.00	Capital Outlay - Buildings	32,000.00	32,000.00	
0.00	0.00	60,000.00	0.00	CAPITAL OUTLAY	129,500.00	129,500.00	
0.00	0.00	66,000.00	0.00	TOTAL EXPENSES	140,000.00	140,001.00	
145,449.02	145,449.02	79,449.00	155,449.02	RESERVE FOR FUTURE YEARS	25,449.02	25,448.02	
145,449.02	145,449.02	145,449.00	155,449.02	TOTAL REQUIREMENT	165,449.02	165,449.02	0.00

Library

The Yachats Public Library is primarily a volunteer lending library funded principally by the City of Yachats. It provides residents and visitors to the Yachats area with an open, public facility that provides resources for accessing and sharing both entertainment and information.

The Yachats Library Commission oversees the management and operation of the library and facilitates communications among the various entities involved in library related activities. Among these entities, the Commission works on a regular basis with:

- The Part-Time Head Librarian and volunteer Children's Librarian provide ongoing, hands-on management of library operations.
- The library's volunteers who (a) provide staff for the library, (b) serve those who visit the library, (c) stock and maintain library shelves and displays, (d) prepare books for fundraising sales, and (e) perform any number of other vital, behind-the-scenes activities.
- The Friends of the Yachats Library, an independent, non-profit organization that supports and promotes library service to the Yachats area, including raising money to help fund library operations, finance improvements, maintain facilities, and provide resources for other vital library-related expenses.
- City of Yachats administrative staff who provide advice and support to help ensure that library activities and library infrastructure are functionally and technically sound.
- The Yachats City Council who need periodic and timely updates as to the library's status, activities, and goals.
- The citizens and visitors to the Yachats area who are the primary beneficiaries of this important local institution.

In addition, the Library Commission periodically reviews library policy, develops strategic short-term and long-range plans, and acts as a conduit for library-related discussion and concerns.

Library Operating Costs

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
0.00	8,122.08	25,229.00	28,700.20	Beginning Balance	46,407.58	46,407.58	
1,587.00	0.00	500.00	149.50	Gifts/Donations	500.00	500.00	
155.75	936.15	0.00	0.00	Grants	0.00	0.00	
1,000.00	1,000.00	1,000.00	0.00	Other State Sources	1,000.00	1,000.00	
27,549.00	34,547.00	33,100.00	33,100.00	Transfer in General Fund	25,000.00	25,000.00	
11,807.00	12,020.00	0.00	0.00	Transfer in Visitor Amenity	0.00	0.00	
42,098.75	56,625.23	59,829.00	61,949.70	REVENUE	72,907.58	72,907.58	0.00
1,004.19	956.06	0.00	0.00	City Manager	0.00	0.00	
581.90	559.00	0.00	0.00	Franchise Electricity	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 3	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 2	0.00	0.00	
				Part Time Librarian	13,000.00	13,000.00	
0.00	6,582.70	0.00	0.00	Community Services Coordinator	0.00	0.00	
372.24	73.06	0.00	900.00	Water Lead	1,000.00	1,000.00	
184.82	69.91	0.00	0.00	Wastewater Lead	0.00	0.00	
976.42	413.62	0.00	0.00	Field Utility 2	0.00	0.00	
0.00	36.38	0.00	0.00	Field Utility 1	0.00	0.00	
0.00	11.77	0.00	0.00	Field Utility	0.00	0.00	
347.27	987.14	0.00	100.00	Fringe Benefits	1,500.00	1,500.00	
833.59	4,067.11	0.00	250.00	Insurance Benefits	4,600.00	4,600.00	
474.79	519.11	0.00	180.00	Regular PERS System	2,200.00	2,200.00	
4,775.22	14,275.86	0.00	1,430.00	PERSONNEL	22,300.00	22,300.00	0.00
2,405.62	2,680.56	2,800.00	2,581.29	Insurance	2,800.00	2,800.00	
797.07	663.30	1,500.00	200.00	Office Materials & Supplies	1,000.00	1,000.00	
1,593.00	1,148.10	1,600.00	700.00	Telephones/Cell Phones/DSL	1,600.00	1,600.00	
1,741.45	1,671.35	1,700.00	1,000.00	Utilities	1,700.00	1,700.00	
6,667.06	0.00	0.00	0.00	Contract Expense (Prof Svc)	0.00	0.00	
133.00	0.00	200.00	0.00	Legal	0.00	0.00	
50.00	0.00	3,500.00	750.00	Software	1,000.00	1,000.00	
0.00	0.00	2,500.00	0.00	Equipment Repair	500.00	500.00	
1,915.79	2,037.79	5,000.00	2,930.00	Building and Land Maintenance	3,000.00	3,000.00	
131.99	296.29	2,000.00	3,000.00	Custodial Support/Supplies	3,500.00	3,500.00	
519.71	0.00	0.00	0.00	Operating Materials & Supplies	0.00	0.00	
				Books and Periodicals\Children's			
8,973.76	4,707.78	12,500.00	8,000.00	Books/Programs	10,000.00	10,000.00	
482.00	244.00	300.00	100.00	Mowing/Trimming/Removal	300.00	300.00	
191.00	200.00	1,900.00	110.00	Material and Services	0.00	0.00	
0.00	0.00	1,900.00	1,900.00	Operating Contingency	2,500.00	2,500.00	
25,601.45	13,649.17	37,400.00	21,271.29	MATERIALS AND SERVICES	27,900.00	27,900.00	0.00
3,600.00	0.00	0.00	0.00	Transfer out Cap Res	0.00	0.00	0.00
3,600.00	0.00	0.00	0.00	TRANSFERS	0.00	0.00	0.00
33,976.67	27,925.03	37,400.00	15,542.12	TOTAL EXPENSES	50,200.00	50,200.00	0.00
8,122.08	28,700.20	22,429.00	46,407.58	RESERVED FOR FUTURE YEARS	22,707.58	22,707.58	0.00
42,098.75	56,625.23	59,829.00	61,949.70	TOTAL REQUIREMENTS	72,907.58	72,907.58	0.00

Library Capital Reserve

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
92,453.40	156,638.40	140,875.00	141,781.50	Beginning Balance	97,781.50	97,781.50	
150,000.00	150,000.00	150,000.00	150,000.00	Beginning Balance-Hall Bequest	150,000.00	150,000.00	
0.00	0.00	0.00	0.00	Gifts/Donations/Fundraising	100,000.00	100,000.00	
0.00	0.00	0.00	0.00	Grants	0.00	0.00	
60,585.00	0.00	0.00	0.00	Transfer in General Fund	0.00	0.00	
3,600.00	0.00	0.00	0.00	Transfer from Library Oper.	0.00	0.00	
306,638.40	306,638.40	290,875.00	291,781.50	REVENUE	347,781.50	347,781.50	0.00
0.00	0.00	0.00	0.00	City Manager	0.00	0.00	
0.00	0.00	0.00	0.00	Community Services Coordinator	0.00	0.00	
0.00	0.00	0.00	0.00	Fringe Benefits	0.00	0.00	
0.00	0.00	0.00	0.00	Insurance Benefits	0.00	0.00	
0.00	0.00	0.00	0.00	Regular PERS System	0.00	0.00	
0.00	0.00	7,500.00	4,000.00	Capitalized Labor-Project management	26,000.00	26,000.00	0.00
0.00	0.00	7,500.00	4,000.00	PERSONNEL	26,000.00	26,000.00	0.00
0.00	14,856.90	50,000.00	40,000.00	Capital Outlay - Buildings	312,000.00	312,000.00	0.00
0.00	14,856.90	50,000.00	40,000.00	CAPITAL OUTLAY	312,000.00	312,000.00	0.00
0.00	14,856.90	57,500.00	44,000.00	TOTAL EXPENSES	338,000.00	338,000.00	0.00
306,638.40	291,781.50	233,375.00	247,781.50	RESERVE FOR FUTURE YEARS	9,781.50	9,781.50	0.00
306,638.40	306,638.40	290,875.00	291,781.50	TOTAL REQUIREMENT	347,781.50	347,781.50	0.00

Little Log Church Museum

The Little Log Church Museum was built in the late 1920s by community volunteers using local timber hauled down the Yachats River. It was completed and dedicated in 1930. The church and property were sold to the Oregon Historical Society in 1969 when the congregation outgrew this site. It became a museum in 1970 and was deeded to the city of Yachats in 1986 for continued use for public purposes. The Little Log Church Museum houses photographs of the area, settler exhibits, and works by former resident artists and authors. It receives between 2,000 – 2,500 visitors annually.

Little Log Church Museum Operating Costs

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
583.34	6,721.79	17.00	0.00	Beginning Balance	3,272.28	3,272.28	
1,459.00	0.00	0.00	115.00	Rents or Fees	0.00	0.00	
303.00	0.00	0.00	0.00	Inventory Sale	0.00	0.00	
1,176.00	0.00	0.00	0.00	Gifts/Donations	0.00	0.00	
93.78	840.44	0.00	0.00	Grants	0.00	0.00	
5,279.00	6,182.63	8,750.00	8,750.00	Transfer in General Fund	5,250.00	5,250.00	
15,836.00	10,131.00	26,250.00	26,250.00	Transfer in Visitor Amenity	15,750.00	15,750.00	
24,730.12	23,875.86	35,017.00	35,115.00	REVENUE	24,272.28	24,272.28	0.00
1,004.19	956.10	0.00	0.00	Franchise Electricity	0.00	0.00	
581.87	559.15	0.00	0.00	Deputy Recorder	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 3	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 2	0.00	0.00	
0.00	6,582.69	0.00	0.00	Community Services Coordinator	0.00	0.00	
0.00	0.00	0.00	400.00	Water Lead	500.00	500.00	
184.72	224.61	0.00	200.00	Wastewater Lead	0.00	0.00	
325.50	319.46	0.00	0.00	Field Utility 2	0.00	0.00	
386.87	138.13	0.00	25.00	Field Utility 1	0.00	0.00	
0.00	42.87	0.00	25.00	Field Utility	0.00	0.00	
276.34	1,001.47	0.00	50.00	Fringe Benefits	100.00	100.00	
646.90	3,812.65	0.00	150.00	Insurance Benefits	200.00	200.00	
299.13	520.21	0.00	100.00	Regular PERS System	100.00	100.00	
3,705.52	14,157.34	0.00	950.00	PERSONNEL	900.00	900.00	0.00
188.00	188.00	200.00	188.00	Marketing/Road Sign	200.00	200.00	
2,084.18	2,311.66	2,500.00	2,304.72	Insurance	2,500.00	2,500.00	
719.41	586.29	650.00	450.00	Telephones/Cell Phones/DSL	650.00	650.00	
1,723.41	1,491.50	1,750.00	1,000.00	Utilities	1,750.00	1,750.00	
4,344.00	3,994.27	10,000.00	22,000.00	Building and Land Maintenance	10,000.00	10,000.00	
0.00	0.00	0.00	0.00	Inventory Purchase	0.00	0.00	
0.00	0.00	0.00	0.00	Inventory and Vehicles Purchases	0.00	0.00	
0.00	600.00	0.00	4,350.00	Parks/Grounds Maintenance	5,400.00	5,400.00	
0.00	0.00	0.00	0.00	Equipment & Furniture	0.00	0.00	
574.00	518.00	600.00	600.00	Mowing/Trimming/Removal	600.00	600.00	
69.81	28.80	200.00	0.00	Material and Services	0.00	0.00	
0.00	0.00	0.00	0.00	Operating Contingency	0.00	0.00	
9,702.81	9,718.52	15,900.00	30,892.72	MATERIALS AND SERVICES	21,100.00	21,100.00	0.00
4,600.00	0.00	0.00	0.00	Transfer out Cap Res	0.00	0.00	0.00
4,600.00	0.00	0.00	0.00	TRANSFERS	0.00	0.00	0.00
18,008.33	23,875.86	15,900.00	31,842.72	TOTAL EXPENSES	22,000.00	22,000.00	0.00
6,721.79	0.00	19,117.00	3,272.28	RESERVED FOR FUTURE YEARS	2,272.28	2,272.28	0.00
24,730.12	23,875.86	35,017.00	35,115.00	TOTAL REQUIREMENTS	24,272.28	24,272.28	0.00

Little Log Church Museum Capital Reserve

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
213,077.50	208,077.50	207,622.00	208,077.50	Beginning Balance	208,077.50	208,077.50	
0.00	0.00	0.00	0.00	Gifts/Donations/Fundraising	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer in General Fund	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer in Visitor Amenity	0.00	0.00	
4,600.00	0.00	0.00	0.00	LLCM Operations - Transfer In	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer Parks & Common Reserv	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer from Capital Reserve	0.00	0.00	
217,677.50	208,077.50	207,622.00	208,077.50	REVENUE	208,077.50	208,077.50	0.00
0.00	0.00	22,500.00	0.00	Capitalized Labor	0.00	0.00	
0.00	0.00	22,500.00	0.00	PERSONNEL	0.00	0.00	0.00
9,600.00	0.00	150,000.00	0.00	Capital Outlay - Buildings	187,000.00	187,000.00	
9,600.00	0.00	150,000.00	0.00	CAPITAL OUTLAY	187,000.00	187,000.00	0.00
9,600.00	0.00	172,500.00	0.00	TOTAL EXPENSES	187,000.00	187,000.00	0.00
208,077.50	208,077.50	35,122.00	208,077.50	RESERVE FOR FUTURE YEARS	21,077.50	21,077.50	0.00
217,677.50	208,077.50	207,622.00	208,077.50	TOTAL REQUIREMENT	208,077.50	208,077.50	0.00

Parks & Trails

Formally adopted by the City of Yachats in 2009, the Yachats all-volunteer Trails Committee meets twice or more monthly (weather permitting) to maintain and develop hiking trails throughout the Yachats region. Additionally, the Committee has taken-up the task of removing invasive weeds on city property and replacing with native plants. This Committee often collaborates with the Siuslaw National Forest, Oregon Parks Recreation Department, Angell Job Corps, and other agencies to make our trail system the best regionally.

Parks & Trails Operating Costs

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
14,052.98	16,879.00	147.00	0.00	Beginning Balance	24,102.80	24,102.80	
0.00	0.00	0.00	0.00	Rents or Fees	0.00	0.00	
48.02	154.18	0.00	0.00	Grants	0.00	0.00	
5,888.00	1,838.31	0.00	0.00	Transfer in General Fund	0.00	0.00	
17,663.00	2,151.00	40,000.00	40,000.00	Transfer in Visitor Amenity	25,000.00	25,000.00	
37,652.00	21,022.49	40,147.00	40,000.00	REVENUE	49,102.80	49,102.80	0.00
0.00	773.10	0.00	2,500.00	Water Lead	3,000.00	3,000.00	
369.65	363.04	0.00	200.00	Wastewater Lead	200.00	200.00	
2,603.84	2,405.63	0.00	750.00	Franchise Electricity	800.00	800.00	
1,581.75	745.68	0.00	500.00	Field Utility 1	500.00	500.00	
0.00	441.23	0.00	200.00	Field Utility	200.00	200.00	
504.96	521.26	0.00	500.00	Fringe Benefits	500.00	500.00	
1,962.71	2,219.59	0.00	1,500.00	Insurance Benefits	1,600.00	1,600.00	
795.40	869.03	0.00	900.00	Regular PERS System	800.00	800.00	
7,818.31	8,338.56	0.00	7,050.00	PERSONNEL	7,600.00	7,600.00	0.00
0.00	0.00	0.00	0.00	Dues & Memberships	500.00	500.00	
728.00	0.00	0.00	38.75	Marketing	0.00	0.00	
1,140.04	0.00	1,300.00	1,198.45	Insurance	1,300.00	1,300.00	
3,080.93	689.88	6,500.00	1,350.00	Trails Maintenance/Supplies/Services	6,500.00	6,500.00	
816.61	2,471.88	1,800.00	60.00	Printing (Maps & Signs)	1,500.00	1,500.00	
0.00	0.00	0.00	200.00	Utilities	200.00	200.00	
0.00	0.00	0.00	0.00	Contract Expense (Prof Svc)	0.00	0.00	
0.00	0.00	500.00	0.00	Travel	500.00	500.00	
373.65	275.96	700.00	0.00	Tools and Small Equipment	700.00	700.00	
900.00	1,448.46	3,000.00	0.00	Building and Land Maintenance	0.00	0.00	
3,348.84	2,407.18	1,600.00	2,500.00	Parks/Grounds Maintenance	3,000.00	3,000.00	
0.00	263.48	500.00	0.00	Equipment & Furniture	0.00	0.00	
1,095.00	3,179.70	7,500.00	3,500.00	Mowing - including ballfield	4,000.00	4,000.00	
0.00	900.00	3,300.00	0.00	Tree Removal/Trimming	1,000.00	1,000.00	
1,471.62	1,047.39	2,000.00	0.00	Material and Services	0.00	0.00	
0.00	0.00	0.00		Operating Contingency	0.00	0.00	
12,954.69	12,683.93	28,700.00	8,847.20	MATERIALS AND SERVICES	19,200.00	19,200.00	0.00
20,773.00	21,022.49	28,700.00	15,897.20	TOTAL EXPENSES	26,800.00	26,800.00	0.00
16,879.00	0.00	11,447.00	24,102.80	RESERVED FOR FUTURE YEARS	22,302.80	22,302.80	0.00
37,652.00	21,022.49	40,147.00	40,000.00	TOTAL REQUIREMENTS	49,102.80	49,102.80	0.00

Parks & Trails Capital Reserve

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
103,485.55	153,485.55	103,486.00	135,155.55	Beginning Balance	153,761.81	153,761.81	
0.00	0.00	0.00		Gifts/Donations/Fundraising	100,000.00	100,000.00	
0.00	0.00	0.00	0.00	Grants-	100,000.00	100,000.00	
0.00	0.00	125,000.00	0.00	804 Trail Mitigation	238,000.00	238,000.00	
0.00	0.00	50,000.00	50,000.00	Transfer in General Fund (City Hall)	0.00	0.00	
50,000.00	0.00	0.00	0.00	Transfer in Visitor Amenity	300,000.00	300,000.00	
0.00	0.00	0.00	0.00	Urban Renewal Contribution	0.00	0.00	
0.00	0.00	44,000.00	44,000.00	Transfer in Urban Renewal	28,000.00	28,000.00	
153,485.55	153,485.55	322,486.00	229,155.55	REVENUE	919,761.81	919,761.81	0.00
0.00	0.00	0.00	0.00	City Manager	0.00	0.00	
0.00	0.00	0.00	0.00	Community Services Coordinator	0.00	0.00	
0.00	0.00	0.00	239.56	Water Lead	0.00	0.00	
0.00	0.00	0.00	24.47	Fringe Benefits	0.00	0.00	
0.00	0.00	0.00	79.40	Insurance Benefits	0.00	0.00	
0.00	0.00	0.00	50.31	Regular PERS System	0.00	0.00	
0.00	0.00	7,500.00	0.00	Capitalized Labor	94,400.00	94,400.00	
0.00	0.00	7,500.00	393.74	PERSONNEL	94,400.00	94,400.00	0.00
0.00	18,330.00	117,500.00	75,000.00	Capital Outlay-Infrastructure	399,600.00	399,600.00	
0.00	18,330.00	117,500.00	75,000.00	CAPITAL OUTLAY	399,600.00	399,600.00	0.00
0.00	18,330.00	125,000.00	75,393.74	TOTAL EXPENSES	494,000.00	494,000.00	0.00
153,485.55	135,155.55	197,486.00	153,761.81	RESERVE FOR FUTURE YEARS	425,761.81	425,761.81	0.00
153,485.55	153,485.55	322,486.00	229,155.55	TOTAL REQUIREMENT	919,761.81	919,761.81	0.00

Public Works

The Public Works Division is responsible for operation and maintenance of the City's infrastructure including: water, wastewater, storm drains, and streets. Public Works provides critical services 24/7 to all residents.

Public Works Commission

The Public Works Commission is composed of up to seven Yachats citizens who have an interest in how the City Water, Wastewater, Streets, and Storm Drains are maintained, serviced, and other projects used to expand service. This also includes an understanding of how these services are paid for. The primary requirements for Commissioners are willingness to learn and a sense of curiosity of how these systems work and how delivery of these services is accomplished.

Funding:

Water and Wastewater services are paid by utility customers. Streets are paid for from the Yachats share of Oregon Department of Transportation funds, grants and transfers from other City funds. Storm Drains are paid for from transfers from other City funds.

Public Works Commission Functions:

- Prepare recommendations to the City Manager and City Council for rules, regulations, and standards for the operation and use of Public Works systems.
- Prepare recommendations for future development, improvements, and maintenance for Public Works systems with the help of City Staff.
- Review all rates and fees for funding and improvements for all Public Works systems and prepare recommendations to the City Manager and City Council as part of the annual City Budget Process.
- Serve as the City Public and Traffic Safety Committee.
- Review monthly Budget Reports for all Public Works systems including Capital Improvement projects.
- Serve as the Franchise Review Committee for reviewing City Franchise agreements and make recommendations to the City Manager and City Council.
- Serve as liaison to various Lincoln County Committees or Work Groups associated with Public Works systems.
- Serve as the sponsoring Commission for the Emergency Preparedness Committee.

Public Works Commission Goals:

- Sponsor and assist with a review of the current utility billing system rates to ensure that capital reserves are adequate to fund future projects.
- Sponsor a review of options to increase the available water supply especially during July through October.
- Assist with development of a tree management program focused on trees effecting City property.

Emergency Preparedness Committee

The Emergency Preparedness Committee is composed of Yachats Citizens, City Staff, and other Lincoln County residents who have an interest in how the City and surrounding areas prepare to withstand various natural, accidental, and human caused life threatening events. This includes events such as Tsunamis, earthquakes, storms, fires, biological outbreaks, and landslides. The primary requirements to serve are willingness to learn and a sense of curiosity of how the City and citizens can protect institutions and themselves.

Funding

Committee activities are supported by volunteer efforts, City funds, and grants. Any request for City funds or grants must be reviewed and recommended by the Public Works and Street Commission before they can be sent for consideration by the City Manager and City Council.

Functions

- Maintain the City's Storm Ready and Tsunami Ready certification.
- Conduct events and exercises to improve City resilience when an emergency occurs.
- Conduct events and exercises to improve Citizen Awareness of how to cope with an emergency event.
- Maintain a working liaison with the Yachats Rural Fire Protection District.
- Maintain a working liaison with Lincoln County organizations on Emergency Preparedness functions.
- Maintain a list of City Staff and Citizens who completed FEMA/NIMS training courses.

Goals

- Develop projects to address the lessons learned during the September 2019 Tabletop Exercise.
- Update Incident Staff descriptions.
- Develop Tsunami Evacuation Plan.
- Update the list of City Staff and City Volunteers who have completed FEMA/NIMS training courses.
- Refresh contents of North and South storage containers.

Street Operations

The Streets Operations program is responsible for the repair and maintenance of streets, sidewalks, streetlights, signs and markings.

Streets Operating Costs

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
93,513.00	43,349.75	350.00	14,572.31	Beginning Balance	76,346.40	76,346.40	
391.57	699.76	0.00		Grants	0.00	0.00	
53,451.89	57,413.94	50,000.00	45,000.00	Tax - State Highway	50,000.00	50,000.00	
2,000.00	1,300.00	61,000.00	61,000.00	Transfer in General Fund	0.00	0.00	
149,356.46	102,763.45	111,350.00	120,572.31	REVENUE	126,346.40	126,346.40	0.00
0.00	75.55	0.00	0.00	City Manager	0.00	0.00	
0.00	0.00	0.00	0.00	Deputy Recorder	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 3	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 2 or equivalent	0.00	0.00	
21,817.31	6,221.71	5,000.00	2,400.00	Water Lead	3,000.00	3,000.00	
905.88	3,555.93	5,000.00	3,800.00	Wastewater Lead	4,000.00	4,000.00	
1,851.36	4,050.21	4,000.00	3,500.00	Field Utility 2	4,000.00	4,000.00	
1,742.86	2,117.36	4,000.00	3,500.00	Field Utility 1	3,000.00	3,000.00	
0.00	1,103.67	1,400.00	1,500.00	Field Utility	1,500.00	1,500.00	
2,512.58	1,876.25	2,200.00	1,500.00	Fringe Benefits	1,700.00	1,700.00	
9,130.25	6,279.39	5,800.00	5,500.00	Insurance Benefits	5,100.00	5,100.00	
5,832.67	2,942.98	2,900.00	2,500.00	Regular PERS System	2,500.00	2,500.00	
43,792.91	28,223.05	30,300.00	24,200.00	PERSONNEL	24,800.00	24,800.00	0.00
4,697.78	2,293.09	3,000.00	2,765.66	Insurance	3,000.00	3,000.00	
				Contract Expense (all Professional, IGA &			
228.00	0.00	0.00	0.00	Personal Svcs)	0.00	0.00	
988.00	0.00	0.00	0.00	Legal	0.00	0.00	
0.00	0.00	750.00	0.00	Equipment Lease and Rental	750.00	750.00	
2,636.59	1,899.31	2,900.00	2,900.00	Equipment Fuel/Tires/Parts	3,500.00	3,500.00	
1,127.48	339.07	1,000.00	0.00	Equipment Repair	1,000.00	1,000.00	
78.57	1,222.67	1,000.00	0.00	Tools and Small Equipment	500.00	500.00	
1,763.69	3,584.18	5,000.00	1,200.00	Parts	3,500.00	3,500.00	
883.84	249.04	700.00	750.00	Consumables	1,000.00	1,000.00	
1,138.00	4,064.00	4,000.00	750.00	Outside Services	1,000.00	1,000.00	
18,872.36	19,350.26	20,000.00	18,000.00	Street Lighting	20,000.00	20,000.00	
25,526.00	20,151.00	13,700.00	11,000.00	Mowing	13,700.00	13,700.00	
0.00	6,800.00	20,000.00	5,000.00	Tree Removal/Trimming	10,000.00	10,000.00	
1,273.49	15.47	0.00	0.00	Material and Services	0.00	0.00	
59,213.80	59,968.09	72,050.00	42,365.66	MATERIALS AND SERVICES	57,950.00	57,950.00	0.00
3,000.00	0.00	3,000.00	3,000.00	Transfer out Cap Res Equip	0.00	0.00	
3,000.00	0.00	3,000.00	3,000.00	TRANSFERS	0.00	0.00	0.00
106,006.71	88,191.14	105,350.00	44,225.91	TOTAL EXPENSES	82,750.00	82,750.00	0.00
43,349.75	14,572.31	6,000.00	76,346.40	RESERVED FOR FUTURE YEARS	43,596.40	43,596.40	0.00
149,356.46	102,763.45	111,350.00	120,572.31	TOTAL REQUIREMENTS	126,346.40	126,346.40	0.00

Streets Capital Reserve

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Adopted Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
437,840.92	316,866.67	316,852.94	315,906.01	Beginning Balance	93,906.01	93,906.01	
99,253.11	0.00	0.00	0.00	Grants	100,000.00	100,000.00	
0.00	2,951.15	0.00	0.00	Transfer In-Hwy 101 Gen Constr	0.00	0.00	
3,000.00	0.00	3,000.00	3,000.00	Transfer from Streets Oper.	0.00	0.00	
5,000.00	5,000.00	0.00	0.00	Water - 50 Cent Per Meter	0.00	0.00	
5,000.00	5,000.00	0.00	0.00	Wastewater - 50 Cent Per Meter	0.00	0.00	
0.00	0.00	100,000.00	100,000.00	Transfer in General Fund	4,000.00	4,000.00	
25,000.00	0.00	0.00	0.00	Transfer in Visitor Amenity	0.00	0.00	
0.00	112,500.00	200,000.00	200,000.00	Urban Renewal Contribution	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer Street Reserves Generated	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer from General Reserve	0.00	0.00	
0.00	0.00	30,000.00	30,000.00	Transfer from Urban Renewal	13,000.00	13,000.00	
575,094.03	442,317.82	649,852.94	648,906.01	REVENUE	210,906.01	210,906.01	0.00
9,176.30	4,564.10	9,300.00	7,500.00	Capitalized Labor	10,000.00	10,000.00	
9,176.30	4,564.10	9,300.00	7,500.00	PERSONNEL	10,000.00	10,000.00	0.00
4,312.50	0.00	0.00	0.00	Capital Outlay - Gateway Sign	0.00	0.00	
244,738.56	9,347.71	93,000.00	22,500.00	Capital Outlay - Street Projects	190,000.00	190,000.00	
249,051.06	9,347.71	93,000.00	22,500.00	CAPITAL OUTLAY	190,000.00	190,000.00	0.00
0.00	112,500.00	0.00	0.00	Transfer to Water Capital Reserve	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer to Wastewater Capital Reserve	0.00	0.00	
0.00	0.00	200,000.00	200,000.00	Transfer to City Hall Operations	0.00	0.00	
0.00	0.00	325,000.00	325,000.00	Transfer to Visitor Amenities	0.00	0.00	
0.00	112,500.00	525,000.00	525,000.00	TRANSFERS	0.00	0.00	0.00
258,227.36	126,411.81	627,300.00	555,000.00	TOTAL EXPENSES	200,000.00	200,000.00	0.00
316,866.67	315,906.01	22,552.94	93,906.01	RESERVED FOR FUTURE YEARS	10,906.01	10,906.01	0.00
575,094.03	442,317.82	649,852.94	648,906.01	TOTAL REQUIREMENTS	210,906.01	210,906.01	0.00

Storm Drain Operations

The Storm Drains Operations program provides a safe and reliable Storm Drains system and implements watershed protection and restoration actions that consistently promote surface water quality, along with ocean and stream health.

Storm Drain Operating Costs

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
110,146.00	88,494.83	59,032.00	68,823.84	Beginning Balance	60,088.73	60,088.73	
114.33	353.10	0.00	0.00	Grants	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer in General Fund	0.00	0.00	
110,260.33	88,847.93	59,032.00	68,823.84	REVENUE	60,088.73	60,088.73	0.00
0.00	0.00	0.00	0.00	City Manager	0.00	0.00	
0.00	0.00	0.00	0.00	Deputy Recorder	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 3	0.00	0.00	
0.00	0.00	0.00	0.00	City Clerk 2	0.00	0.00	
153.51	518.65	1,000.00	1,200.00	Water Lead	2,000.00	2,000.00	
1,561.89	2,738.25	5,000.00	2,500.00	Wastewater Lead	2,800.00	2,800.00	
5,858.63	4,496.13	4,000.00	1,500.00	Field Utility 2	2,000.00	2,000.00	
3,100.86	1,927.82	2,000.00	900.00	Field Utility 1	2,400.00	2,400.00	
0.00	731.27	300.00	450.00	Field Utility	1,600.00	1,600.00	
1,183.04	1,148.27	1,800.00	600.00	Fringe Benefits	1,100.00	1,100.00	
4,517.30	3,951.69	4,900.00	2,250.00	Insurance Benefits	3,500.00	3,500.00	
1,966.62	1,724.14	2,500.00	1,000.00	Regular PERS System	1,700.00	1,700.00	
18,341.85	17,236.22	21,500.00	10,400.00	PERSONNEL	17,100.00	17,100.00	0.00
0.00	0.00	0.00	0.00	Contract Expense (Prof Svc)	0.00	0.00	
3,192.76	0.00	1,500.00	0.00	Equipment Repair	1,500.00	1,500.00	
0.00	0.00	1,500.00	500.00	Tools and Small Equipment	1,500.00	1,500.00	
230.89	483.23	6,000.00	500.00	Storm Drain Parts	6,000.00	6,000.00	
0.00	0.00	500.00	500.00	Storm Drain Consumables	500.00	500.00	
0.00	2,304.64	2,500.00	500.00	Storm Drain Outside Services	2,500.00	2,500.00	
3,423.65	2,787.87	12,000.00	2,000.00	MATERIALS AND SERVICES	12,000.00	12,000.00	0.00
21,765.50	20,024.09	33,500.00	8,735.11	TOTAL EXPENSES	29,100.00	29,100.00	0.00
88,494.83	68,823.84	25,532.00	60,088.73	YEARS	30,988.73	30,988.73	0.00
110,260.33	88,847.93	59,032.00	68,823.84	TOTAL REQUIREMENTS	60,088.73	60,088.73	0.00

Storm Drains Capital Reserve

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Adopted Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
0.00	40,000.00	40,000.00	40,000.00	Beginning Balance	80,000.00	80,000.00	
0.00	0.00	50,000.00	50,000.00	Transfer from Urban Renewal	50,000.00	50,000.00	
40,000.00	0.00	0.00	0.00	Transfer in General Fund	0.00	0.00	
40,000.00	40,000.00	90,000.00	90,000.00	REVENUE	130,000.00	130,000.00	0.00
0.00	0.00	3,500.00	0.00	Capitalized Labor	5,000.00	3,500.00	
0.00	0.00	0.00	0.00	Allocated Labor	0.00	0.00	
0.00	0.00	3,500.00	0.00	PERSONNEL	5,000.00	3,500.00	0.00
0.00	0.00	0.00	0.00	Capital Outlay - Improvement	0.00	0.00	
0.00	0.00	0.00	0.00	Capital Outlay-Infrastructure	35,000.00	35,000.00	
0.00	0.00	35,000.00	10,000.00	Capital Outlay-Storm Master Plan	50,000.00	50,000.00	
0.00	0.00	35,000.00	10,000.00	CAPITAL OUTLAY	85,000.00	50,000.00	0.00
0.00	0.00	38,500.00	10,000.00	TOTAL EXPENSES	90,000.00	53,500.00	0.00
40,000.00	40,000.00	51,500.00	80,000.00	RESERVED FOR FUTURE YEARS	40,000.00	76,500.00	0.00
40,000.00	40,000.00	90,000.00	90,000.00	TOTAL REQUIREMENTS	130,000.00	130,000.00	0.00

Enterprise Funds

Enterprise Funds are funds for the acquisition, operation, and maintenance of city facilities and services that are self-supporting through service charges to customers. The Water and Wastewater funds are the City of Yachats' enterprise funds.

Enterprise Fund - Water Operations

The Water Operation program's primary responsibility is to repair, maintain, and improve the water system, while providing a high quality, dependable water supply to its customers.

Water Operating Costs

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
164,050.48	330,623.50	100,987.00	138,055.77	Beginning Balance	268,625.21	268,625.21	
740,833.13	731,065.43	720,000.00	791,861.97	Water/Wastewater Services	830,000.00	830,000.00	
41,263.43	24,139.82	0.00	0.00	Capital Reserve Fee	0.00	0.00	
10,600.00	5,950.00	6,000.00	5,100.00	Installation Charges	6,000.00	6,000.00	
2,998.15	1,037.50	1,000.00	350.00	Rents or Fees	1,000.00	1,000.00	
3,557.21	6,470.91	0.00	0.00	Grants	0.00	38,400.00	
963,302.40	1,099,287.16	827,987.00	935,367.74	REVENUE	1,105,625.21	1,144,025.21	0.00
25,105.33	24,777.73	21,000.00	17,625.58	City Manager	23,800.00	23,800.00	
14,547.76	14,583.40	11,000.00	13,270.29	Deputy Recorder-Utility Billing System	0.00	0.00	
0.00	0.00	4,700.00	0.00	City Accountant	10,400.00	10,400.00	
0.00	0.00	12,500.00	0.00	Capital Projects Coordinator	11,200.00	11,200.00	
0.00	0.00	0.00	0.00	City Clerk 2 or equivalent	22,400.00	22,400.00	
0.00	0.00	20,000.00	0.00	Contracted Springbrook Support (M&S)	0.00	0.00	
0.00	0.00	0.00	0.00	Planner	6,700.00	6,700.00	
28,355.18	54,577.75	44,800.00	48,022.19	Water Lead	51,000.00	51,000.00	
3,584.54	7,316.29	0.00	5,293.73	Wastewater Lead	6,000.00	6,000.00	
35,661.91	36,707.51	36,000.00	46,449.85	Field Utility 2	41,400.00	41,400.00	
42,780.60	30,162.71	31,000.00	24,679.92	Field Utility 1	21,500.00	21,500.00	
0.00	8,811.93	7,000.00	8,543.26	Field Utility	7,000.00	7,000.00	
0.00	0.00	0.00	0.00	Succession Planning with License	13,100.00	26,100.00	
0.00	0.00	0.00	0.00	Succession Planning Entry Level	10,900.00	21,800.00	
17,906.81	20,408.45	19,500.00	16,836.75	Fringe Benefits	24,000.00	26,600.00	
56,310.93	61,543.36	45,200.00	54,058.25	Insurance Benefits	74,300.00	82,300.00	
25,414.08	29,021.72	34,000.00	30,176.67	Regular PERS System	36,000.00	39,900.00	
249,667.14	287,910.85	286,700.00	264,956.49	PERSONNEL	359,700.00	398,100.00	0.00
3,313.97	2,879.80	2,100.00	1,513.67	Dues & Memberships	2,100.00	2,100.00	
0.00	0.00	0.00	0.00	state Fees (delete DEQ Fees)	14,000.00	14,000.00	
5,280.84	5,507.88	5,200.00	5,200.00	Fee Expense	6,000.00	6,000.00	
19,214.09	18,983.12	20,000.00	18,437.76	Insurance	20,000.00	20,000.00	
9,071.39	10,921.55	8,700.00	19,034.29	Office Materials & Supplies	10,000.00	10,000.00	
11,635.92	10,810.98	10,500.00	6,500.00	Telephones/Cell Phones/DSL	9,500.00	9,500.00	
5,168.83	3,715.76	6,000.00	2,700.00	Postage	3,500.00	3,500.00	
939.87	771.36	1,500.00	200.00	Education and Training	1,500.00	1,500.00	
43,480.03	32,680.12	7,750.00	39,732.81	Contract Expense (all Professional, Accounting, IGA & Persn'l Svcs)	27,200.00	27,200.00	

Water Operating Costs, continued

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
4,174.13	4,500.00	4,500.00	4,500.00	Auditor	4,500.00	4,500.00	
978.33	70.00	1,000.00	400.00	Legal Expense	1,000.00	1,000.00	
20.88	78.00	1,000.00	500.00	Travel	1,000.00	1,000.00	
13,784.41	15,803.29	14,500.00	3,500.00	Software	14,500.00	14,500.00	
2,221.19	3,313.01	2,600.00	3,500.00	Equipment Lease and Rental	3,700.00	3,700.00	
3,850.04	3,306.38	5,500.00	3,600.00	Equipment Fuel/Tires/Parts	5,000.00	5,000.00	
10,231.95	445.56	2,500.00	500.00	Equipment Repair	1,500.00	1,500.00	
1,041.78	1,807.37	3,000.00	3,000.00	Tools and Small Equipment	4,700.00	4,700.00	
0.00	3,258.00	7,500.00	0.00	Building and Land Maintenance	7,500.00	7,500.00	
312.16	1,038.34	1,000.00	4,500.00	Custodial Support/Supplies	5,800.00	5,800.00	
23,736.36	20,426.17	25,000.00	18,000.00	Plant Utilities	25,000.00	25,000.00	
1,793.22	5,698.36	5,500.00	5,500.00	Main Plant Parts	10,000.00	10,000.00	
6,270.73	5,482.06	5,000.00	6,500.00	Main Plant Consumables	9,000.00	9,000.00	
26,613.08	24,486.32	25,000.00	25,000.00	Main Plant Outside Services & Monitors	35,000.00	35,000.00	
23,791.04	30,030.46	30,000.00	24,000.00	Parts	50,000.00	50,000.00	
2,302.67	872.43	2,500.00	300.00	Consumables	1,000.00	1,000.00	
11,088.66	9,569.22	5,000.00	5,000.00	Outside Services	10,000.00	10,000.00	
58.19	0.00	500.00	500.00	Equipment Repair/Maintenance	1,000.00	1,000.00	
9,638.00	8,865.00	9,000.00	6,000.00	Mowing	9,000.00	9,000.00	
0.00	0.00	20,000.00	0.00	Tree Removal/Trimming	20,000.00	20,000.00	
0.00	0.00	25,000.00	0.00	Operating Contingency	30,000.00	30,000.00	
240,011.76	225,320.54	257,350.00	208,118.53	MATERIALS AND SERVICES	343,000.00	343,000.00	0.00
100,000.00	400,000.00	200,000.00	200,000.00	Transfer out Cap Res to 660-1705	200,000.00	200,000.00	
43,000.00	48,000.00	43,000.00	43,000.00	Interfund Transfer Restricted to Debt 155	43,000.00	43,000.00	
143,000.00	448,000.00	243,000.00	243,000.00	TRANSFERS	243,000.00	243,000.00	0.00
632,678.90	961,231.39	787,050.00	666,742.53	TOTAL EXPENSES	945,700.00	984,100.00	0.00
330,623.50	138,055.77	40,937.00	268,625.21	RESERVED FOR FUTURE YEARS	159,925.21	159,925.21	0.00
963,302.40	1,099,287.16	827,987.00	935,367.74	TOTAL REQUIREMENTS	1,105,625.21	1,144,025.21	0.00

Water Capital Reserves

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Adopted Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
167,522.47	252,357.74	1,134,225.00	1,121,613.63	Beginning Balance	1,738,216.63	1,738,216.63	
0.00	1,385.49	1,500.00	3,250.00	Interest Earned	3,500.00	3,500.00	
18,000.00	0.00	0.00	0.00	Grants-June 2020 Masterplan Grant \$18k	0.00	0.00	
0.00	210,353.77	0.00	0.00	Transfer In-Gen Const S. Tank	0.00	0.00	
0.00	284,248.00	500,000.00	500,000.00	Transfer in General City Hall Ops	150,000.00	150,000.00	
0.00	70,000.00	12,000.00	12,000.00	Urban Renewal Contribution	4,000.00	4,000.00	
0.00	150,000.00	0.00	0.00	Transfer from Street Cap Reserve	0.00	0.00	
100,000.00	400,000.00	200,000.00	200,000.00	Transfer from Water Operations	200,000.00	200,000.00	
45,000.00	0.00	0.00	0.00	Transfer from SDC	0.00	0.00	
330,522.47	1,368,345.00	1,847,725.00	1,836,863.63	REVENUE	2,095,716.63	2,095,716.63	0.00
7,793.74	19,840.85	31,750.00	7,500.00	Capitalized Labor	80,000.00	80,000.00	
7,793.74	19,840.85	31,750.00	7,500.00	PERSONNEL	80,000.00	80,000.00	0.00
0.00	0.00	41,500.00	0.00	Capital Outlay - Infrastructure Systems	0.00	0.00	
0.00	84,775.35	35,000.00	16,000.00	Capital Outlay - Equipment	6,000.00	6,000.00	
70,370.99	142,115.17	241,000.00	75,147.00	Capital Outlay - Water systems	734,972.00	734,972.00	
70,370.99	226,890.52	317,500.00	91,147.00	CAPITAL OUTLAY	740,972.00	740,972.00	0.00
78,164.73	246,731.37	349,250.00	98,647.00	TOTAL EXPENSES	820,972.00	820,972.00	0.00
252,357.74	1,121,613.63	1,498,475.00	1,738,216.63	RESERVED FOR FUTURE YEARS	1,274,744.63	1,274,744.63	0.00
330,522.47	1,368,345.00	1,847,725.00	1,836,863.63	TOTAL REQUIREMENTS	2,095,716.63	2,095,716.63	0.00

Enterprise Fund - Wastewater Operations

The Wastewater Operation program operates and maintains a safe and reliable wastewater collection and treatment system that protects public health, the environment and meets or exceeds all regulatory standards.

The City also owns and maintains approximately 65,000 feet of sewer main pipe ranging from 6-inch to 12-inch in diameter, five pump stations and approximately 306 manholes.

The Oregon Department of Environmental Quality (DEQ) reclassified the Yachats Wastewater Treatment Plant (WWTP) as a Class III plant in 2019. This is an upgrade from Class II due to a miscalculation on the DEQ 2009 NPDES Fact Sheet & Permit Evaluation Report when the new facility was brought online.

Wastewater Operating Costs

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
178,721.29	265,946.20	157,153.71	157,153.71	Beginning Balance	229,888.08	229,888.08	
695,844.47	688,148.89	721,000.00	736,716.06	Water/Wastewater Services	772,000.00	772,000.00	
45,581.90	23,414.37	0.00	41.20	Capital Reserve Fee	0.00	0.00	
6,550.00	5,407.00	6,000.00	2,625.00	Installation Charges	6,000.00	6,000.00	
884.42	0.00	0.00	0.00	Rents or Fees	0.00	0.00	
5,103.06	10,625.03	0.00	0.00	Grants	0.00	38,400.00	
932,685.14	993,541.49	884,153.71	896,535.97	REVENUE	1,007,888.08	1,046,288.08	0.00
25,105.26	24,777.85	21,000.00	17,625.57	City Manager	23,800.00	23,800.00	
14,547.76	14,583.37	11,000.00	13,358.14	Deputy Recorder	0.00	0.00	
0.00	0.00	0.00	0.00	Planner	6,700.00	6,700.00	
0.00	0.00	4,700.00	0.00	City Accountant	10,400.00	10,400.00	
0.00	0.00	12,500.00	0.00	Capital Projects Coordinator	11,200.00	11,200.00	
0.00	0.00	0.00	0.00	City Clerk 2 or Equivalent	22,400.00	22,400.00	
0.00	0.00	20,000.00	0.00	Contracted Springbrook Support (M&S)	0.00	0.00	
6,886.35	2,450.32	0.00	238.35	Water Lead	500.00	500.00	
65,093.87	62,612.22	63,000.00	67,272.21	Wastewater Lead	57,000.00	57,000.00	
19,601.24	21,846.61	15,000.00	16,814.04	Field Utility 2	18,000.00	18,000.00	
58,587.12	20,093.79	15,000.00	28,964.65	Field Utility 1	26,700.00	26,700.00	
0.00	45,319.62	42,000.00	46,579.99	Field Utility	43,000.00	43,000.00	
0.00	0.00	0.00	0.00	Succession Planning with License	13,100.00	26,200.00	
0.00	0.00	0.00	0.00	Succession Planning Entry Level	10,900.00	21,800.00	
21,001.13	21,501.42	21,000.00	19,584.05	Fringe Benefits	25,900.00	28,600.00	
67,028.01	64,518.48	58,000.00	63,881.69	Insurance Benefits	80,400.00	88,300.00	
27,115.54	24,294.32	29,000.00	30,073.72	Regular PERS System	39,000.00	42,800.00	
304,966.28	301,998.00	312,200.00	304,392.41	PERSONNEL	389,000.00	427,400.00	0.00
1,734.97	1,540.80	1,550.00	1,550.00	Dues & Memberships	1,550.00	1,550.00	
2,515.00	3,230.00	4,500.00	3,100.00	State Fees (DEQ ,etc.)	3,100.00	3,100.00	
5,286.56	5,415.16	5,050.00	6,500.00	Fee Expense	7,000.00	7,000.00	
13,446.93	13,544.33	14,000.00	13,000.00	Insurance	14,000.00	14,000.00	
9,036.86	10,655.71	8,500.00	18,000.00	Office Materials & Supplies	10,000.00	10,000.00	
6,507.25	5,926.67	6,600.00	6,000.00	Telephones/Cell Phones/DSL	6,500.00	6,500.00	
5,168.81	3,715.78	6,000.00	2,700.00	Postage	4,000.00	4,000.00	
1,937.70	567.37	2,000.00	1,200.00	Education and Training	2,000.00	2,000.00	
43,498.55	31,114.14	43,000.00	56,000.00	Contract Expense (all Professional, IGA & Personal Svcs)	30,000.00	30,000.00	
4,174.13	4,500.00	5,000.00	4,500.00	Auditor	5,000.00	5,000.00	
978.33	70.00	1,000.00	0.00	Legal	1,000.00	1,000.00	
120.93	78.00	1,000.00	0.00	Travel	1,000.00	1,000.00	
14,072.56	15,702.31	14,000.00	6,000.00	Software	6,500.00	6,500.00	
2,287.18	3,313.01	2,500.00	6,300.00	Equipment Lease and Rental	3,500.00	3,500.00	
3,499.78	2,952.16	5,000.00	4,000.00	Equipment Fuel/Tires/Parts	5,000.00	5,000.00	
11,109.67	4,263.66	6,000.00	600.00	Equipment Repair	6,000.00	6,000.00	
621.57	2,157.30	2,000.00	700.00	Tools and Small Equipment	2,000.00	2,000.00	
1,913.25	3,034.00	4,000.00	1,000.00	Building and Land Maintenance	4,000.00	4,000.00	
779.30	1,629.24	1,500.00	5,000.00	Custodial Support/Supplies	7,000.00	7,000.00	
27,656.06	29,909.93	32,000.00	32,000.00	Plant Utilities	36,000.00	36,000.00	
17,609.37	14,462.72	10,000.00	11,000.00	Main Plant Parts	11,000.00	11,000.00	
11,120.89	39,714.60	20,000.00	15,000.00	Main Plant Consumables	30,000.00	30,000.00	
10,713.49	4,384.45	28,000.00	29,000.00	Main Plant Outside Services	35,000.00	35,000.00	
2,169.65	11,017.04	6,000.00	1,000.00	Parts	2,000.00	2,000.00	
1,014.44	1,754.13	1,000.00	700.00	Consumables	1,000.00	1,000.00	
14,936.11	7,356.27	10,000.00	10,000.00	Outside Services	10,000.00	10,000.00	
49.14	0.00	5,000.00	0.00	Collection I & I - check actual charge	0.00	0.00	

Wastewater Operating Costs, continued

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
0.00	0.00	0.00	120.00	Equipment & Furniture	0.00	0.00	
58.18	0.00	1,500.00	0.00	Equipment Repair/Maintenance	1,500.00	1,500.00	
2,756.00	2,601.00	2,500.00	1,750.00	Mowing	2,500.00	2,500.00	
0.00	0.00	10,000.00	7,500.00	Tree Removal/Trimming	15,000.00	15,000.00	
0.00	0.00	25,000.00	25,000.00	Operating Contingency	25,000.00	25,000.00	
216,772.66	224,609.78	284,200.00	269,220.00	MATERIALS AND SERVICES	288,150.00	288,150.00	0.00
80,000.00	244,780.00	200,000.00	200,000.00	Transfer out Cap Res	200,000.00	200,000.00	
60,000.00	60,000.00	0.00	0.00	Transfer to Debt Services	0.00	0.00	
5,000.00	5,000.00	0.00	0.00	Interfund Transfer - Street Capital Reserve	0.00	0.00	
145,000.00	309,780.00	200,000.00	200,000.00	TRANSFERS	200,000.00	200,000.00	0.00
666,738.94	836,387.78	796,400.00	666,647.89	TOTAL EXPENSES	877,150.00	915,550.00	0.00
265,946.20	157,153.71	87,753.71	229,888.08	RESERVED FOR FUTURE YEARS	130,738.08	130,738.08	0.00
932,685.14	993,541.49	884,153.71	896,535.97	TOTAL REQUIREMENTS	1,007,888.08	1,046,288.08	0.00

Wastewater Capital Reserves

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Adopted Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
443,799.74	518,929.85	933,729.00	1,004,775.44	Beginning Balance	971,523.44	971,523.44	
0.00	2,327.60	2,500.00	4,600.00	Interest Earned	5,000.00	5,000.00	
4,690.00	15,310.00	0.00	0.00	Grants	0.00	0.00	
0.00	450,000.00	0.00	0.00	Transfer in General Fund	0.00	0.00	
25,000.00	0.00	50,000.00	50,000.00	Urban Renewal Contribution I&I	25,000.00	25,000.00	
80,000.00	244,780.00	200,000.00	200,000.00	Transfer In Wastewater Operations	200,000.00	200,000.00	
0.00	0.00	0.00	0.00	Transfer from SDC	0.00	0.00	
0.00	0.00	0.00	0.00	Transfer from Street Cap Reserve	0.00	0.00	
553,489.74	1,231,347.45	1,186,229.00	1,259,375.44	REVENUE	1,201,523.44	1,201,523.44	0.00
9,057.81	15,709.33	36,650.00	7,500.00	Capitalized Labor	21,000.00	21,000.00	
9,057.81	15,709.33	36,650.00	7,500.00	PERSONNEL	21,000.00	21,000.00	0.00
25,502.08	117,742.47	166,500.00	110,352.00	Capital Outlay - Infrastructure Systems	188,525.00	188,525.00	
0.00	93,120.21	200,000.00	170,000.00	Capital Outlay - Equipment	60,000.00	60,001.00	
25,502.08	210,862.68	366,500.00	280,352.00	CAPITAL OUTLAY	248,525.00	248,526.00	0.00
34,559.89	226,572.01	403,150.00	287,852.00	TOTAL EXPENSES	269,525.00	269,526.00	0.00
518,929.85	1,004,775.44	783,079.00	971,523.44	RESERVED FOR FUTURE YEARS	931,998.44	931,997.44	0.00
553,489.74	1,231,347.45	1,186,229.00	1,259,375.44	TOTAL REQUIREMENTS	1,201,523.44	1,201,523.44	0.00

System Development Charges (SDC)

System Development Charges (SDCs) are one-time charges assessed on new development to pay for the costs of expansion of water and wastewater infrastructure demands. These fees are necessary to provide adequate funding for growth-related capital improvements. There are two types of SDC fees: a Reimbursement fee and an Improvement fee. SDCs are budgeted based on recent building permit applications, with a reduction to account for lot owners who have prepaid their SDC's.

SDC Budget

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Adopted Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
413,285.00	519,486.99	582,484.00	588,135.10	Beginning Fund Balance	740,400.98	740,400.98	
12,552.96	4,103.59	4,100.00	2,200.00	Interest Earned	4,100.00	4,100.00	
34,464.29	21,660.59	25,791.00	24,000.00	SDC Water Improvements	25,791.00	25,791.00	
21,358.90	12,981.10	13,000.00	13,000.00	SDC Water Reimbursements	13,000.00	13,000.00	
86,439.05	39,302.89	40,000.00	55,000.00	SDC Wastewater Reimbursement	40,000.00	40,000.00	
20,903.98	13,462.74	15,000.00	15,000.00	SDC Storm Drain Improvement	15,000.00	15,000.00	
15,482.81	17,137.20	7,700.00	43,065.88	LID Assessments	7,700.00	7,700.00	
0.00	0.00	0.00	0.00	LID Assessments-Interest	0.00	0.00	
0.00	0.00	0.00	0.00	Transfers from Capital Reserve	0.00	0.00	
604,486.99	628,135.10	688,075.00	740,400.98	TOTAL REVENUE	845,991.98	845,991.98	0.00
45,000.00	0.00	0.00	0.00	Transfer out Cap Res	50,000.00	50,000.00	
40,000.00	40,000.00	0.00	0.00	Transfer to Debt Services	0.00	0.00	
85,000.00	40,000.00	0.00	0.00	TOTAL TRANSFERS	50,000.00	50,000.00	0.00
85,000.00	40,000.00	0.00	0.00	TOTAL EXPENSES	50,000.00	50,000.00	0.00
519,486.99	588,135.10	688,075.00	740,400.98	SERVED FOR FUTURE YEARS	795,991.98	795,991.98	0.00
604,486.99	628,135.10	688,075.00	740,400.98	TOTAL REQUIREMENTS	845,991.98	845,991.98	0.00

Special Funds

Construction – South Tank Reservoir & Highway 101 Construction

In the financial system conversion, the South Tank and Highway 101 funds were merged into a general construction fund. The 2019-20 budget noted that these funds had balances in each of them. The Finance Committee researched the balances and transferred them appropriately. The document is presented for historical perspective only.

General Construction Costs

2018-2019 2nd Preceding Year	2019-2020 1st Preceding Year	2020-2021 Adopted Budget	2020-2021 Estimated Actual	Description	2021-2022 Proposed by Officer	2021-2022 Approved by Budget Cttee	2021-2022 Adopted by City Council
2,951.15	213,304.92	213,304.92	213,304.92	Beginning Fund Balance	0.00	0.00	0.00
2,951.15	213,304.92	213,304.92	213,304.92	TOTAL REVENUE	0.00	0.00	0.00
0.00	0.00	2,951.15	2,951.15	Capital Outlay-Streets/Sidewal	0.00	0.00	0.00
0.00	0.00	210,353.77	210,353.77	Capital Outlay-South Tank	0.00	0.00	0.00
0.00	0.00	213,304.92	213,304.92	TOTAL TRANSFERS	0.00	0.00	0.00
0.00	0.00	213,304.92	213,304.92	TOTAL EXPENSES	0.00	0.00	0.00
2,951.15	213,304.92	0.00	0.00	RESERVED FOR FUTURE YEARS	0.00	0.00	0.00
2,951.15	213,304.92	213,304.92	213,304.92	TOTAL REQUIREMENTS	0.00	0.00	0.00

Debt Service

The City currently has five (5) outstanding debts summarized as follows:

Outstanding Debt

	Original Amount	Outstanding June 30, 2022	Payments Due FY2022-2023
Water Revenue Bond (Interest 3.07%)	\$ 512,000.00	\$ 366,575.00	\$ 42,850.38
Water GO Bond (Interest 3.0%)	\$ 533,000.00	\$ 380,000.00	\$ 43,905.00
South Tank Business Oregon Loan (Interest 1.0%), net of Loan Forgiveness of approximately \$750,000	\$ 1,030,000.00	\$ 945,488.00	\$ 39,910.56
DEQ Wastewater Plant Loan (Interest 2.9%)	\$ 6,671,721.00	\$ 2,834,626.00	\$ 450,360.00
Wastewater Business Oregon Loan (Interest 5%)	\$ 529,343.00	\$ 211,278.00	\$ 36,912.50
Total Debt Activities		\$ 4,737,967.00	\$ 613,938.44

Water Revenue Bond

The Water Revenue Bond is a special obligation of the City authorized by the City's Resolution No. 2017-03-01 adopted March 8, 2017. This Bond is held at Washington Federal Bank. The Revenue Bond requires that the Net Water Revenues be 1.2 times of the total debt service and that a \$42,000 reserve be held in a Washington Federal Account. The interest rate on this debt is 3.07% with a payoff date of 3/17/2032.

Water Revenue Bond Budget

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
42,899.51	43,070.61	43,241.66	43,241.66	Beginning Balance	43,413.28	43,413.28	
21.48	21.43	22.00	22.00	Interest Earned	22.00	22.00	
43,000.00	43,000.00	43,000.00	43,000.00	Water System Transfer	43,000.00	43,000.00	
85,920.99	86,092.04	86,263.66	86,263.66	TOTAL REVENUE	86,435.28	86,435.28	0.00
14,013.74	12,893.49	11,966.76	11,966.76	Interest Expense - Water Bond	11,011.36	11,011.36	
28,836.64	29,956.89	30,883.62	30,883.62	Principal Payments-Water Bond	31,839.02	31,839.02	
42,850.38	42,850.38	42,850.38	42,850.38	TOTAL DEBT SERVICES	42,850.38	42,850.38	0.00
42,850.38	42,850.38	42,850.38	42,850.38	TOTAL EXPENSES	42,850.38	42,850.38	0.00
43,070.61	43,241.66	43,413.28	43,413.28	RESERVED FOR FUTURE YEARS	43,584.90	43,584.90	0.00
85,920.99	86,092.04	86,263.66	86,263.66	TOTAL REQUIREMENTS	86,435.28	86,435.28	0.00

Water General Obligation (GO) Bond

The Water General Obligation (GO) Bond is a general obligation of the City, and the full faith and credit of the City are pledged to repay this debt. The interest rate on this debt is 3.0% with a payoff date of 12/15/2031. This Bond is held at Washington Federal Bank.

Water General Obligation Bond Budget

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
40,000.00	39,843.32	46,636.12	46,636.12	Beginning Balance	46,756.12	46,756.12	
42,873.69	44,400.85	44,745.97	43,000.00	Tax - Property Current	44,745.97	44,745.97	
1,666.00	1,216.95	1,000.00	1,000.00	Tax - Property Past Due	1,000.00	1,000.00	
0.00	5,000.00	0.00	0.00	Water System Transfer	0.00	0.00	
84,539.69	90,461.12	92,382.09	90,636.12	TOTAL REVENUE	92,502.09	92,502.09	0.00
13,696.37	12,825.00	11,880.00	11,880.00	Interest Expense - GO Bond	10,905.00	10,905.00	
31,000.00	31,000.00	32,000.00	32,000.00	Principal Payments - GO Bond	33,000.00	33,001.00	
44,696.37	43,825.00	43,880.00	43,880.00	TOTAL DEBT SERVICES	43,905.00	43,906.00	0.00
44,696.37	43,825.00	43,880.00	43,880.00	TOTAL EXPENSES	43,905.00	43,906.00	0.00
39,843.32	46,636.12	48,502.09	46,756.12	RESERVED FOR FUTURE YEARS	48,597.09	48,596.09	0.00
84,539.69	90,461.12	92,382.09	90,636.12	TOTAL REQUIREMENTS	92,502.09	92,502.09	0.00

South Tank Reservoir Construction Loan

The South Tank Reservoir Construction Loan is a loan made by the State of Oregon, acting through the Oregon Infrastructure Authority. This loan was originally authorized in 2016; however, the first payment is due December 2019 following completion of the South Tank Reservoir. The interest rate on this debt is 1.0% with a payoff date of 12/1/2048.

The amortization of this loan provided annual payments of \$39,910.56. When the City increased the loan amount in 2018, the lending agency required that the City enter into an Intergovernmental agreement (IGA) with the City's Urban Renewal Agency (URA) pledging a single annual \$100,000 payment from the URA to the City for 14 years. The IGA required that the first URA payment to the City occur in 2018-2019; however, the first payment was not due until the 2019-2020 fiscal year.

The same lending agency also holds the second smaller wastewater treatment plant loan. That loan has an interest rate of 5%. Last fall I explored the possibility of utilizing the \$60,000 difference between the Agency payment and the \$39,000 payment to the South Tank Loan to pay down the principal of this higher interest rate loan. I was told that if the City allowed the funds to be utilized that way, the proposed use would not conflict with the loan contract.

Having the opportunity to reduce debt on a higher interest loan during these uncertain times places the City in a stronger financial position. I am proposing utilizing the \$100,000 paid by the URA to the City in 2018-19 to begin to prepay the principal balance on the second Wastewater Treatment Plant loan. The details of that loan are noted in the next section.

South Tank Reservoir Construction Loan Budget

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
100,000.00	160,089.44	120,178.88	120,178.88	Beginning Balance	120,268.32	120,268.32	
100,000.00	100,000.00	100,000.00	100,000.00	Transfer from Urban Renewal	100,000.00	100,001.00	
200,000.00	260,089.44	220,178.88	220,178.88	TOTAL REVENUE	220,268.32	220,269.32	0.00
15,408.64	10,054.98	9,756.43	9,756.43	Interest Expense - South Tank	9,454.88	9,454.88	
24,501.92	29,855.58	30,154.13	30,154.13	Principal Payment - South Tank	30,455.68	30,455.68	
39,910.56	39,910.56	39,910.56	39,910.56	TOTAL DEBT SERVICES	39,910.56	39,910.56	0.00
0.00	100,000.00	60,000.00	60,000.00	Transfer to WW Plant Loan	60,000.00	60,000.00	
0.00	100,000.00	60,000.00	60,000.00	TOTAL TRANSFERS	60,000.00	60,000.00	0.00
39,910.56	139,910.56	99,910.56	99,910.56	TOTAL EXPENSES	99,910.56	99,910.56	0.00
160,089.44	120,178.88	120,268.32	120,268.32	RESERVED FOR FUTURE YEARS	120,357.76	120,358.76	0.00
200,000.00	260,089.44	220,178.88	220,178.88	TOTAL REQUIREMENTS	220,268.32	220,269.32	0.00

Wastewater Treatment Plant Loans

The Wastewater Plant Loan is a loan made by the State of Oregon, acting through the Department of Environmental Quality (DEQ). This loan was originally authorized in 2005; however, payments commenced in 2009 following completion of the Wastewater Plant. The interest rate on this debt is 2.9% with a payoff date of 4/1/2029. This loan requires a reserve requirement that equals 100% times one-half of the average annual debt service. As of 3/14/2019, that reserve requirement is \$225,687. This reserve is to be held in a segregated Loan Reserve Account that shall be held in trust for the benefit of DEQ.

Wastewater Treatment Plant Loan Budget

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Supplemental Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
585,716.49	696,213.88	816,173.18	816,173.18	Beginning Balance	805,590.18	805,590.18	
8,069.77	4,370.46	4,500.00	2,300.00	Interest Earned	4,500.00	4,500.00	
412,463.60	423,225.52	350,000.00	336,245.00	Tax - Food & Beverage Tax	450,000.00	450,000.00	
0.00	100,000.00	60,000.00	60,000.00	Transfer In-South Tnk Debt Svc	60,000.00	60,000.00	
60,000.00	60,000.00	0.00	0.00	Transfer from Wastewater Oper	0.00	0.00	
40,000.00	40,000.00	0.00	0.00	Transfer from SDC	0.00	0.00	
95,000.00	95,000.00	95,000.00	95,000.00	Transfer from Urban Renewal	95,000.00	95,000.00	
1,201,249.86	1,418,809.86	1,325,673.18	1,309,718.18	TOTAL REVENUE	1,415,090.18	1,415,090.18	0.00
18,043.98	17,231.68	18,089.88	11,540.00	Interest Expense	10,579.00	10,580.00	
110,221.00	100,286.00	100,286.00	100,286.00	Interest Expense - DEQ	79,535.00	79,535.00	
18,581.00	16,856.00	16,856.00	16,856.00	Loan Fee - DEQ	13,253.00	13,253.00	
18,051.00	118,189.00	18,823.00	25,372.00	Principal Payments	26,333.00	26,333.00	
340,139.00	350,074.00	350,074.00	350,074.00	Principal Payments - DEQ	370,825.00	370,825.00	
505,035.98	602,636.68	504,128.88	504,128.00	TOTAL DEBT SERVICES	500,525.00	500,526.00	0.00
505,035.98	602,636.68	504,128.88	504,128.00	TOTAL EXPENSES	500,525.00	500,526.00	0.00
696,213.88	816,173.18	821,544.30	805,590.18	RESERVED FOR FUTURE YEARS	914,565.18	914,564.18	0.00
1,201,249.86	1,418,809.86	1,325,673.18	1,309,718.18	TOTAL REQUIREMENTS	1,415,090.18	1,415,090.18	0.00

Wastewater Dept Capital Improvement Projects for FY2022-2023

Submersible Pump Electric Plugs

\$45,000

This is the engineering phase of the project. The purpose of the Submersible Pump Electric Plugs or “quick connect” is to “quickly” exchange a failed pump with another pump and have it back online within 30-60 minutes. Currently, when a pump fails, staff will call an electrician and wait for them to arrive from Newport to unwire the pump. This can be a public risk on a holiday or during a storm event with high flows. This project is for five pump stations.

WW Tractor

\$60,000

A utility tractor is needed to replace the current tractor because it has severe corrosion and not safe to use. The goal for the replacement tractor is that it will be large enough to use for biosolids land application as well as side arm mowing along streets.

Public Works Slide Gate

\$30,000

An electric slide gate at Public Works is needed for security reasons. At times, individuals will walk in from the street and browse the yard and shop looking for staff or just “looking”.

The cost will be split 50/50 with the Water Department \$15,000 each.

E. 2nd Street Sewer Line Prospect to Loma

\$60,000

This sewer line has a large sag in a section of it as well as a large hole in the wall of the pipe. This section will be replaced and connecting laterals reinstated. The work is part of the E. 2nd Project.

Annual Inflow and Infiltration (I&I) Rehabilitation

\$40,000

Yachats experiences a large amount of groundwater coming into the sewer collection system every year during the rain season. This increases the amount of water treated at the wastewater treatment plant causing excessive wear and tear on equipment and higher energy costs.

The I&I Basin Rehab allows Staff to find where major leaks are and contract out work such as manhole lining, and pipe lining.

Platform Lift

\$50,000

A platform lift or bucket truck is needed for cleaning the exterior walls and gutters of city buildings, tree and limb trimming and flag and banner installation along Hwy 101. The current bucket truck is no longer in service and is being auctioned off.

Water Department Capital Improvement Projects for FY2022-2023

Source Water Protection -Implementation Plan

\$30,000

Last year the city created a Source Water Protection Plan and this year the city will be implementing the plan with a \$30,000 grant.

Task 1: Education and Outreach

Task 2: Facilitate Development of Ordinances

Task 3: Develop Water Quality Monitoring Plan

South Reservoir Earthquake Valve

\$63,920

When the water plant was constructed, it had a method of recycling the backwash water. A few years ago, OHA changed the rules about the point of delivery and the water plant no longer has the capacity to perform this task. This project is to correct the delivery method and once again have the ability to recycle water.

With the backwash recycle in place, the water plant would draw less water from Reedy Creek, which would increase the flow of water into the Yachats River. This can be done during extreme drought or on a regular basis to lessen the impacts of climate change on the Yachats River during the summer to help keep fresh water moving through the saltwater/freshwater mixing zone by adding up to 900,000 gallons a month that will pass through the mixing zone.

SCADA Upgrades

\$49,044

This is a continuing project from last year. Supervisory control and data acquisition (SCADA) is a control system architecture comprising computers, networked data communications and graphical user interfaces for high-level supervision of water plant and distribution system.

Service Truck

\$50,000

The current service truck is antiquated, and coastal weather has been very hard on it. It is time to replace this truck

Water Plant Upgrades -Annually

\$30,000

This year the clarifier drive and flocculator drive will be replaced and up graded. This is original drives from 1991 - 20-year expectancy and we got 31+ years.

Hydrant Replacements

\$6,000

The city has a goal to replace 2 or 3 hydrants per year concentrating most in oceanfront locations do to rust and corrosion.

Water Department CIP, Continued

Seismic study

\$60,000

Seismic engineering study on the 1-million-gallon reservoir and the 200,000- gallon reservoir on Radar Rd. This study will be used to apply for grant to retrofit or replace the reservoirs.

Upgrade E. 2nd St. Waterline

\$141,000

The waterline is an old leaky pipe made of asbestos-concrete and needs to be replaced. The replacement of this waterline is the nexus of the E.2nd St project

Street Department Capital Improvement Projects FY2022-2023

E. 2nd Street Project (*Prospect to Loma*)

Install 540ft New Waterline	\$141,000
Repair/Replace Portions of the Sewer Collection Line	\$60,000
Repair/Replace Portions Storm Drain System	\$40,000
Construct 540ft of New Pavement	\$152,000

The waterline is an old leaky pipe made of asbestos-concrete and needs to be replaced. When Public Works selects a street to be paved, we must consider the condition of our underground water, sewer, and storm drain utilities. If those utilities need upgrading, it will need to be done before the street gets paved. In this project, all our utilities need work.

E. 2nd St. (Loma to Yachats RR)	\$13,000
Begin engineer for this phase of the project	

Gimlet Gate	\$35,000
This was in last year's budget but was pushed into this years budget due to covid and high prices.	

The "locked" Gimlet Dr gates have raised the interests of homeowners that live in the Blackstone/Horizon Hill Rd neighborhood. What they are concerned about is if there was a wildfire or natural disaster that blocks Horizon Hill Rd to Spruce Street that there would be no way for them to exit the neighborhood if the Gimlet Dr. gates are locked, thus blocking an auxiliary exit.

As noted in previous Council reports, the section of Gimlet Dr between the gates is not recognized as a City right-of-way street. The steepness of this section of road ranges 22% to 26% grade and our City code says 20% grade is the maximum allowed. Even with the gates open, there are significant safety issues. Parts of the road receive little sun and become slippery with vegetation growing on the road, creating additional vehicle hazards and safety issues.

Storm Water Department Capital Improvement Projects FY2022-2023

Storm Water Master Plan

\$60,000

It is time to update the storm water master plan and this plan is needed to update the SDC plan. With increased land development and growing environmental concerns, stormwater management has evolved significantly over the last couple of decades.

E. 2nd Street

\$40,000

Improving the storm water system on this street is a vital part of the E. 2nd Street project. Storm water has been a big issue on this street for a long time. Water has been ponding on the street making it difficult to drive and walk through.

City Hall Capital Improvement Projects FY2022-2023

2x Emergency Preparedness Storage Conex's **\$20,000**

Yachats is subject to potential natural disasters such as: earthquakes and tsunamis. To prepare for a Cascadia Event, local governments are establishing caches of emergency basic survival supplies for the benefit of survivors to stabilize and supplement until outside agencies can bring supplies from unaffected areas

Gutters and Facia City Hall Building **\$20,000**

The City Hall building needs new facia and gutters -both are made out of sheet metal and are very rusty. This would complete all the exterior improvements.

Parks, Commons & Trails Capital Improvement Projects FY2022-2023

Boardwalk **\$110,000**

This is for engineering the design of the boardwalk in the budget year 22/23 and construction cost will be in the budget year 23/24

Boardwalk configuration approx. 350 ft. long along South edge of Ocean View Drive 8 ft. wide with a strategically placed triangular-shaped Overlook for a good view of the Estuary.

2 Pocket Parks -Oceanview Dr **\$19,000**

There are two sections in which the land between the trail and the bluff is somewhat wider:

1. Starting about halfway between 3rd and 4th Streets and stretching north to past 4th Street
2. Starting just a bit south of 6th Street and stretching north about 1/3 of the way to 7th Street

Greenspace **\$50,000**

The goal of this project is to turn the ballfield into a greenspace park. Design work will be in this budget year and construction next year.

CIP Master List Executive Summary

Funding Source		Fiscal 22-23	Fiscal 23-24	Fiscal 24-25	Fiscal 25-26	Fiscal 26-27	Later
Enterprise Fund Reserves	Water	820,972	242,000	36,000	36,000	36,000	0
	Wastewater	269,525	392,000	40,000	40,000	40,000	0
	Total	1,090,497	634,000	76,000	76,000	76,000	0
Visitor Amenities	Parks & Trails	494,000	1,175,000	350,000	400,000	0	0
General Fund	Streets	200,000	222,000	0	0	0	0
	Storm Drains	90,000	100,000	0	0	0	0
	Commons	140,000	100,000	115,000	165,000	45,000	500,000
	Library	338,000	300,000	0	0	0	0
	City Hall	40,000	10,000	0	0	0	0
	LLCM	187,000	313,000	0	0	0	0
	Total	995,000	1,045,000	115,000	165,000	45,000	500,000
Project/Financing Options							
Grants	Water Source #2	(30,000)					
	Earthquake Valve	(53,500)					
	E 2nd Prospect - Loma	(100,000)					
Project Timing							
Private Financing/Grants	Landmark property	(100,000)					
IFA/Other Loans							
URD Amendment							
Local Option Levy							
Reserves Utilized							
804 Trail Settlement							

CIP Master List Executive Summary, Cont'

Expected End of Year Reserve Balances (6/30/2022)
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Water	1,725,000
Wastewater	<u>869,000</u>
Total	<u><u>2,594,000</u></u>

VA	1,100,000
Parks & Trails	<u>300,000</u>
Total	<u><u>1,400,000</u></u>

Streets	92,000	\$200K plan has a \$100K Grant
Storm Drains	76,000	
Commons	95,000	\$140K plan requires a \$45K Grant
Library	275,000	\$338K plan covered by Reserves and Bequests
City Hall	44,000	
LLCM	187,000	Plan limited to Reserve balance for this year

Total	769,000
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Plus:	100,000	Street Grant
	45,000	New Commons Grant/Fundraiser
	63,000	Committed Bequest

Total	<u><u>977,000</u></u>	Limits General Fund transfer to \$18,000 for fiscal year 22-23
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CIP Master List Cash Flow

Feb. 2022

Water

Codes	Projects	Original Estimated Cost	21/22 Budget	Updated for Supplemental Planning	YTD Spend			Total		Fiscal	Fiscal	Fiscal	Fiscal	Fiscal	Later
					2/28/2022	Rest of Year	21-22	22-23	23-24						
WMSTRPL	Water Master Plan & WMCP	5,000	5,000	5,000	5,488	0	5,488	0	0	0	0	0	0	0	0
SOURCEWR	#1. Water Source Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	#2. Water Source Plan	30,000	0	30,000	2,731	10,000	12,731	17,269	0	0	0	0	0	0	0
	Radar Booster Station Electric	15,000	0	15,000	0	15,000	15,000	0	0	0	0	0	0	0	0
	Streaming Current Monitor	10,000	0	10,000	0	10,000	10,000	0	0	0	0	0	0	0	0
STSEISMC	South Tank Earthquake Valve	70,000	50,000	70,000	1,080	5,000	6,080	63,920	0	0	0	0	0	0	0
WTPBKWSH	Backwash Recycle System	142,000	142,000	142,000	261	3,000	3,261	138,739	0	0	0	0	0	0	0
WTPSCADA	SCADA Upgrade	60,000	30,000	60,000	956	10,000	10,956	49,044	0	0	0	0	0	0	0
WTPTRUCK	Service Truck	50,000	35,000	50,000	0	0	0	50,000	0	0	0	0	0	0	0
PWRLUPDR	Roll-up Doors for Shop Replacement	70,000	34,000	70,000	0	0	0	0	70,000	0	0	0	0	0	0
WTPUPGRD	WTP Upgrade CIP Annually	30,000	0	30,000	131	7,500	7,631	30,000	30,000	30,000	30,000	30,000	30,000	30,000	0
WELECGT	Public Works Slide Gate	15,000	7,500	15,000	0	0	0	15,000	0	0	0	0	0	0	0
	Annual Hydrant Replacements	6,000	0	6,000	0	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	0
	Seismic Retrofit Engineering	60,000	0	60,000	0	0	0	60,000	0	0	0	0	0	0	0
E2PHS2WL	E. 2nd St. Waterline- Prospect to Loma Engineering	14,000	14,000	14,000	0	14,000	14,000	0	0	0	0	0	0	0	0
E2PHS2WL	E. 2nd St. Waterline- Prospect to Loma Construction	141,000	0	141,000	0	0	0	141,000	0	0	0	0	0	0	0
	E 2nd Street Loma to Yachats River Rd Construction	136,000	0	136,000	0	0	0	0	136,000	0	0	0	0	0	0
	Property Acquisition, surveys, geotech	250,000	0	250,000	0	0	0	250,000	0	0	0	0	0	0	0
	Total	1,104,000	317,500	1,104,000	0	10,647	80,500	91,147	820,972	242,000	36,000	36,000	36,000	36,000	0
	Wastewater														
WWMP	Wastewater Master Plan	90,000	30,000	30,000	26,877	6,000	32,877	0	0	0	0	0	0	0	0
POLEBLDG	Solids Pole Building to Cover Truck	80,000	20,000	40,000	37,307	2,693	40,000	0	0	0	0	0	0	0	0
PUMPPPLGS	Submersible Pump Electric Plugs	45,000	30,000	45,000	475	0	475	44,525	0	0	0	0	0	0	0
	Submersible Pump Installation	220,000	0	220,000	0	0	0	0	220,000	0	0	0	0	0	0
SEWERCAM	SEWER I&I Camera	95,000	95,000	95,000	92,214	2,786	95,000	0	0	0	0	0	0	0	0
WWPRTGEN	125kw Portable generator	45,000	45,000	45,000	55	44,945	45,000							0	0
WWTRACTR	WW Tractor	60,000	60,000	60,000	0	0	0	60,000							0
PWRLUPDR	Roll-up Doors for Shop Replacement	90,000	66,000	90,000	323	677	1,000	0	89,000	0	0	0	0	0	0
WWLECGT	Public Works Slide Gate	7,500	7,500	15,000	0	0	0	15,000	0	0	0	0	0	0	0
E2PHS2WW	E. 2nd Street Sewer Line Prospect to Loma Engineering	13,000	13,000	13,000	0	13,000	13,000	0	0	0	0	0	0	0	0
E2PHS2WW	E. 2nd Street Sewer Line Prospect to Loma Construction	60,000	0	60,000	0	0	0	60,000	0	0	0	0	0	0	0
	E 2nd Street Loma to River Rd Construction	43,000	0	43,000	0	0	0	0	43,000	0	0	0	0	0	0
SEWERPMP	Bypass Pump	8,600	0	8,600	0	6,000	6,000	0	0	0	0	0	0	0	0
	Multi-VFD Upgrades	47,000	0	47,000	0	47,000	47,000	0	0	0	0	0	0	0	0
	Annual I&I Basin Rehab	40,000	0	40,000	0	0	0	40,000	40,000	40,000	40,000	40,000	40,000	40,000	0
	Platform Lift	50,000	0	50,000	0	0	0	50,000	0	0	0	0	0	0	0
	Total before capitalized labor	994,100	366,500	901,600	157,251	123,101	280,352	269,525	392,000	40,000	40,000	40,000	40,000	40,000	0
	Streets														
GIMLETGT	Gimlet Gates	70,000	30,000	70,000	0	0	0	35,000	35,000	0	0	0	0	0	0
OCEANVIE	Oceanview Drive	50,000	50,000	50,000	9,500	0	9,500	0	0	0	0	0	0	0	0
E2PHS2ST	E. 2nd Street (Prospect - Loma) - Eng	13,000	13,000	13,000	0	13,000	13,000	0	0	0	0	0	0	0	0
	Loma - River Rd Eng	13,000	0	13,000	0	0	0	13,000	0	0	0	0	0	0	0
	Loma - River Rd Construc	187,000	0	187,000	0	0	0	0	187,000	0	0	0	0	0	0
E2PHS2ST	E. 2nd Street (Prospect - Loma) Constr	152,000	0	152,000	0	0	0	152,000	0	0	0	0	0	0	0
	Total before capitalized labor	485,000	93,000	485,000	9,500	13,000	22,500	200,000	222,000	0	0	0	0	0	0
	Storm Water														
E2PHS2DR	E. 2nd Street (Prospect to Loma)	40,000	0	40,000	0	0	0	40,000	0	0	0	0	0	0	0
	Loma to River Rd	40,000	0	40,000	0	0	0	0	40,000	0	0	0	0	0	0
	Marine/101 Storm Drain	60,000	0	60,000	0	0	0	0	60,000	0	0	0	0	0	0
GENDRDRN	Storm Drain - Gender (Converted to Stormwater Study)	60,000	35,000	60,000	0	10,000	10,000	50,000	0	0	0	0	0	0	0
	Total before capitalized labor	200,000	35,000	200,000	0	10,000	10,000	90,000	100,000	0	0	0	0	0	0

CIP Master List Cash Flow, Cont'

City Hall				
EMRGMNGT	Conex installation	3,000	20,000	30,000
	501 Gutters and Facia	20,000	0	20,000
	Knowledge Worker Tools	0	0	0
	Total before capitalized labor	23,000	20,000	50,000
Parks & Trails				
BOARDWLK	Boardwalk Engineering	125,000	125,000	125,000
	Boardwalk Construction	875,000	0	875,000
	Underground Utilities	200,000		200,000
	Hwy 101 Curve Delineators			
	Skate Park Improvements	15,000	0	15,000
	Oceanview Dr Pocket Parks	29,000	0	29,000
	Gateway Overlook/Improvements	450,000	0	450,000
	Extend Walkway to State Park	750,000	0	750,000
	Total before capitalized labor	2,444,000	125,000	2,444,000
Commons				
	Gutters and Facia; Outside Paint after remodel	50,000	30,000	80,000
	Landscaping	20,000	20,000	20,000
	North Entrance	10,000	10,000	10,000
	Outside Painting	30,000	0	0
	Inside Painting	40,000	0	33,000
	Bike Racks	5,000	0	2,000
	Courts behind Commons	250,000	0	250,000
	Park Plan - Greenspace and Commons	60,000	0	65,000
	Greenspace Implementation	200,000	0	200,000
	North Entry Design	45,000	0	45,000
	North Entry Stairs	20,000	0	20,000
	North Entry Landscaping	15,000	0	15,000
	ADA Ramp, Doors & Stoop	50,000	0	50,000
	Portico and moving vent	100,000	0	100,000
	Public Restrooms	250,000	0	250,000
	Concrete Steps	20,000	0	20,000
	Total before capitalized labor	1,165,000	60,000	1,160,000
Library				
	Library Architectural	40,000	0	42,000
	Grant Writer	5,000	0	6,000
	Library Expansion (TBD)	600,000	0	600,000
	Book Return Steel Box	5,007	0	5,007
	Total before capitalized labor	50,007	0	653,007
LLCM				
	Local Engineering Study	9,000	0	9,000
	LLCM Hardening	12,000	0	12,000
	LLCM Structural Study	20,000	0	20,000
	LLCM Rehabilitation	500,000	0	500,000
	Total before capitalized labor	541,000	0	541,000

Grand Total **1,017,000**

Below Budget - no Supplemental needed
General Fund Component - offset by other General Fund Components

0	0	0	20,000	10,000	0	0	0	
0	0	0	20,000	0	0	0	0	
			0					
0	0	0	40,000	10,000	0	0	0	0

0	15,000	15,000	110,000	0	0	0	0	
0	0	0	150,000	725,000	0	0	0	
			200,000					
0	0	0	15,000	0	0	0	0	
0	10,000	10,000	19,000	0	0	0	0	
0	0	0	0	450,000	0	0	0	
0	0	0	0	0	350,000	400,000	0	
0	25,000	25,000	494,000	1,175,000	350,000	400,000	0	0

0	0	0	35,000	0	0	0	45,000	
0	0	0	covered in items below					
0	0	0	covered in items below					
0	0	0	0	0	0	0	0	
0	33,000	33,000	0	0	0	0	0	
0	2,000	2,000	0	0	0	0	0	
0	0	0	0	0	0	0	0	250,000
0	10,000	10,000	55,000	0	0	0	0	
0	0	0	50,000	100,000	50,000	0	0	
0	0	0	0	0	45,000	0	0	
0	0	0	0	0	20,000	0	0	
0	0	0	0	0	0	15,000	0	
0	0	0	0	0	0	50,000		
0	0	0	0	0	0	100,000	0	
0	0	0	0	0	0		250,000	
0	0	0	0	0	0	0	0	
0	45,000	45,000	140,000	100,000	115,000	165,000	45,000	500,000

0	10,000	10,000	32,000	0	0	0	0	
0	0	0	6,000	0	0	0	0	
0	0	0	300,000	300,000	0	0	0	
5,007	0	5,007	0	0	0	0	0	
5,007	10,000	15,007	338,000	300,000	0	0	0	0

charged to Operations	0	0	0	0	0	0	
charged to Operations	0	0	0	0	0	0	
0	20,000	20,000	0	0	0	0	
0	0	0	187,000	313,000	0	0	
0	20,000	20,000	187,000	313,000	0	0	0

182,405	326,601	509,006	2,579,497	2,854,000	541,000	641,000	121,000	500,000
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CIP Master Project List

Feb. 2022

Water

City of Yachats Commissions CIP Master List

Codes	Projects	Estimated Cost	21/22 Budget	Supplement	Grants	Current Month	Actual to Date	% of Budget	Plan	Exec	Close	Comments
WMSTRPL	Water Master Plan & WMCP	90,000	5,000	5,000	20,000	-	-	-	100%	100%	100%	Complete- OHA approved
SOURCEWR	#1. Water Source Plan	30,000	0	0	30,000	-	-	-	100%	100%	100%	Complete- DEQ approved
	#2. Water Source Plan	30,000	0	30,000	30,000	-	-	-	5%	0%	0%	GSI tasked to do study
	Radar Booster Station Electric	15,000	0	15,000	0	-	-	-	100%	5%	0%	PUD Mandate
	Streaming Current Monitor	10,000	0	10,000	0	-	-	-	50%	0%	0%	researching a new SCM
STSEISM	South Tank Earthquake Valve	70,000	50,000	70,000	53,500 Grant?	-	-	-	100%	0%	0%	Submitted grant and its under review
WTPBKWSH	Backwash Recycle System	142,000	142,000	142,000	0	-	-	-	100%	0%	0%	Engineering Complete- waiting on EQ grant
WTPSCADA	SCADA Upgrade	60,000	30,000	60,000	0	-	-	-	50%	50%	50%	radio communication -received quote
WTPTRUCK	Service Truck	35,000	35,000	35,000	0	-	-	-	25%	0%	0%	searching for truck
PWRLUPDR	Roll-up Doors for Shop Replacement	60,000	34,000	60,000	0	-	-	-	50%	0%	0%	Doors have a 1 year back order
WELECGT	Public Works Slide Gate	7,500	7,500	7,500	0	-	-	-	0%	0%	0%	Put off until next year
E2PHS2WL	E. 2nd St. Waterline- Prospect to Loma	14,000	14,000	14,000	0	-	-	-	50%	0%	0%	Being engineered
E2PHS2WL	E. 2nd St. Waterline- Prospect to Loma	141,000	0	0								
	Total	704,500	317,500	448,500	80,000	-	-	-				
	Wastewater											
WWMP	Wastewater Master Plan	90,000	30,000	30,000	20,000	-	-	-	100%	100%	100%	Complete
POLEBLDG	Solids Pole Building to Cover Truck	80,000	20,000	40,000	0	-	-	-	100%	100%	100%	Complete
PUMPPLGS	Submersible Pump Electric Plugs	30,000	30,000	30,000	0	-	-	-	5%	0%	0%	Moving to 2022-23 FY for Engineering.
SEWERCAM	SEWER I&I Camera	95,000	95,000	95,000	0	-	-	-	10%	100%	100%	Complete
WWPRTGEN	125kw Portable generator	45,000	45,000	45,000	0	-	-	-	10%	0%	0%	Researching
WWTRACTR	WW Tractor	60,000	60,000	0	0	-	-	-	0%	0%	0%	Researching
PWRLUPDR	Roll-up Doors for Shop Replacement	90,000	66,000	90,000	0	-	-	-	10%	0%	0%	Must send out for bid again.
WWELECGT	Public Works Slide Gate	7,500	7,500	7,500	0	-	-	-	0%	0%	0%	Put off until next year
E2PHS2WW	E. 2nd Street Sewer Line Prospect to Loma	13,000	13,000	50,000	0	-	-	-	10%	0%	0%	Being engineered
E2PHS2WW	E. 2nd Street Sewer Line Prospect to Loma	37,000	0	0								Construction
SEWERPMP	Bypass Pump	8,600	0	8,600	0	-	-	-	100%	100%	100%	Upgraded
	Multi-VFD Upgrades	55,600	0	55,600	0	-	-	-	100%	40%	0%	Multiple VFDs scheduled to be installed.
	Total before capitalized labor	611,700	366,500	451,700	20,000							
	Streets											
GIMLETGT	Gimlet Gates	70,000	30,000	30,000	0	-	-	-	25%	0%	0%	Put off until next year
OCEANVIE	Oceanview Drive	50,000	50,000	50,000	0	-	-	-	100%	50%	0%	Project completed - awaiting on County for adoption
E2PHS2ST	E 2nd Street (Prospect - Loma)	13,000	13,000	13,000	100,000	-	-	-	5%	0%	0%	Being engineered
E2PHS2ST	E 2nd Street (Prospect - Loma)	152,000	0	0								
	Total before capitalized labor	285,000	93,000	93,000	100,000	-	-	-				
	Storm Water											
E2PHS2DR	E 2nd Street (Prospect to Loma)	0	0	0	0	-	-	-	5%	0%	0%	Being engineered
GENDRDRN	Storm Drain - Gender (Converted to Stormwater Study)	35,000	35,000	35,000	0	-	-	-	5%	0%	0%	Being engineered
	Total before capitalized labor	35,000	35,000	35,000	0	-	-	-				
	City Hall											
EMRGMNGT	Conex installation	20,000	20,000	20,000	0	-	-	-	10%	0%	0%	Asked Emergency preparedness for help
	501 Gutters and Facia	15,000	0	15,000	0	-	-	-	0%	0%	0%	not started
	Total before capitalized labor	35,000	20,000	35,000	0							
	Parks & Trails											
BOARDWLK	Boardwalk Engineering	125,000	125,000	125,000	0	0	0	0	10%	0%	0%	Begin engineering.
	Boardwalk Construction	625,000	0	625,000								
	Skate Park Improvements	15,000	0	15,000								
	Oceanview Dr Pocket Parks	29,000	0	29,000	0				10%	0%	0%	Working on design
	Landmark Gateway Park	350,000	0	350,000								
	Extend Walkway to State Park	750,000	0	750,000								
	Total before capitalized labor	1,894,000	125,000	1,894,000	0							

CIP Master Project List, Cont'

	Commons											
	Outside paint, Gutters and Facia	50,000	50,000	80,000	0				75%	0%	0%	Receiving estimates
	Landscaping	20,000	20,000	20,000	0				75%	50%	0%	Multiple plantings have begun
	North Entrance	10,000	10,000	10,000	0				0%	0%	0%	Researching
	Outside Painting	30,000	0	0	0				25%	0%	0%	Receiving estimates
	Inside Painting	40,000	0	33,000	0				25%	0%	0%	Painting has begun
	Bike Racks	5,000	0	2,000	0				25%	0%	0%	Approved -waiting on funding
	Courts behind Commons	250,000	0	250,000								
	Park Plan - Greenspace	60,000	0	65,000	0				25%	0%	0%	Writing a RFP
	Greenspace Implementation	200,000	0	200,000								
	North Entry Design	45,000	0	45,000								
	North Entry Stairs	20,000	0	20,000								
	North Entry Landscaping	15,000	0	15,000								
	ADA Ramp, Doors & Stoop	50,000	0	500,000								
	Portico and moving vent	100,000	0	100,000								
	Public Restrooms	250,000	0	250,000								
	Concrete Steps	20,000	0	20,000	0				5%	0%	0%	Concept drawing to commission
	Total before capitalized labor	1,165,000	80,000	1,610,000	0							
	Library											
	Library Architectural	40,000	0	35,000	0				10%	0%	0%	Selected architect
	Grant Writer	5,000	0	6,000	0				0%	0%	0%	Professional to write grants for library
	Book Return Steel Box	5,007	0	5,007	0				100%	100%	100%	Complete
	Total before capitalized labor	50,007	0	46,007	0							
	LLCM											
	Local Engineering Study	9,000	0	9,000	0				100%	100%	100%	Complete - Expensed as Operations
	LLCM Hardening	12,000	0	12,000	0				100%	100%	100%	Complete - Expensed as Operations
	LLCM Rehabilitation	500,000	0	500,000								
	Total before capitalized labor	521,000	0	521,000	0							

CIP Master List Updated

Codes	Projects	Original Estimated Cost	21/22 Budget	Updated for Supplemental Planning	Grants	Current Month	Actual to Date	% of Budget	Plan	Exec	Close	Comments
WMSTRPL	Water Master Plan & WMCP	5,000	5,000	5,000	20,000	-	-	-	100%	100%	100%	Complete- OHA approved
SOURCEWR	#1. Water Source Plan	0	0	0	30,000	-	-	-	100%	100%	100%	Complete- DEQ approved
	#2. Water Source Plan	30,000	0	30,000	30,000	-	-	-	5%	0%	0%	GSI tasked to do study
	Radar Booster Station Electric	15,000	0	15,000	0	-	-	-	100%	5%	0%	PUD Mandate
	Streaming Current Monitor	10,000	0	10,000	0	-	-	-	50%	0%	0%	researching a new SCM
STSEISMC	South Tank Earthquake Valve	70,000	50,000	70,000	53,500 Grant?	-	-	-	100%	0%	0%	Submitted grant and its under review
WTPBKWSH	Backwash Recycle System	142,000	142,000	142,000	0	-	-	-	100%	0%	0%	Engineering Complete- waiting on EQ grant
WTPSCADA	SCADA Upgrade	60,000	30,000	60,000	0	-	-	-	50%	50%	50%	radio communication -received quote
WTPTRUCK	Service Truck	50,000	35,000	50,000	0	-	-	-	25%	0%	0%	searching for truck
PWRLUPDR	Roll-up Doors for Shop Replacement	70,000	34,000	70,000	0	-	-	-	50%	0%	0%	Doors have a 1 year back order
WTPUPGRD	WTP Upgrade CIP Annually	30,000	0	30,000								
WELECGT	Public Works Slide Gate	15,000	7,500	15,000	0	-	-	-	0%	0%	0%	Put off until next year
	Annual Hydrant Replacements	6,000	0	6,000								
	Seismic Retrofit Engineering	60,000	0	60,000								
E2PHS2WL	E. 2nd St. Waterline- Prospect to Loma Engineering	14,000	14,000	14,000	0	-	-	-	50%	0%	0%	Being engineered
E2PHS2WL	E. 2nd St. Waterline- Prospect to Loma Construction	141,000	0	141,000								
	E 2nd Street Loma to Yachats River Rd Construction	136,000	0	136,000								
	Property Acquisition, surveys, geotech	250,000	0	250,000								
	Total	1,104,000	317,500	1,104,000								
	Wastewater											
WWMP	Wastewater Master Plan	90,000	30,000	30,000	20,000	-	-	-	100%	100%	100%	Complete
POLEBLDG	Solids Pole Building to Cover Truck	80,000	20,000	40,000	0	-	-	-	100%	100%	100%	Complete
PUMPPLGS	Submersible Pump Electric Plugs	45,000	30,000	45,000	0	-	-	-	5%	0%	0%	Moving to 2022-23 FY for Engineering.
	Submersible Pump Installation	220,000	0	220,000								
SEWERCAM	SEWER I&I Camera	95,000	95,000	95,000	0	-	-	-	10%	100%	100%	Complete
VWPRTGEN	125kw Portable generator	45,000	45,000	45,000	0	-	-	-	10%	0%	0%	Researching
WWTRACTR	WW Tractor	60,000	60,000	60,000	0	-	-	-	0%	0%	0%	Researching
PWRLUPDR	Roll-up Doors for Shop Replacement	90,000	66,000	90,000	0	-	-	-	10%	0%	0%	Must send out for bid again.
WWELECGT	Public Works Slide Gate	7,500	7,500	15,000	0	-	-	-	0%	0%	0%	Put off until next year
E2PHS2WW	E. 2nd Street Sewer Line Prospect to Loma Engineering	13,000	13,000	13,000	0	-	-	-	10%	0%	0%	Being engineered
E2PHS2WW	E. 2nd Street Sewer Line Prospect to Loma Construction	60,000	0	60,000								
	E 2nd Street Loma to River Rd Construction	43,000	0	43,000								
SEWERPMP	Bypass Pump	8,600	0	8,600	0	-	-	-	100%	100%	100%	Upgraded
	Multi-VFD Upgrades	47,000	0	47,000	0	-	-	-	100%	40%	0%	Multiple VFDs scheduled to be installed.
	Annual I&I Basin Rehab	40,000	0	40,000								
	Platform Lift	50,000	0	50,000								
	Total before capitalized labor	994,100	366,500	901,600								
	Streets											
GIMLETGT	Gimlet Gates	70,000	30,000	70,000	0	-	-	-	25%	0%	0%	Put off until next year
OCEANVIE	Oceanview Drive	50,000	50,000	50,000	0	-	-	-	100%	50%	0%	Project completed - awaiting on County for adoption
E2PHS2ST	E 2nd Street (Prospect - Loma) - Eng	13,000	13,000	13,000	100,000	-	-	-	5%	0%	0%	Being engineered
	Loma - River Rd Eng	13,000	0	13,000								
	Loma - River Rd Construc	187,000	0	187,000								
E2PHS2ST	E 2nd Street (Prospect - Loma) Constr	152,000	0	152,000								\$100,000 Grant already approved
	Total before capitalized labor	485,000	93,000	485,000								
	Storm Water											
E2PHS2DR	E 2nd Street (Prospect to Loma)	40,000	0	40,000	0	-	-	-	5%	0%	0%	Being engineered
	Loma to River Rd	40,000	0	40,000								
	Marine/101 Storm Drain	60,000	0	60,000								
GENDRDRN	Storm Drain - Gender (Converted to Stormwater Study)	60,000	35,000	60,000	0	-	-	-	5%	0%	0%	Being engineered
	Total before capitalized labor	200,000	35,000	200,000								
	City Hall											
EMRGMNGT	Conex installation	3,000	20,000	30,000	0	-	-	-	10%	0%	0%	Asked Emergency preparedness for help
	501 Gutters and Facia	20,000	0	20,000	0	-	-	-	0%	0%	0%	not started
	Knowledge Worker Tools	100,000	0	100,000								
	Total before capitalized labor	123,000	20,000	150,000								

CIP Master List Updated, Cont'

Parks & Trails												
BOARDWLK	Boardwalk Engineering	125,000	125,000	125,000	0	0	0	0	10%	0%	0%	Begin engineering.
	Boardwalk Construction	625,000	0	625,000								
	Hwy 101 Curve Delineators											
	Skate Park Improvements	15,000	0	15,000								
	Oceanview Dr Pocket Parks	29,000	0	29,000	0				10%	0%	0%	Working on design
	Landmark Gateway Park (Net)	350,000	0	350,000								
	Extend Walkway to State Park	750,000	0	750,000								
	Total before capitalized labor	1,894,000	125,000	1,894,000								
Commons												
	Outside paint, Gutters and Facia	50,000	30,000	80,000	0				75%	0%	0%	Receiving estimates
	Landscaping	20,000	20,000	20,000	0				75%	50%	0%	Multiple plantings have begun
	North Entrance	10,000	10,000	10,000	0				0%	0%	0%	Researching
	Outside Painting	30,000	0	0	0				25%	0%	0%	Receiving estimates
	Inside Painting	40,000	0	33,000	0				25%	0%	0%	Painting has begun
	Bike Racks	5,000	0	2,000	0				25%	0%	0%	Approved -waiting on funding
	Courts behind Commons	250,000	0	250,000								
	Park Plan - Greenspace	60,000	0	65,000	0				25%	0%	0%	Writing a RFP
	Greenspace Implementation	200,000	0	200,000								
	North Entry Design	45,000	0	45,000								
	North Entry Stairs	20,000	0	20,000								
	North Entry Landscaping	15,000	0	15,000								
	ADA Ramp, Doors & Stoop	50,000	0	50,000								
	Portico and moving vent	100,000	0	100,000								
	Public Restrooms	250,000	0	250,000								
	Concrete Steps	20,000	0	20,000	0				5%	0%	0%	Concept drawing to commission
	Total before capitalized labor	1,165,000	60,000	1,160,000								
Library												
	Library Architectural	40,000	0	35,000	0				10%	0%	0%	Selected architect
	Grant Writer	5,000	0	6,000	0				0%	0%	0%	Professional to write grants for library
	Book Return Steel Box	5,007	0	5,007	0				100%	100%	100%	Complete
	Library Expansion (TBD)	600,000	0	600,000								
	Total before capitalized labor	50,007	0	646,007								
LLCM												
	Local Engineering Study	9,000	0	9,000	0				100%	100%	100%	Complete - Expensed as Operations
	LLCM Hardening	12,000	0	12,000	0				100%	100%	100%	Complete - Expensed as Operations
	LLCM Structural Study	20,000	0	20,000								
	LLCM Rehabilitation	500,000	0	500,000								
	Total before capitalized labor	541,000	0	541,000								
Grand Total		1,017,000										

CIP Master List P&C Berdie

Project	CC Approved	CC Date	21/22 Budget	Required	Complete	Charge Letter	Comments
Delineators	Yes			\$ -	2022	No	Needs IGA, Costs to be reimbursed by ODOT
Commons Green Space Design	In Concept		\$ -	\$ 65,000.00	2022	Draft	RFQ done, RFP in process, 60% Probability complete in 2022
Bike Racks	Yes		\$ 2,000.00	\$ -	2022	No	Recommended Order provided, needs city crew to install
Inside Paint	Yes		\$ 33,000.00		2022	No	In Process
Outside Paint/Fascia and Gutters	No		\$ -	\$ 80,000.00	2023	No	Bids Received, Cost depends on amount of fascia/gutter work
Walkway	Yes		\$ 125,000.00	\$ 750,000.00	2023	No	Design Specs in process
Pocket Parks	Yes		\$ 29,000.00	\$ -	2023	No	Waiting for Archeologic approval , Plants ordered, Trail cut
Commons Green Space Implementation	No			\$ 200,000.00	2023	No	First of three phases, subsequent years less
LLCM Rehabilitation	No		\$ 200,000.00	\$ 500,000.00	2023/24	No	Needs Fixed bids
Skate Park Improvements	No		\$ -	\$ 15,000.00	2023/24	No	CC has expressed interest, Could be done in 22
North Entry (Sum of Below)				\$ 230,000.00			Concept presented to CC
Design and Engineering	No		\$ -	\$ 45,000.00	2023		
Stairs	No		\$ -	\$ 20,000.00	2023		
Landscaping	No		\$ -	\$ 15,000.00	2023/24		
ADA Ramp, Doors and Stoop	No		\$ -	\$ 50,000.00	2024		ADA requires room for door swing, less grade, rails, auto door
Portico including moving Vent	No		\$ -	\$ 100,000.00	2024		
Total			\$ 389,000.00	\$ 1,840,000.00			
Future Projects (Discussed)							
Public Restrooms				\$ 250,000.00			Strongly supported by PCC, Preconfigured options
Landmark Gateway Park				\$ 350,000.00			Assumes city purchases
Courts behind Commons				\$ 250,000.00			Flaten play area and mark. Integrate with restrooms?
Extend Walkway to State Park				\$ 750,000.00			Assumes less engineering than first portion
Not Capital but required to protect investments							
Coordinator (better name?)	No		60K				City Manager discretion
Facilities Manager	No		75K				City Manager discretion

Required Estimates are best guesses

Estimate

Chapter 11—The budget hearing and adopting the budget

After the budget committee has approved the budget, the governing body must hold a public hearing on that budget and then adopt the budget.

Budget hearing

One of the most important steps in the budget process is publishing a summary of the budget that has been approved by the budget committee and a notice of the budget hearing. For information on how to publish this notice of the budget hearing and financial summary, see *“Chapter 9 – Publication Requirements.”*

After the *“Notice of Budget Hearing”* is published, the budget hearing must take place at the time and place published or the hearing must be rescheduled and a new notice published. The governing body conducts the hearing and receives testimony from any person present (ORS 294.453, renumbered from 294.430). It gives consideration to matters discussed at the hearing (ORS 294.456, renumbered from 294.435). Keep careful minutes of the budget hearing proceedings to document your compliance with these requirements.

The budget committee is not required by law to be present at the budget hearing. However some local governments make it their policy to ask the budget committee to participate.

The hearing must be held on the budget that was approved by the budget committee, even if the governing body intends to modify that version of the budget before adopting it. The published financial summary should also reflect the version of the budget that was approved by the budget committee.

The governing body does not have to adopt the budget at the budget hearing. Formally adopting the budget, making appropriations, and declaring and categorizing the taxes can be done at any regularly scheduled and properly advertised public meeting of the governing body after the budget hearing and before July 1. If the governing body refrains from adopting the budget until June, it allows for adjustments to reflect changes in the resources or expenditures from the amounts estimated earlier.

There is no provision in law for adopting the budget after June 30. Planning ahead and having a budget calendar will help ensure that governing body members do not find themselves operating outside the law.

For information on adopting biennial budgets, see Chapter 14.

Changes to the budget after the budget hearing

Once the budget hearing has been held, the governing body can make changes to the budget that was approved by the budget committee. The governing body must take all available information into consideration when adopting the budget. This information includes the public testimony presented at the budget hearing and any new information affecting the estimates of the upcoming year’s resources or expenditures [ORS 294.456(1), renumbered from 294.435(1)]. For example, if a higher beginning fund balance, additional grants or other new resources are available, the additional monies can be added to the applicable fund balances and additional expenditures planned.

It is important that the governing body carefully consider the budget it adopts. Changes to the budget after it has been adopted often require governing body action, and sometimes require additional publications and public hearings. It is for this reason that all available information should be collected during the budget process.

There are restrictions on the size of certain changes by the governing body that may require additional process steps before the resulting budget can be adopted. Any expenditure in any fund can be reduced as long as resources and requirements in the fund remain in balance. The total budget must also remain in balance. Other than re-balancing if necessary, no additional process steps are required when expenditures are reduced. Any tax levy can be reduced from the rate or amount that was approved by the budget committee. The applicable funds and the total budget must be adjusted to remain in balance. Otherwise, no additional process steps are required when taxes are reduced.

Expenditures may be increased. If the total increase in no fund exceeds \$5,000 (\$10,000 in a biennial budget) or 10 percent, whichever is greater, then no additional process steps are required. However, if the expenditures in any fund are increased by more than \$5,000 (\$10,000 in a biennial budget) or 10 percent, the governing body

must publish notice of a second budget hearing and a new financial summary, and hold the second hearing before the adjusted budget can be adopted.

If taxes are increased at all above the rate or amount approved by the budget committee, a second notice and hearing are required before a budget including those additional revenues can be adopted. Note that taxes can only be increased if the budget committee approved less than the local government's full taxing authority, or if new taxing authority is approved by the voters after the budget committee approved the budget.

Adopting the budget

Governing body resolution or ordinance

A resolution is a formal expression of the opinion or will of an official body. An ordinance has the character of an enactment of law by an established authority. For purposes of the Local Budget Law, either a resolution or ordinance by the governing body at this stage of the budget process provides the legal authority to establish or dissolve funds, make appropriations for expenditures, adopt the budget, impose and categorize taxes, and all other legal actions pertaining to adopting the budget and making tax levies.

Resolution adopting the budget

After the necessary hearing(s), the governing body must enact a resolution or ordinance adopting the budget (ORS 294.456, renumbered from 294.435). The resolution or ordinance adopting the budget should state the total amount of all the budget requirements.

Sample resolutions are shown at the end of this chapter.

Resolution making appropriations

Appropriations provide the local government with legal spending authority throughout the fiscal year. You must make separate appropriations for each fund in which you have budgeted expenditures [ORS 294.456(3), renumbered from 294.435(3)].

The resolution or ordinance making appropriations must identify the appropriations by the categories listed in ORS 294.456⁷ (renumbered from 294.435). Those categories correspond to the object classifications (the major expenditure categories) in the budget, which serve as a basis for the appropriations. Each expenditure line item in the budget detail must be classified within one of the object classifications, and thus, into one of the appropriation categories.

There is an exception to the last paragraph for those funds budgeted by organizational unit or program. For each such fund, you may appropriate one amount for each unit or program. This amount is the total of all amounts for personnel services, materials and services and capital outlay attributable to the unit or program. If the fund has debt service, special payments, interfund revenue transfers, capital outlay or contingency requirements, or if there are operating expenses (personnel services or materials and services expenditures) that cannot be allocated to a specific operating unit or program, separate appropriations must also be made for each of those categories. Chapter 5 explains organizational units and programs.

For funds where the terms "organizational unit" or "program" do not apply, the appropriations must have separate totals for any:

- Personnel services,
- Materials and services,
- Capital outlay,
- Debt service,
- Special payments,

⁷Instead of appropriating by the categories in ORS 294.456, schools and ESDs appropriate their expenditures by the "function" categories of the "Oregon Department of Education's Program Budgeting and Accounting Manual." The function categories are Instruction, Support Services, Enterprise and Community Services, Facilities Acquisition and Construction, Interagency/Interfund Transfers, Debt Service and Contingency. At a minimum, there must be one amount appropriated for each function in which monies are being expended in a fund. Community colleges may appropriate by function or by program, with some exceptions that are explained in the "Oregon Department of Community Colleges and Workforce Development's Community College Accounting Manual."

Oregon Drug Take-Back Mail-Back Solution

Kevin Baldwin <kevin.baldwin@inmar.com>

Thu 6/2/2022 12:41 PM

To: Leslie Vaaler <Leslie@YachatsMail.org>

Good Afternoon Leslie,

As a community leader, we contacted you in the past regarding the **Oregon Drug Take-back Program**. In that communication, we sought recommendations for locations in your community where Mail-back Distribution Sites could be established to assist residents in safely disposing of unwanted drugs when Kiosk Drop-off Sites are not readily available to them.

We are reaching out to you again because we have confirmed a Mail-back Distribution Site in your area, and **we need your concurrence to proceed.**

Action Required: Your Concurrence is Needed!

In accordance with ORS 340-098-0350(4), we must receive concurrence from local governments and leaders in the identified area prior to implementation.

You are receiving this communication because we have confirmed a Mail-back Distribution Site at the following location(s).

Location of Mail-back Distribution Site(s):

- C&K Market - 231 US - 101, Yachats 97498

Please indicate your concurrence by clicking on the 1-question survey link below.

[Do you concur that the location\(s\) represent a convenient and equitable option for drug take-back in your community?](#)

We welcome your suggestions for additional mail-back sites. If you have such recommendations, please reply to this email with locations to be considered.

What is the Oregon Drug Take-back Program?

The Drug Take-back Program offers Oregon residents a convenient, safe, and secure way to dispose of unwanted prescription and over-the-counter medicines. The Oregon Department of Environmental Quality provides oversight of the Program which is funded by drug manufacturers and is free of charge to Oregon residents.

More information about the Program, as well as a complete copy of the Foundation's approved Plan can be found at the [Oregon Drug Take-back Program website](#).

What are Mail-back Distribution Sites?

We offer residents the option to mail in their unwanted drugs for disposal using pre-paid, pre-addressed envelopes. The envelopes can be obtained in person by visiting participating Mail-back Distribution Sites.

Thank you!

Your input is much appreciated and we thank you for your time and thoughtful consideration.

Respectfully,

Kevin Baldwin

--

Kevin Baldwin

Program Manager, Consumer Drug Take-Back Solutions



Kevin.Baldwin@inmar.com

One West Fourth Street, Suite 500

Winston Salem, NC 27101

P: 951-264-2167

www.inmar.com | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

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Drug Take-Back Program

This fact sheet answers questions about the Drug Take-Back Program. As of July 1, 2021, the Program offers Oregon residents a convenient, safe, and secure way to dispose of unwanted prescription and over-the-counter medicines, free of charge. The Program is funded by drug manufacturers and was established by [ORS 459A.200 to 459A.266](#). The program must provide convenient collection of unwanted prescription and OTC drugs in every county in Oregon and education and outreach on safe drug disposal.

Why is a drug take-back program important?

Leftover or expired drugs can pose serious environmental and health risks. When left in a household, drugs can lead to accidental poisonings, addiction, or abuse. Drugs thrown in the garbage or flushed down the toilet can contaminate our rivers or groundwater.

How does the Drug Take-Back Program work?

Program operators implement the Program with DEQ oversight. Program operators must make available the following services for disposal of unwanted drugs free of charge to Oregon residents:

- Drop-off sites where people can dispose of unwanted drugs in-person in a secure repository; and
- Prepaid envelopes for people to mail their unwanted drugs to the program for destruction.

Program operators may also offer collection of unwanted drugs through events.

Who are the program operators?

The Drug Takeback Solutions Foundation and MED-Project USA are the program operators. They operate statewide drug take-back programs in accordance with the Drug Take-Back Law and all applicable federal and state laws, and pursuant to program plans approved by DEQ.

Where can I find more information about Program services?

Starting in the fall, the program operators will offer a single website and toll-free telephone number to provide information on drop-off site locations and how to order mail-back envelopes for unwanted medicines. Until then, you can locate a participating drop-off site and find out how to obtain a pre-paid, pre-addressed envelope by visiting or calling the program operators at:

Drug Takeback Solutions Foundation

Website: safemedicinedrop.com
Telephone: 1 (888) 371-0717
Email: take-back@inmar.com



MED-Project USA

Website: med-project.org/locations/oregon
Telephone: 1-844-482-5322
Email: oregon@med-project.org

Who can access Program services?

Collection services are for household disposal, not pharmaceutical waste from businesses. Per ORS 459A.200, services are available to Oregon residents; nonbusiness entities in Oregon; and ultimate users, as defined by 21 U.S.C. 802(27). The Program is not intended for law enforcement agencies or entities that

generate pharmaceutical waste, such as a hospital, health care clinic, office of a health care provider, veterinary clinic or pharmacy.

Can tribal members in Oregon access the Program?

Yes. Approved drug take-back programs must serve Oregon residents, which include members of Oregon tribes.

What drugs does the Program accept?

- Prescription drugs;
- Nonprescription drugs (over-the-counter drugs);
- Drugs marketed under a brand name;
- Drugs marketed under a generic name; and
- Combination products.

What products are not accepted?

See ORS 459A.200(5)(c) for the full list.

Examples include:

- Exposed sharps;
- Vitamins or supplements;
- Herbal-based remedies or homeopathic products;
- Cosmetics that are also regulated as nonprescription drugs; and
- Drugs used for animal medicines, including parasiticide drugs for animals.



State of Oregon
Department of
Environmental
Quality

Materials Management

700 NE Multnomah St., Suite 600
Portland, OR 97232
Phone: 503-229-5696
800-452-4011
Fax: 503-229-6124
Contact: Michael Lee

www.oregon.gov/DEQ

DEQ is a leader in restoring, maintaining and enhancing the quality of Oregon's air, land and water.

What happens to collected drugs?

Collected drugs are destroyed at a hazardous waste disposal facility or a municipal solid waste incinerator permitted to accept pharmaceutical waste.

What is DEQ's role?

DEQ oversees the Program and works with the Oregon Board of Pharmacy to monitor program operators to ensure compliance with the Drug Take-Back Law and the program operators' approved plans.

How many drop-off sites will be in the Program?

Each program operator must maintain a statewide network of drop-off sites and will work to establish at least one drop-off site in each county and in each population center (i.e., a city or town and the unincorporated area of the county within 10 miles from the center of the city or town), with an additional site for every 50,000 residents of the city or town located within a population center. If a program operator is unable to establish or maintain a required drop-off site, DEQ may approve the program operator to provide additional mail-back services or events.

Who can host a drop-off site?

Per ORS 459A.200, the following can be authorized collectors that operate secure repositories at drop-off sites on a program operator's behalf: (a) a person that is registered with the DEA and that qualifies under federal law to collect and dispose of controlled substances or qualifies under federal law to have the person's registration modified in such a way that authorizes the person to collect and dispose of controlled substances; or (b) a law enforcement agency.

Examples of potential authorized collectors include pharmacies, police stations, narcotic treatment programs, and hospitals or clinics with an on-site pharmacy.

Can tribal pharmacies and tribal law enforcement agencies be authorized collectors?

Yes. If a program operator enters into an agreement with a tribal pharmacy that registers with the Oregon Board of Pharmacy or a tribal law enforcement agency to collect drugs, DEQ will consider the pharmacy or law enforcement agency as part of the program's network of authorized collectors.

What happens to drug collection sites that existed prior to the Drug Take-Back Program launch?

Existing collection sites can continue to operate independently outside a DEQ-approved statewide program. They will not be automatically rolled into a statewide program. An existing collection site is not

required to, but may choose to, enter into an agreement with a program operator to be an authorized collector.

Will the DEQ Drug Take-Back Program webpage or the Program website list drug collection sites not in the statewide program?

No. Collection sites outside the Program may have separate standards on what drugs will be accepted. To avoid public confusion, the DEQ Drug Take-Back Program webpage and medtakebackoregon.org will include information only on drop-off sites participating in a drug take-back program operated pursuant to a DEQ-approved plan.

For more information

Additional information on the Drug Take-Back Program can be found at

<https://www.oregon.gov/deq/Hazards-and-Cleanup/hw/Pages/drugtakeback.aspx>.

Alternative formats

DEQ can provide documents in an alternate format or in a language other than English upon request. Call DEQ at 800-452-4011 or email deqinfo@deq.state.or.us.



Hazardous Waste

DEQ's mission is to be a leader in restoring, maintaining and enhancing the quality of Oregon's air, land and water.
(</deq/Hazards-and-Cleanup/hw>)

(</deq/>)

</deq/Pages/index.aspx> > [Hazards and Cleanup \(/deq/Hazards-and-Cleanup/Pages/default.aspx\)](/deq/Hazards-and-Cleanup/Pages/default.aspx) > [Hazardous Waste \(/deq/Hazards-and-Cleanup/hw/Pages/default.aspx\)](/deq/Hazards-and-Cleanup/hw/Pages/default.aspx)
> [Household Hazardous Waste](#) > [Drug Take-Back Program](#)

New Hazardous Waste Rules Effective Jan. 1, 2022!

Oregon adopted several federal hazardous waste rules. All generators are impacted. [Learn more \(/deq/hazards-and-cleanup/hw/pages/hw-rules.aspx\)](/deq/hazards-and-cleanup/hw/pages/hw-rules.aspx). 

New system for Annual Generator Reporting: Register today!

Find instructions, FAQs and webinar dates to register a Your DEQ Online user account (</deq/Permits/Pages/Account-Registration.aspx>) 

Drug Take-Back Program

HAZARDOUS WASTE ▾

HAZARDOUS WASTE ANNUAL REPORTING ▾

TOXICS USE AND HAZARDOUS WASTE REDUCTION ▾

HOUSEHOLD HAZARDOUS WASTE ▾

INFECTIOUS WASTE ▾

Program overview

The Oregon Department of Environmental Quality oversees the Drug Take-Back Program, which offers Oregon residents a convenient, safe, and secure way to dispose of unwanted prescription and over-the-counter medicines.

Find a participating drop-off site

Safe Drug Disposal website (<https://medtakebackoregon.org/>)
Toll-Free Telephone: 844-482-5322

Why is safe medicine disposal important?

Leftover or expired medicines can pose a number of serious environmental and health risks. If not disposed, unused medicines can fall into the wrong hands and lead to accidental poisonings, addiction or abuse. Medicines can also have health and environmental impacts when they end up in a landfill or are flushed down the toilet or drain. Wastewater treatment plants and septic systems are usually not equipped to treat pharmaceuticals and chemical compounds from these medicines can pass through treatment plants or septic systems to our rivers or groundwater.

How does it work?

It's never been easier! The Drug Take-Back Program makes it more convenient to safely dispose of unwanted prescription and over-the-counter medicines in two ways. There is no charge for either service.

- **Take your unwanted household medicines to a drop-off site:** You can take your unwanted medicines to a participating drop-off site and dispose of them in the on-site secure repository. You don't need to show ID or fill out any paperwork to use the drop-off site.
- **Mail-back:** You can request and receive a pre-paid, pre-addressed envelope and mail in your unused medicines for disposal.

Program operators may also offer collection of unwanted drugs through events.

Collection services are for household disposal, not pharmaceutical waste from businesses. Per ORS 459A.200, services are available to:

- Oregon residents;
- Non-business entities in Oregon; and
- Ultimate users, as defined by 21 U.S.C. 802(27)

Program services are not intended for law enforcement agencies or entities that generate

Contact

Michael Lee
(<mailto:michael.lee@deq.state.or.us>)
Program Coordinator
503-229-6832

Sign up for email or text updates on this program via GovDelivery
(https://public.govdelivery.com/accounts/topic_id=ORDEQ_656).

pharmaceutical waste, such as a hospital, health care clinic, health care provider office, veterinary clinic or pharmacy.

As part of its oversight, DEQ reviewed and approved plans by two program operators to implement statewide drug take-back programs in Oregon. In partnership with the Oregon Board of Pharmacy, DEQ also monitors program operators for compliance. The Program is funded by drug manufacturers and free of charge to Oregon residents.

- **Drug Takeback Solutions Foundation**

Website: safemedicinedrop.com (<https://safemedicinedrop.com/>)

Telephone: 1-888-371 0717

Email: take-back@inmar.com (<mailto:take-back@inmar.com>)

- **MED-Project USA**

Website: med-project.org/locations/oregon (<https://med-project.org/locations/oregon/>)

Telephone: 1-844-482-5322 or 1-844-4-TAKE-BACK

Email: oregon@med-project.org (<mailto:oregon@med-project.org>)

Note: There may be other unwanted medicine drop-box sites in your area that are not part of the statewide drug take-back programs. Resources to find these sites include the DEA website (<https://apps2.deadiversion.usdoj.gov/pubdispsearch/spring/main?execution=e1s1>) and possibly your local jurisdiction. Prior to the Program's launch, DEQ also compiled a list (</deq/FilterDocs/LawEnfPharmaDropBox.pdf>) of law enforcement agencies that collected unwanted medicines. While some of these law enforcement agencies have joined a drug take-back program, others may still be operating independently. Since such sites are independently operated, consider contacting them in advance to see if the sites are still operational, their hours of operation, and the types of drugs and other healthcare products that they will accept. Twice a year, usually in April and October, the DEA also holds a drug take-back event, known as National Prescription Drug Take-Back Day (</deq/FilterDocs/LawEnfPharmaDropBox.pdf>), to collect unwanted medicines.

Program implementation



Information for potential authorized collectors and local governments



Pharmacies, law enforcement agencies and other potential authorized collectors, as defined in ORS 459A.200, have an opportunity to join a statewide program as authorized collectors and offer their communities a safe and secure way to dispose of unwanted drugs.

Authorized collectors will host collection kiosks for program operators. A program operator will service the kiosk for the authorized collectors, transport the pharmaceutical waste and ensure its proper disposal. Drug manufacturers are responsible for the cost of collection and disposal.

Examples of authorized collectors for a drug take-back program:

- A person who is registered with the Drug Enforcement Administration of the United States Department of Justice and qualifies under federal law to collect and dispose of controlled substances, or qualifies under federal law to have the person's registration modified in such a way that authorizes the person to collect and dispose of controlled substances.
- A law enforcement agency.

Potential authorized collectors interested in becoming a drop-off site can contact the program operators directly:

- **The Drug Takeback Solutions Foundation**

Kirk Herweck, Director of Consumer Drug Take-Back Solutions

Email: take-back@inmar.com (<mailto:take-back@inmar.com>)

Phone: 1-800-350-0397, option #5

- **MED-Project USA**

Dr. Victoria Travis, National Program Director

MED-Project USA

3439 NE Sandy Blvd.

Unit 3620

Portland, OR 97232

Email: oregon@med-project.org (<mailto:oregon@med-project.org>)

Phone: 1-833-633-7765

In areas where a program operator is unable to establish a drop-off site, the program operator may seek DEQ approval to provide additional services or host collection events.

Local governments should program operators directly if they have questions about what the programs will offer in their jurisdiction, including possible additional services or collection events if drop-off sites are not established.

Resources



Information for drug manufacturers



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Follow on LinkedIn

([https://www.linkedin.com/company/oregon-department-environmental-quality](https://www.linkedin.com/company/oregon-department-of-environmental-quality))

Vehicle Inspection Program Contacts

Vehicle Inspection Program home page (<https://deq/Vehicle-Inspection/Pages/default.aspx>)

Inspection/Pages/default.aspx)

(/deq/Vehicle-Inspection/Pages/default.aspx)

Submit a Question or a Comment (/deq/Vehicle-Inspection/Pages/Contact-general.aspx)

Portland Area: 503-229-5066

Medford Area: 541-776-6145

Toll-Free in Oregon: 877-476-0583

Hearing Impaired: 711

Administrative Offices

Map of office locations (<https://deq/Pages/Offices.aspx>)

Office Hours: Mon-Fri, 8 a.m.-5 p.m

Contact Form

(/deq/Pages/Contact.aspx)for questions

not related to Vehicle inspection

Reception: 503-229-5696

Fax: 503-229-6124

Toll free in Oregon: 800-452-4011

Oregon TTY: 800-735-2900 or 711

Resources

Data Systems (/deq/Get-Involved/Pages/databases.aspx)

DEQ Programs (/deq/Pages/DEQ-Programs.aspx)

DEQ Projects (/deq/Programs/Pages/default.aspx)

Enforcement Actions (/deq/Pages/Enforcement-Actions.aspx)

Internal Management Directives (/deq/Get-Involved/Pages/imd.aspx)

Jobs (/jobs/pages/index.aspx)

Media contacts (/deq/about-us/Pages/Media-Contact.aspx)

News Releases (/deq/about-us/Pages/News-releases.aspx)

Pollution Complaints (/deq/Get-Involved/Pages/File-Pollution-Complaint.aspx)

Programs Contacts (/deq/about-us/Pages/Contacts.aspx)

Public Notices (/deq/Get-Involved/Pages/Public-Notices.aspx)

Public Records (/deq/about-us/Pages/Request-Public-Record.aspx)

Rulemaking at DEQ (/deq/rulemaking/Pages/default.aspx)

About Oregon

Oregon.gov (<https://www.oregon.gov>)

State Employee Search (<https://employeeearch.dasapp.oregon.gov>)

Agencies Listing (https://www.oregon.gov/pages/a_to_z_list)

Accessibility (<https://www.oregon.gov/pages/accessibility>)

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CITY OF YACHATS
RESOLUTION NO. 2022-06-01

A RESOLUTION MEMORIALIZING THE INITIAL EVALUATION OF HEIDE LAMBERT

Whereas Heide Lambert began her service as Yachats City Manager on February 14, 2022,
and

Whereas the Yachats City Council met in executive session on June 7, 2022 to complete their
initial evaluation of City Manager Lambert, and

Whereas the City Council desires the Community of Yachats to be aware of the results of their
evaluation, and

Whereas the members of the City Council expressed a high level of satisfaction with City
Manager Lambert's performance during this initial period,

NOW THEREFORE, the City of Yachats declares that City Manager Heide Lambert had a very
positive initial evaluation.

PASSED AND ADOPTED this 15th day of June, 2022.

Attest:

Leslie Vaaler, Mayor

Heide Lambert, City Manager

Asking Saves Kids Proclamation 2022

WHEREAS, Oregon Senate Bill 554b requires safe storage of firearms to prevent access by minors or unauthorized persons; and

WHEREAS, one in three American homes where children live contain guns; and

WHEREAS, the ASK (Asking Saves Kids) Campaign encourages parents to add one more safety question to conversations before their child visits other homes, “Is there an unlocked gun in your house?”; and

WHEREAS, the hope is that asking will become a common health and safety question; offering a real, immediate solution that all Americans can adopt to help protect their families and children from injury and death; and

WHEREAS, the power of the ASK Campaign is that it brings together all Americans concerned with the welfare of children, including gun owners, and makes the solution to gun violence a discussion about public safety; and

WHEREAS, the first day of summer, the season in which kids typically spend more time at the homes of friends and family, is designated as National ASK Day;

BE IT RESOLVED, that the City of Yachats, Oregon, does proclaim June 21, 2022 to be “ASK Day.”



**CITY OF YACHATS
RESOLUTION NO. 2022-101
A RESOLUTION ADOPTING THE 2022-23
OF YACHATS URBAN RENEWAL AGENCY BUDGET**

BE IT RESOLVED the Board of Directors of the Yachats Urban Renewal Agency hereby adopts the budget for fiscal year 2022-23 in the total of \$761,724.00, now on file at City Hall for City of Yachats.

Total Revenue \$761,724.

URD Fund

Materials and Services	\$ 3,000
Transfers	\$ 331,000
Reserved for Future Years	\$ <u>427,724</u>
TOTAL REQUIREMENTS	\$ 761,724

BE IT RESOLVED that the City Council hereby appropriates the amounts in the table below for the fiscal year 2022-23, for the following purposes:

URD Fund

Materials and Services	\$ 3,000
Transfers	\$ 331,000
Reserved for Future Years	\$ 427,724

Declaration of Tax Increment

BE IT RESOLVED that the Board of Directors of the Yachats Urban Renewal Agency hereby resolves to certify to the Lincoln County Assessor a request for the Yachats Urban Renewal District Plan Area for the maximum amount of revenue that may be raised, by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.

PASSED AND ADOPTED by the Yachats Urban Renewal Agency on June 15, 2022.

APPROVED by the Chair of the Agency on June 15, 2022.

CITY OF YACHATS

By: _____
Leslie Vaaler, Chair

ATTESTED BY:

Heide Lambert, City Manager



**CITY OF YACHATS
RESOLUTION NO. 2022-101
A RESOLUTION ADOPTING THE 2022-23
OF YACHATS URBAN RENEWAL AGENCY BUDGET**

City of Yachats
Yachats Urban Renewal Agency



FY2022-2023 Approved Budget

City of Yachats & Yachats Urban Renewal Agency Annual Budget

Fiscal Year: July 1, 2022 – June 30, 2023

URBAN RENEWAL BOARD:

Leslie Vaaler, *Mayor*

Ann Stott, *Council President*

Anthony Muirhead, *Council Member*

Greg Scott, *Council Member*

Mary Ellen O' Shaughnessy, *Council Member*

BUDGET COMMITTEE – CITIZEN MEMBERS:

Lance Bloch – Seat A

Don Groth – Seat B

John Moore – Seat C

Thomas Lauritzen – Seat D

Brad Webb – Seat E

CITY STAFF:

Heide Lambert, *City Manager*

Kimmie Jackson, *Deputy Recorder*

Katherine Guenther, *City Planner*

David Buckwald, *Wastewater Lead*

Rick McClung, *Water Lead*

www.yachatsoregon.org

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About the District

The City of Yachats Urban Renewal Agency (URA) is a separate entity from the City. The Yachats City Council serves as the Board of Directors for the URA and is financially accountable for its operations. In accordance with Oregon budget law, the URA prepares its own budget, and the Board of Directors approves its annual appropriations.

Urban renewal agencies are designed to provide incremental property tax revenue to municipalities to fund economic and community development projects included in the Urban Renewal Plan. When the Yachats Urban Renewal Plan was adopted in 2006, the assessed property values were frozen. The taxes collected on increased property values generate incremental tax revenue. The tax increment is then used to implement the Urban Renewal plan.

The Urban Renewal District (URD) is administered by the URA and the boundaries are defined in the Yachats Urban Renewal Plan. The URD must be less than twenty-five (25) percent of the City's area and must be defined by a continuous line. Property tax for the URD is a portion of the County's annual assessment, not an addition to it.

Lincoln County, Oregon has a tax rate that is applied to a parcel's assessed value. The County Assessor allocates the property tax dollars between the frozen value (County share) and the excess value (URA share). The frozen value remains constant throughout the life of the URA, while the excess value reflects the annual assessment changes made by the County Assessor. The practical impact of the tax increment structure is that the URA share increases with inflation while the County share remains relatively constant.

The URA has a life of 20 years and will cease to exist after it has collected all taxes specified in the Plan. Current estimates show that all taxes will not be collected within the 20 year time frame and require an extension as allowed by Oregon Budget Law. The projects defined in the plan, and the life of the plan, can be amended by the City. In 2016 the URA plan was amended to assist in raising the City's contribution to the Highway 101 project.

The goals of the plan are:

1. Overall Economic Development

- Promote economic development.
- Promote private development.
- Assist public and private development as incentive to further growth and development.

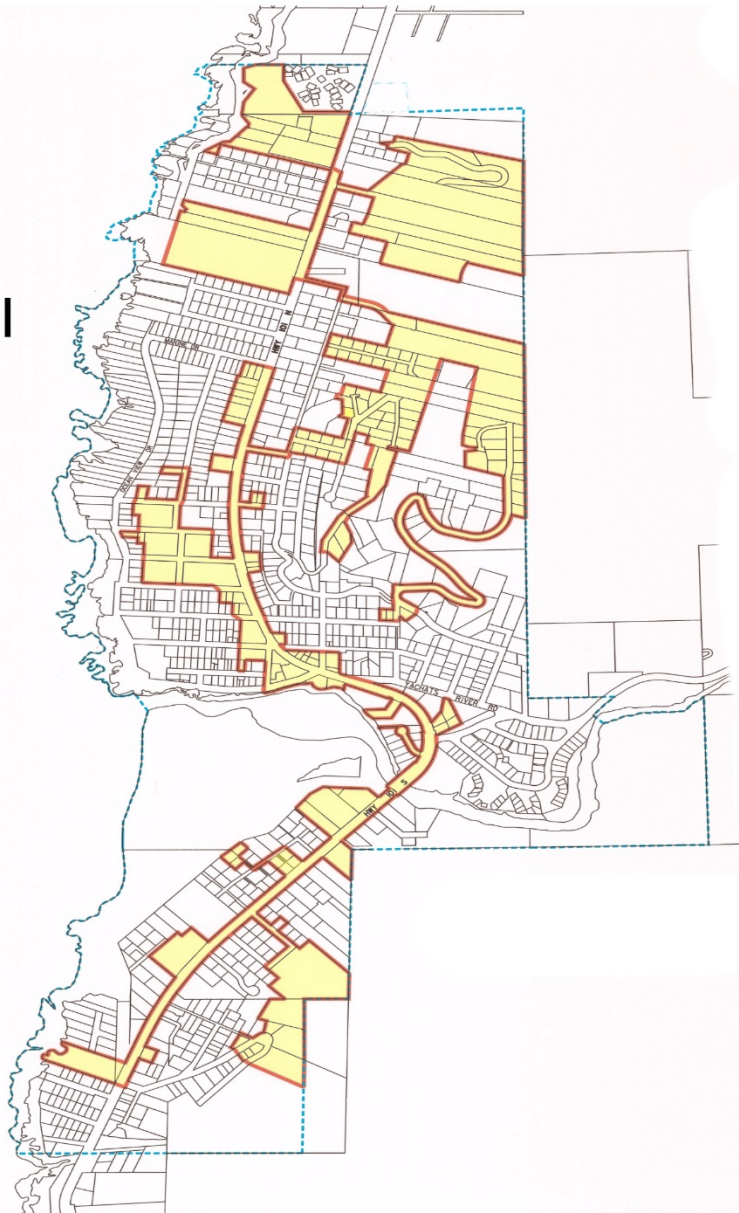
Transportation and Infrastructure

- Assist in providing wastewater facilities to allow continued economic development in Yachats.
- Assist in providing storm drainage and adequate fire flows for existing and new development in Yachats.
- Provide access and circulation improvements within the renewal area.
- Provide additional public parking in the commercial area of Yachats.

2. Improve Visual appearance

- Make funds available to assist rehabilitation and renovation of property.
- Provide funds for public parks, open space, trails, and public buildings.

Yachats Urban Renewal District



Urban Renewal Agency Budget Message

Dear Budget Committee Members,

Thank you for your service and commitment to the City of Yachats in reviewing the Yachats Urban Renewal Agency Budget. It is my privilege to provide you, and the citizens of the City of Yachats, with the proposed Urban Renewal Agency budget for Fiscal Year 2022-2023.

The URA budget consists of one fund which combines administrative costs and reimbursement for approved or amended capital projects. As per the Intergovernmental Agreement (IGA) with the City of Yachats, expenditures include an administrative fee to pay for personnel and other administrative costs incurred in the management of the plan. The IGA also allows the URA to reimburse the City for a portion of the costs of specific projects.

FY22-23 Proposed Budget

The Financial Planning for the URA forecasted project expenditures are presented in the tables that follow.

In reviewing the financial forecasts for the approved URA projects, and with the continuation of the Coronavirus pandemic, the URA Board took into account the following considerations in the proposed FY2022-2023 budget:

- Project funding:
 - o I & I sewer line camera purchase of \$25,000
 - o Hydrant funding of \$4,000
 - o Streets restore funding of \$13,000
 - o Storm drains improvement of \$50,000
 - o Trails' expansion, such as boardwalk planning of \$8,000
 - o Parks' expansion of \$20,000
- The forecasted financial plan had planned for \$200,000 as a sidewalk expenditure in FY2031:
 - o The city accelerated reimbursement of \$150,000 for FY2021 and \$200,000 for FY2022, related to the reconstruction of Highway 101.
 - o During the coming fiscal year, the Yachats Finance Committee will review the redirection of Urban Renewal Tax Revenue to determine if a further amendment to the plan is required.

Additional items of note in the FY22-23 proposed budget

- The Dues and Memberships and Advertising/Legal Notices line reflects any required filing fees or legal notices for administration of the URA; and
- The Audit line not only reflects the projected costs of the audit but also State fees associated with filing the audit.

Respectfully Submitted,

Heide Lambert

City Manager

Budget Committee Changes from Proposed to Approved Budget

TO BE DETERMINED AT BUDGET HEARING

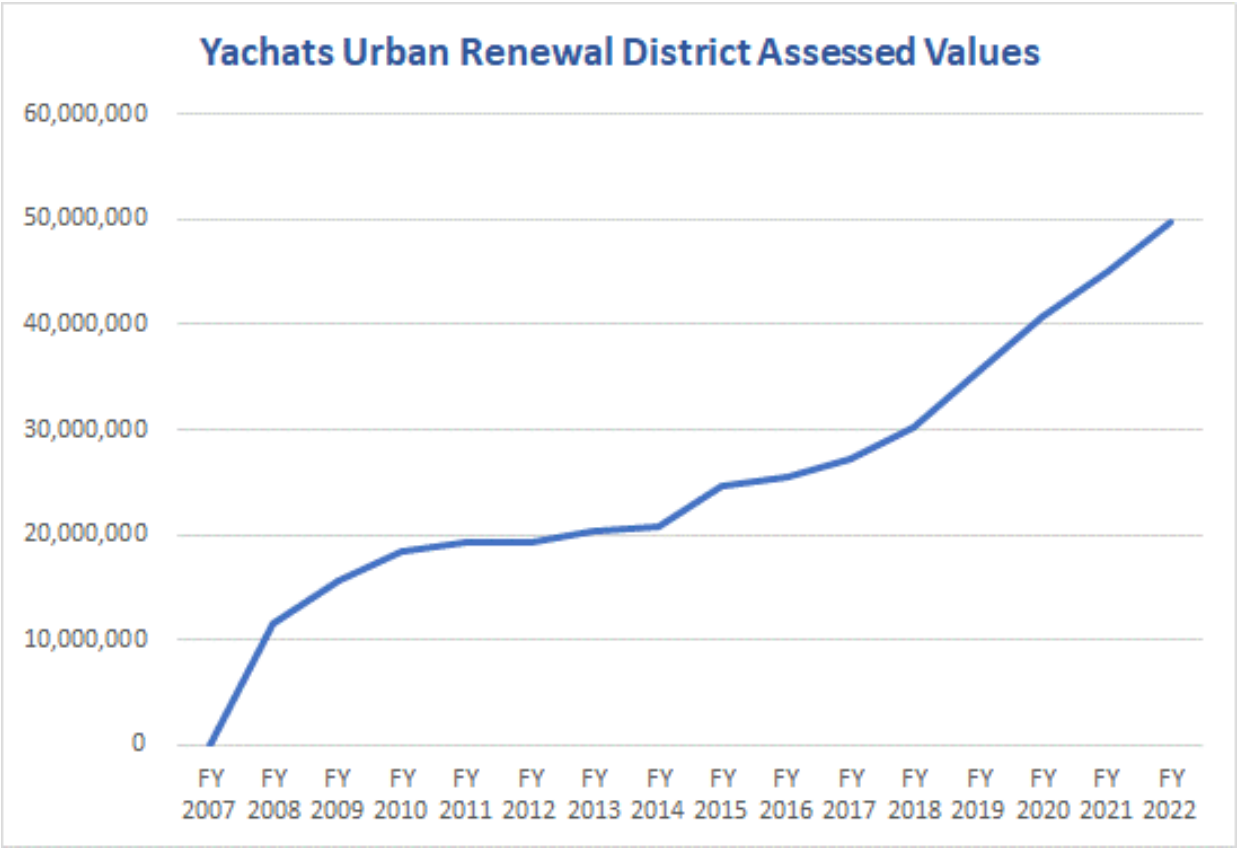


Table 1: Forecasted Project Expenditures following construction of Hwy 101

	ACTUAL & FORECAST REVENUE	CITY ADMIN FEE	MATERIALS & SERVICES	SEWER PLANT, PUMP STATIONS, OTHER IMPR.	I&I	SOUTH WATER TANK	NEW HYDRANTS	STREET REPAIR RESTORE	STORM DRAIN IMPROVEMENTS	SIDEWALKS W/CURBS 101	TRAILS	PARKS, ETC.
FY17	251,443	0	(1,020)	(95,000)		0	0	0	(25,000)	(125,000)	0	0
FY18	278,317	0	(1,500)	(95,000)		0	0	0	0	(50,000)	0	0
FY19	322,029	(13,000)	(3,000)	(95,000)		(100,000)	0	(10,000)			(8,000)	0
FY20	374,059	(14,000)	(3,000)	(95,000)	(25,000)	(100,000)	(4,000)	(10,000)		(42,000)	(8,000)	0
FY21	409,650	(14,000)	(3,000)	(95,000)	(25,000)	(100,000)	(4,000)	(10,000)	0		(8,000)	0
FY22	429,354	(15,000)	(3,000)	(95,000)	(25,000)	(100,000)	(4,000)	(10,000)	(50,000)		(8,000)	(20,000)
FY23	446,819	(16,000)	(3,000)	(95,000)	(25,000)	(100,000)	(4,000)	(13,000)	(50,000)		(8,000)	(20,000)
FY24	464,807	(17,000)	(3,000)	(95,000)	(25,000)	(100,000)	(4,000)	(13,000)	(50,000)		(8,000)	(20,000)
FY25	483,335	(17,000)	(3,000)	(95,000)	(25,000)	(100,000)	(4,000)	(13,000)	(50,000)		(8,000)	(20,000)
FY26	502,419	(18,000)	(4,000)	(145,000)	(25,000)	(100,000)	(5,000)	(13,000)	(50,000)		(9,000)	(20,000)
FY27	522,075	(19,000)	(4,000)	(145,000)	(25,000)	(100,000)	(5,000)	(14,000)	(50,000)		(9,000)	(20,000)
FY28	542,321	(20,000)	(4,000)	(145,000)	(25,000)	(100,000)	(5,000)	(14,000)	(50,000)		(9,000)	(20,000)
FY29	563,174	(20,000)	(4,000)	(145,000)	(25,000)	(100,000)	(5,000)	(14,000)	(50,000)	0	(9,000)	(20,000)
FY30	1,823,802	(21,000)	(4,000)	(100,000)	(16,650)	(100,000)	(5,000)	(14,000)	(50,000)	(150,000)	(10,000)	(20,000)
FY31	0	(22,000)	(4,000)	0		(100,000)	(5,000)	(14,000)	(50,000)	(200,000)	(10,000)	(20,000)
FY32	0	(23,000)	(4,000)	0		(100,000)	(5,000)	(14,000)	(5,500)	(350,000)	(10,000)	(20,000)
FY33	0	(25,000)	(3,631)	0		(5,420)	(5,000)	(15,000)		(296,000)	(10,000)	(20,000)
FY34	0	(11,899)	0	0			(2,650)	(16,782)			(1,350)	(5,843)

Table 2: Actual and Forecasted Project Expenditures

	INTEREST INCOME	ACTUAL & FORECAST REVENUE	CITY ADMIN FEE	MATERIALS & SERVICES	SEWER PLANT, PUMP STATIONS, OTHER IMPR.	I&I	SOUTH WATER TANK	MISCELL LOOPING	UPGRADE SIZE WATERLINE	NEW HYDRANTS	REPLACE MAIN WATER VALVE	STREET REPAIR RESTORE	STORM DRAIN IMPROVEMENTS	SIDEWALKS W/CURBS 101	TRAILS	PARKS, ETC.
FY08	0	112,210	(2,500)	(417)	(100,000)	0	0	0	0	0	0	0	0	0	0	0
FY09	81	154,504	(2,500)	(1,433)	(65,645)	0	0	0	0	0	0	0	0	0	0	0
FY10	50	180,294	(2,500)	(1,401)	(91,897)	0	0	0	0	0	0	0	0	0	0	0
FY11	23	189,180	(2,500)	(1,681)	(97,250)	0	0	0	0	0	0	0	0	0	0	0
FY12	26	189,203	(2,500)	(1,538)	(95,000)	0	(104,193)	0	0	0	0	(33,272)	0	0	0	0
FY13	23	187,497	(2,500)	(1,795)	(95,000)	0	0	0	0	0	0	(17,055)	0	0	0	0
FY14	24	193,276	(9,000)	(1,411)	(95,000)	0	0	0	0	0	0	0	(110,000)	(120,000)	0	(87,457)
FY15	40	228,377	(2,500)	(1,791)	(95,000)	0	(120,000)	0	0	0	0	(8,541)	(26,500)	0	0	0
FY16	174	233,701	(10,000)	(1,902)	(95,000)	0	(100,000)	0	0	0	0	0	0	0	0	0
FY17	809	251,443	0	(1,020)	(95,000)	0	(4,000)	0	0	0	0	0	0	(146,000)	0	0
FY18	0	278,317	0	(1,538)	(95,000)	0	0	0	0	0	0	0	0	(46,000)	0	0
FY19	0	322,029	(13,000)	(2,277)	(95,000)	0	(100,000)	0	0	0	0	(10,000)	0	0	(8,000)	0
FY20	897	374,059	(13,000)	(7,488)	(95,000)	(25,000)	(100,000)	0	0	0	0	0	0	0	0	0
FY21	2,639	417,026	(14,000)	(1,814)	(95,000)	0	(170,000)	0	0	0	0	0	0	(150,000)	0	0
FY22	3,775	456,619	(15,000)	(2,270)	(95,000)	(50,000)	(100,000)	0	0	(12,000)	0	(30,000)	(50,000)	(200,000)	(24,000)	(20,000)
FY23	3,800	474,715	(16,000)	(3,000)	(95,000)	(25,000)	(100,000)	0	0	(4,000)	0	(13,000)	(50,000)	0	(8,000)	(20,000)

Table 3: Urban Renewal Agency Fiscal Year 2022-2023 Budget

2019-2020 2nd Preceding Year	2020-2021 1st Preceding Year	2021-2022 Adopted Budget	2021-2022 Estimated Actual	Description	2022-2023 Proposed Budget by Officer	2022-2023 Approved Budget by Budget Cttee	2022-2023 Adopted Budget by City Council
\$297,767.48	\$432,234.52	\$413,739.00	\$421,085.26	Beginning Balance	\$283,209.29	283,209.29	283,209.29
\$896.64	\$2,563.26	\$2,750.00	\$2,975.69	Interest Earned	\$3,000.00	\$0.00	\$0.00
\$362,605.94	\$408,388.39	\$413,782.00	\$447,619.00	Tax - Property Current	\$457,497.00	\$0.00	\$0.00
\$11,452.80	\$8,637.52	\$15,572.00	\$9,000.00	Tax - Property Past due	\$17,218.00	\$0.00	\$0.00
\$0.00	\$75.58	\$300.00	\$799.34	Other Local Sources	\$800.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	Grants	\$0.00	\$0.00	\$0.00
672,722.86	851,899.27	846,143.00	881,479.29	TOTAL REVENUE	761,724.29	283,209.29	283,209.29
\$13,000.00	\$14,000.00	\$15,000.00	\$15,000.00	Admin Fee Trans to General Fund	\$16,000.00	\$0.00	\$0.00
13,000.00	14,000.00	15,000.00	15,000.00	EXPENSES	16,000.00	0.00	0.00
\$0.00	\$43.91	\$200.00	\$200.00	Dues & Memberships	\$200.00	\$0.00	\$0.00
\$7,280.00	\$1,770.00	\$1,770.00	\$1,770.00	Auditor	\$2,500.00	\$0.00	\$0.00
\$0.00	\$0.10	\$0.00	\$0.00	Bank Charges/Credit Card Fees	\$0.00	\$0.00	\$0.00
\$208.34	\$0.00	\$300.00	\$300.00	Advertising/Legal Notice	\$300.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	Operating Contingency	\$0.00	\$0.00	\$0.00
7,488.34	1,814.01	2,270.00	2,270.00	SERVICES	3,000.00	0.00	0.00
\$0.00	\$70,000.00	\$12,000.00	\$12,000.00	Transfer to Cap Res Water-New Hydrants/Earthquake Valve	\$4,000.00	\$0.00	\$0.00
\$25,000.00	\$0.00	\$50,000.00	\$50,000.00	Transfer to Cap Res Waste-I & I	\$25,000.00	\$0.00	\$0.00
\$0.00	\$150,000.00	\$200,000.00	\$200,000.00	Transfer to Street Capital Reserve-Highway 101 Reimb	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$30,000.00	\$30,000.00	Transfer to Street Capital Reserve-Restore See URD Plan	\$13,000.00	\$0.00	\$0.00
\$0.00	\$0.00	\$50,000.00	\$50,000.00	Transfer to Storm Drains Cap Res-Improve See URD Plan	\$50,000.00	\$0.00	\$0.00
\$0.00	\$0.00	\$44,000.00	\$44,000.00	Transfer to Parks & Trails Cap Res-804 Trail See URD Plan	\$28,000.00	\$0.00	\$0.00
25,000.00	220,000.00	386,000.00	386,000.00	TOTAL CAPITAL PLAN	120,000.00	0.00	0.00
\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00	Transfer to WW Debt Service	\$95,000.00	\$0.00	\$0.00
\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	Transfer to South Tank Debt	\$100,000.00	\$0.00	\$0.00
195,000.00	195,000.00	195,000.00	195,000.00	TOTAL DEBT SERVICE	195,000.00	0.00	0.00
220,000.00	415,000.00	581,000.00	581,000.00	TOTAL TRANSFERS	315,000.00	0.00	0.00
240,488.34	430,814.01	598,270.00	598,270.00	TOTAL EXPENSES	334,000.00	0.00	0.00
432,234.52	421,085.26	247,873.00	283,209.29	RESERVED FOR FUTURE YEARS	427,724.29	283,209.29	283,209.29
672,722.86	851,899.27	846,143.00	881,479.29	TOTAL REQUIREMENTS	761,724.29	283,209.29	283,209.29

Table 4: 2021-2022 Summary of Amounts Received by Taxing Districts

SPECIAL ASSESSMENTS AND URBAN RENEWAL		
	TOTAL AMOUNT TO BE REC'D	DISTRIBUTION%
CL-CAVALIER STREET LIGHTING	3,657.12	0.0027352%
DD1-DRAINAGE DISTRICT NO. 1	1,160.03	0.0008676%
GBL-GLENEDEN BEACH ST LIGHTING	15,447.36	0.0115534%
GSD-GLENEDEN BCH SEWER DLQNT	7,425.00	0.0055533%
MFD-MILLFOUR DRAINAGE DIST	1,843.74	0.0013790%
MH-MANUFACTURED DWELLING ASSE	10,621.13	0.0079438%
FP-STATE FIRE PATROL	568,496.37	0.4251909%
FPS-STATE FIRE PATROL SCHG	198,930.00	0.1487841%
URDB-DIV OF TAXES DEPOE BAY	308,146.22	0.2304693%
URLC-DIV OF TAXES LINCOLN CITY	174,301.34	0.1303638%
URMP-DIV OF TAXES MCLEAN POINT	50,222.93	0.0375628%
URNS-DIV OF TAXES NORTHSIDE	1,265,660.67	0.9466153%
URSB-DIV OF TAXES SOUTH BEACH	2,330,702.98	1.7431838%
URW-DIV OF TAXES WALDPORT #2	83,923.97	0.0627686%
URY-DIV OF TAXES YACHATS	471,177.73	0.3524041%
TOTAL	<u>5,491,716.59</u>	<u>4.1073750%</u>
TOTAL TO BE RECEIVED	133,703,803.42	100.0%

Table 5: 2021-2022 Urban Renewal Values

URBAN RENEWAL VALUES 2021-22				
Code Area	Plan Area	Frozen Value	Excess Value Available	Excess Value Used
413	Depoe Bay Plan	18,183,490	21,115,620	21,115,620
415	Depoe Bay Plan	1,017,460	9,399,930	9,399,930
434	Depoe Bay Plan	0	113,000	113,000
436	Lincoln City Plan	217,135,120	17,482,820	11,056,119
437	Lincoln City Plan	4,105,780	288,780	209,059
438	Lincoln City Plan	12,544,750	2,833,200	638,755
439	Lincoln City Plan	0	0	0
442	Lincoln City Plan	15,904,380	1,243,690	809,822
444	Lincoln City Plan	693,770	42,170	35,325
116	McLean Point Plan	3,286,660	3,521,460	3,521,460
115	Northside Plan	241,335,468	87,458,912	87,458,912
124	South Beach Plan	12,980,768	147,909,142	147,909,142
134	South Beach Plan	239,446	377,674	377,674
136	South Beach Plan	9,522	10,468	10,468
137	South Beach Plan	0	1,000	1,000
153	South Beach Plan	117,847	265,203	265,203
192	South Beach Plan	4,403,068	18,093,472	18,093,472
317	Waldport Plan #2	510,010	5,804,240	5,804,240
318	Waldport Plan #2	42,050	289,070	289,070
319	Waldport Plan #2	0	103,130	103,130
320	Waldport Plan #2	84,490	0	0
321	Waldport Plan #2	88,840	0	0
335	Waldport Plan #2	0	106,300	106,300
388	Waldport Plan #2	0	22,000	22,000
389	Waldport Plan #2	0	61,500	61,500
327	Yachats Plan	1,187,050	1,050,950	1,050,950
328	Yachats Plan	25,288,945	48,737,765	48,737,765
	TOTALS	559,158,914	366,331,496	357,189,916

CHANGED PROPERTY RATIO (CPR) 2021-22		
CLASS	PROPERTY TYPE	RATIO
0	Miscellaneous	1.000
1	Residential	0.702
2 & 3	Commercial-Industr	0.755
036 & 900	Industrial/DOR App	1.000
4	Rural Tract	0.690
5	Farm	0.690
6	Forest	0.690
7	Multi-Family	0.703
8	Recreation	0.799
	Personal Property	1.000