

1. 10:00 A.M. Agenda

Documents:

[2023-11-23 Library Commison Agenda.pdf](#)

2. Meeting Material

Documents:

[2023-09 Financial.pdf](#)

[2023_1113_YachatsLibraryLetter.pdf](#)

3. No Agenda

There is no agenda available for this meeting, please review the minutes.



CITY OF YACHATS
YACHATS LIBRARY COMMISSION MEETING
Thursday, November 16, 2023, at 10:00 am
To Be Held Via Zoom & In Person Located at:
Commons Bldg., Civic Meeting Room 1
441 Hwy 101 N., Yachats OR 97498

Join Zoom Meeting
<https://us02web.zoom.us/j/83990524948>

Meeting ID: 839 9052 4948

AGENDA

- I. Meeting Called to Order
- II. Announcements and Correspondence
- III. Citizen's Concerns (limited to items not on the agenda, 5-minute limitation per person)
- IV. Reports
 - a. Budget report
 - b. Discussion and possible vote regarding whether to renovate the current library building, or to recommend to City Council that the library building be razed.
 - c. Possible additional fundraising needs
 - d. Other possible library expansion news that may not be presented until shortly before the Commission meeting.
 - e. From the Library Administrator
 - f. From Friends of Yachats Library
 - g. The Resiliency Initiative and the library's role in producing a downtown "campus."
- V. Other Ongoing Business
- VI. New Business

*The Library Commission Meeting is held quarterly on the 2nd Thursday at 10:00 am
(January-April-July-October; 2nd Thursday)
(Today's meeting is an exception due to scheduling conflicts.)*

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time.; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541- 547-3565 or Oregon Relay 1- 800-735-2900 (TDD) two days in advance. Posted: 11/08/23 By: Kimmie Jackson, Deputy City Recorder

Library 100-1030
Monthly Financial Detail Report
SEPTEMBER 2023

Printed: 10/09/2023

Period 03 - 03

Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1030	300101	Beginning Balance	\$ 27,751.55	\$ -	\$ 27,751.55	\$ 27,751.55	100.00%	Beginning Balance - Unaudited
100	1030	304480	Gifts/Donations	\$ 150.00	\$ -	\$ -	\$ -	0.00%	
100	1030	304481	Grants	\$ 5,000.00	\$ -	\$ -	\$ -	0.00%	
100	1030	304690	Other State Sources	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
100	1030	314861	Transfer in General Fund	\$ 25,000.00	\$ -	\$ 6,250.00	\$ 6,250.00	25.00%	
			REVENUE	\$ 58,901.55	\$ -	\$ 34,001.55	\$ 34,001.55	57.73%	Quarterly transfer from 100-1010
100	1030	105111	Wastewater Lead	\$ -	\$ 44.46	\$ -	\$ 44.46	0.00%	
100	1030	105114	Field Utility	\$ -	\$ 13.63	\$ -	\$ 13.63	0.00%	
100	1030	105116	Librarian Part Time	\$ 13,800.00	\$ 2,475.00	\$ 1,281.25	\$ 3,756.25	27.22%	
100	1030	105140	Fringe Benefits	\$ 1,000.00	\$ 197.85	\$ 94.26	\$ 292.11	29.21%	
100	1030	105141	Insurance Benefits	\$ 100.00	\$ 20.18	\$ 2.74	\$ 22.92	22.92%	
100	1030	105142	Regular PERS System	\$ -	\$ 7.52	\$ 198.72	\$ 206.24	0.00%	
			PERSONNEL	\$ 14,900.00	\$ 2,758.64	\$ 1,576.97	\$ 4,335.61	29.10%	
100	1030	205222	Insurance	\$ 3,100.00	\$ -	\$ -	\$ -	0.00%	Annual Property/Liability Renewal FY24
100	1030	205240	Office Materials & Supplies	\$ 300.00	\$ 174.37	\$ 153.95	\$ 328.32	109.44%	
100	1030	205251	Telephones/Cell Phones/DSL	\$ 1,400.00	\$ 211.57	\$ 105.31	\$ 316.88	22.63%	
100	1030	205252	Utilities	\$ 1,600.00	\$ 80.39	\$ 79.69	\$ 160.08	10.01%	
100	1030	205260	Contract Expense (Prof Svc)	\$ 1,200.00	\$ -	\$ -	\$ -	0.00%	
100	1030	205282	Software	\$ 700.00	\$ 10.00	\$ 5.00	\$ 15.00	2.14%	
100	1030	205313	Equipment Repair	\$ 300.00	\$ -	\$ -	\$ -	0.00%	
100	1030	205330	Building and Land Maintenance	\$ 2,600.00	\$ 226.00	\$ 100.00	\$ 326.00	12.54%	
100	1030	205335	Custodial Support/Supplies	\$ 3,700.00	\$ 767.01	\$ 240.00	\$ 1,007.01	27.22%	
100	1030	205340	Operating Materials & Supplies	\$ 400.00	\$ -	\$ -	\$ -	0.00%	
100	1030	205345	Books and Periodicals\Children's Books/Programs	\$ 3,000.00	\$ 2,214.14	\$ 1,186.15	\$ 3,400.29	113.34%	
100	1030	205474	Mowing	\$ 100.00	\$ 38.00	\$ -	\$ 38.00	38.00%	
100	1030	205490	Material and Services	\$ 300.00	\$ -	\$ -	\$ -	0.00%	
			MATERIALS AND SERVICES	\$ 18,700.00	\$ 3,721.48	\$ 1,870.10	\$ 5,591.58	29.90%	
			EXPENSE	\$ 33,600.00	\$ 6,480.12	\$ 3,447.07	\$ 9,927.19	29.55%	
			Revenue Total	\$ 58,901.55	\$ -	\$ 34,001.55	\$ 34,001.55	57.73%	
			Expense Total	\$ 33,600.00	\$ 6,480.12	\$ 3,447.07	\$ 9,927.19	29.55%	
			NET GAIN/(LOSS)	\$ 25,301.55	\$ (6,480.12)	\$ 30,554.48	\$ 24,074.36	95.15%	

Library Reserve 150-1030
Monthly Financial Detail Report
SEPTEMBER 2023

Printed: 10/09/2023
 Period 03 - 03
 Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
150	1030	300101	Beginning Balance	\$ 358,369.60	\$ -	\$ 358,369.60	\$ 358,369.60	100.00%	Beginning Balance - Unaudited
150	1030	300105	Beginning Balance-Hall Bequest	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 150,000.00	100.00%	Beginning Balance - Unaudited
150	1030	304481	Grants	\$ 400,000.00	\$ -	\$ -	\$ -	0.00%	
150	1030	314861	Transfer in General Fund	\$ -	\$ -	\$ 265,000.00	\$ 265,000.00	0.00%	Transfer from FY2023
			REVENUE	\$ 908,369.60	\$ -	\$ 773,369.60	\$ 773,369.60	85.14%	
150	1030	407942	Capital Outlay - Buildings	\$ 258,000.00	\$ 5,300.75	\$ 9,720.34	\$ 15,021.09	5.82%	Sep - Caroline Bauman Storage \$400, Foundation Engineering \$8423.09, MD Architech + Design \$897.25
			CAPITAL OUTLAY	\$ 258,000.00	\$ 5,300.75	\$ 9,720.34	\$ 15,021.09	5.82%	
			EXPENSE	\$ 258,000.00	\$ 5,300.75	\$ 9,720.34	\$ 15,021.09	5.82%	
			Revenue Total	\$ 908,369.60	\$ -	\$ 773,369.60	\$ 773,369.60	85.14%	
			Expense Total	\$ 258,000.00	\$ 5,300.75	\$ 9,720.34	\$ 15,021.09	5.82%	
			NET GAIN/(LOSS)	\$ 650,369.60	\$ (5,300.75)	\$ 763,649.26	\$ 758,348.51	116.60%	



PROJECT: City of Yachats – Library Remodel & Addition

DATE: November 13, 2023

TO: David Rivinus, Library Commission Chair

FROM: Marissa Doyle, AIA

RE: Revised Estimate/Structural Analysis based on Geotech report dated August 29, 2023

Based on found conditions from Foundation Engineering’s Geotech report dated August 29; the design team met to discuss the impacts of the recommended foundation on the existing building and the proposed addition. We were directed to perform two construction estimates for the library; one for saving as much of the existing building as possible and the other estimate for a complete teardown and rebuild.

Attached, Exhibit A, is Pioneer Engineering’s preliminary structural review of the existing floor assembly and their recommendations regarding the existing building. Exhibit B is the revised construction estimate from King West. As advised by Pioneer Engineering, the reuse of the existing flooring & foundation is quite an undertaking and regrettably is unsuitable for reuse. King West’s estimate is for a complete rebuild.

Considering all the found conditions, would still like to keep the agreed upon design of the library, except all would be new. This is because the flow of space works, and the design is reminiscent of the original hard work of past volunteers. However, there is a change of scope that needs to be addressed. There is additional structural work for the design of the new foundation (see Exhibit C) and more architectural work for coordination (\$1,800).

Let me know if you have any questions.

Sincerely,

Marissa Doyle, AIA, NCARB

M|D Architect + Design, Co.
P.O. Box 8302 | Coburg, OR 97408
541.636.2900 x2 | Marissa@mdoylearchitect.com

Preliminary Analysis of the Existing Floor Assembly

Peter Degner <Peter@pioneerengr.com>

Thu 11/9/2023 8:56 AM

To: Marissa Doyle <marissa@mdoylearchitect.com>

Good morning Marissa,

I have performed a preliminary review of the floor assembly and below are the findings.

1. The 2x Decking is at its max capacity for the stack rooms (any room where bookshelves are located); however, does pencil as-is.
2. The existing 4x8 HF#2 P.T. floor beams at 48-inches on-center with a span of 6-feet are acceptable except for the stack room zones (any room where bookshelves are located). In the stack rooms we will need to double the beams up. The one positive with needing to double up the beams in the stack room is it will make the decking perform better in those zones and not be stressed to its maximum allowable loads.
3. Since the Soil report recommends helical piers driven approximately 12-14 feet into the ground, we recommend running W12x65, GR50ksi steel beams at 6'-0" o.c. that span the 32 foot dimension. These new steel beams would take the place of all the existing 4x6 posts in the crawl space and would be directly under the 4x8 beams every 6 feet. The steel beam size is approximate for cost purposes only for now and the exact beam size will be determined if we go forward with salvaging the existing floor.
4. Design Assumption: We used the code default stack room loading in this preliminary analysis which is the minimum allowable load for bookshelf loaded floors. We will need to confirm with the team what the actual bookshelves will be to make sure this load is acceptable and may need to increase the loading which would trigger additional floor reinforcement requirements.

In our preliminary review that is summarized above we recommend the floor is removed and replaced. The effort associated with de-loading a post and beam floor and replacing it with steel grade beams that run to the perimeter of the foundation and are supported on helical piers is quite an undertaking. Unfortunately, we have very challenging soils on the site and an existing floor assembly that was designed in a traditional manner with lots of bearing points and small beam sizes that are unable to span long distances.

I wanted to keep our review light at this time but get through enough of the analysis so that Gordon can provide cost comparison numbers for saving the floor versus remove and replace with all new materials. Do not hesitate to call/e-mail with any questions if any of this summary is unclear.

Sincerely,
Peter

Peter Degner

P.E., S.E., Principal | Pioneer Engineering LLC

Office: (541) 746-5841 ext 101 | Peter@pioneerengr.com

www.pioneerengr.com

From: Marissa Doyle <marissa@mdoylearchitect.com>

Sent: Wednesday, November 8, 2023 12:32 PM

To: Peter Degner <Peter@pioneerengr.com>

Subject: Re: Site visit - Monday

In the one photo 38-30.75 is 7.25" and the other photos they are sitting perfectly on the 4x4 posts. So they are 4x8s.

Marissa

Sent via the Samsung Galaxy S23+ 5G, an AT&T 5G smartphone

Get [Outlook for Android](#)

From: Peter Degner <Peter@pioneerengr.com>

Sent: Wednesday, November 8, 2023 11:05:22 AM

To: marissa@mdoylearchitect.com <marissa@mdoylearchitect.com>

Subject: RE: Site visit - Monday

Marissa,

I see now on the bottom left of the page you clearly show the pad footing spacing. I guess all I need to know is what the dimension of the 3" by 8" PT beams were. It looks like they might have been 4x8 beams since they mesh well with the 4x6 posts; however, I don't want to assume anything.

Sincerely,
Peter

Peter Degner

P.E., S.E., Principal | Pioneer Engineering LLC

Office: (541) 746-5841 ext 101 | Peter@pioneerengr.com

www.pioneerengr.com

From: Peter Degner

Sent: Wednesday, November 8, 2023 10:14 AM

To: marissa@mdoylearchitect.com
Subject: RE: Site visit - Monday

Marissa,

I tried calling but you must be outside of cell range so am e-mailing to see if you can help clarify a couple of things.

1. The 3x8 beams under the floor are they a true 3" by 8" or what did they measure out as for width and depth?
2. What are the 3x8 beams bearing on and what is the span between support? It appears they have posts every ___ feet on-center with a potential footing pad.
3. Do you have the pad sizes and posts sizes and beam span between supports?

Sincerely,
Peter

Peter Degner

P.E., S.E., Principal | Pioneer Engineering LLC
Office: (541) 746-5841 ext 101 |

[Peter@pioneere
ngr.com](mailto:Peter@pioneere
ngr.com)

www.pioneerengr.com

From: marissa@mdoylearchitect.com <marissa@mdoylearchitect.com>
Sent: Wednesday, October 25, 2023 1:39 PM
To: 'GORDON KING' <gordonking1@comcast.net>
Cc: Peter Degner <Peter@pioneerengr.com>
Subject: FW: Site visit - Monday

FYI

Marissa Doyle, AIA, NCARB
541.636.2900 x2

M | D Architect + Design, Co.
P.O. Box 8302 | Coburg, Oregon 97408
www.mdoylearchitect.com

From: David Rivinus <libc@yachatsmail.org>
Sent: Wednesday, October 25, 2023 12:34 PM
To: marissa@mdoylearchitect.com
Subject: Re: Site visit - Monday

Thanks, Marissa,

Yup. I think we all see the handwriting on the wall I have been pleasantly surprised, so far, that people have been more open to a tear-down than I had feared. I'll wait to get numbers from Gordon and go from there.

David

David Rivinus
Library Commission Chair

From: marissa@mdoylearchitect.com <marissa@mdoylearchitect.com>
Sent: Wednesday, October 25, 2023 12:02 PM

To: David Rivinus <libc@yachatsmail.org>
Subject: RE: Site visit - Monday

Hi David!

Thanks for opening the crawl space access. I was able to get information back to Peter. I wanted to share this photo with you. While digging I hit sand right under the footing.



The Librarians were wonderful and really helpful.

Thanks,

Marissa Doyle, AIA, NCARB
541.636.2900 x2

M | D Architect + Design, Co.
P.O. Box 8302 | Coburg, Oregon 97408
www.mdoylearchitect.com

From: David Rivinus <libc@yachatsmail.org>
Sent: Monday, October 23, 2023 7:29 AM
To: GORDON KING <gordonking1@comcast.net>; marissa@mdoylearchitect.com
Cc: Peter Degner <Peter@pioneerengr.com>
Subject: Re: Site visit - Monday

OK. Thanks for the clarification, Gordon. Things got really mixed up when the email went into my spam folder.

Marissa: If I can get out of the meeting early, I will come straight to the library. In any case, the library will be closed, but our librarian, Traci Altson, is sometimes there early, and I will let her know that you'll be working around the outside of the building.

David

David Rivinus
Library Commission Chair

From: GORDON KING <gordonking1@comcast.net>
Sent: Monday, October 23, 2023 6:25 AM
To: David Rivinus <libc@yachatsmail.org>; marissa@mdoylearchitect.com <marissa@mdoylearchitect.com>
Cc: Peter Degner <Peter@pioneerengr.com>
Subject: Re: Site visit - Monday

Good Morning David,

Marissa is scheduled to be there around 11 to look at the crawl space and existing foundation. Good reminder about the crawl space access on the south side of the building.

Thanks,

Gordon King

On 10/22/2023 1:38 PM PDT David Rivinus <libc@yachatsmail.org> wrote:

Gordon--

For some reason your email ended up in my spam folder, so I am just now seeing it. But it's not too late to respond to your message.

Linn West and I will be in a meeting until noon on Monday, but I will let library people know that you will be snooping around the property. I'm sure you remember that access to the crawl space is a matter of unscrewing some sheetrock screws, so you should be fine. Digging is also fine.

I will come down to the library as soon as our meeting is over; sometimes it finishes a bit early. Don't wait around for me, but if you're still there, it will be great to see you and chat a bit.

I've now designated your emails as "not spam," so hopefully, that won't happen again.

Again, my apologies,

David

David Rivinus
Library Commission Chair

From: marissa@mdoylearchitect.com <marissa@mdoylearchitect.com>
Sent: Friday, October 20, 2023 1:58 PM
To: David Rivinus <libc@yachatsmail.org>
Cc: 'GORDON KING' <gordonking1@comcast.net>; 'Peter Degner' <Peter@pioneerengr.com>
Subject: Site visit - Monday

Hi David,

I am planning on visiting the Library on Monday. I should get there around 11 a.m. I'll need access to the crawl space and will have to do some investigative digging in an inconspicuous location to verify the existing stem wall footing depth and thickness.

Let me know if that date/time works for the Library/city. It shouldn't take any longer than an hour. If that date doesn't work, then I'm looking at a Thursday trip.

Thanks,
Marissa Doyle, AIA, NCARB
541.636.2900 x2

M | D Architect + Design, Co.
P.O. Box 8302 | Coburg, Oregon 97408

www.mdoylearchitect.com

King West Inc		503-551-1718	ccb #200610	EXHIBIT B	
PO Box 2193		Salem Oregon	97308		
JOB:				2,022	11-6-23
ADDRESS:	Yachats Library				
			3840	1,457,500	0
			1152000		
CSI	DISCRPTION		Unit	SUBCONTRACTOR/VENDOR	
1000	GENERAL REQUIREMENTS				
	Design				
	Architect Drawings				
	Site Plan				
	Structural Engineering				
	Geo-Technical Evaluation				
	Survey				
	Sanitary and Septic evaluation				
	Building Permits				
	Park SDC				
	TOTAL				
2000	SITE WORK				NOTES
2100	DEMOLITION			35000	
2102	SITE PREPERATION AND CLEANUP			\$ 7,000	
	Temp Security and Fencing				
	Site Cleanup and pad prep				
2400	EARTHWORK			\$ 60,000	
	Grading				
2510	ASPHALT PAVING			\$ 8,000	
	Curbs				
2700	SITE UTILITIES			\$ 60,000	
	Water Line				
	Sanitary Sewer				
	Storm Sewer				
	Franchise Utilities				
2810	FENCING				
	Backfill and Final Grade				
2900	LANDSCAPING			\$ 70,000	
	Backfill and final grade				
	Irrigation				
	Planting, Barckdust, Sod				
	TOTAL				
3000	Concrete				
3100	FOUNDATION STAKING			\$ 6,000	
3200	CONCRETE FOUNDATION			\$ 60,000	
	Deck Piers			\$ 160,000	
3300	SIDEWALKS			\$ 40,000	
6000	WOOD AND PLASTICS				
6100	ROUGH CARPENTRY			\$ 145,000	
	SIDING			\$ 45,000	
6220	FINISH CARPENTRY			\$ 50,000	custom by others
6750	CABINETS			\$ 30,000	custom by others

7000	THERMALS AND MOISTURE PROTECTION				
7430	INSULATION			\$	30,000
7300	ROOFING	Asphalt Shingles		\$	25,000
7400	GUTTERS			\$	4,000
8000	DOORS AND WINDOWS				
	EXTERIOR DOORS				
	INTERIOR DOORS				
	HARDWARE				
	WINDOWS				custom made
	TRIM PACKAGE				
				\$	60,000
9000	FINISHES				
9200	DRYWALL			\$	45,000
9900	PAINTING			\$	45,000
9650	FLOOR COVERING			\$	40,000
	CABINETS			\$	40,000
10000	SPECIALITIES				
10800	TOILET ACCESSORIES				
11000	EQUIPMENT				
				\$	5,000
12000	FURNISHINGS				
	Miscellaneous			\$	3,000
15000	MECHANICAL				
15400	PLUMBING			\$	40,000
	HVAC			\$	60,000
15500		Heating			
		Fan Ducting			
	GENERATOR				
15300	FIRE SPRINKLERS			\$	20,000 optional
16000	ELECTRICAL				
16100	ELECTRICAL			\$	45,000
16775	LOW VOLTAGE				
	Temp Power/Utilities			\$	5,000
16000	Misc				
	Temp Sanitary			\$	2,000
	Security				
	Cleanup			\$	20,000
	Contractor			\$	60,000
	CONSTRUCTION COST				\$1,325,000
	TOTAL CONSTRUCTION INCLUDE PERMITS AND SOFT COSTS			\$	1,325,000
	Contingency	10%		\$	132,500
TOTAL BID PRICE				\$	1,457,500

Fw: Yachats Library

marissa@mdoylearchitect.com <marissa@mdoylearchitect.com>

Mon 11/13/2023 1:21 PM

To: 'Dan Bramske' <dan@bramske.com>

Peter's break down

Marissa Doyle, AIA, NCARB

541.636.2900 x2

M | D Architect + Design, Co.

P.O. Box 8302 | Coburg, Oregon 97408

From: Peter Degner <Peter@pioneerengr.com>**Sent:** Monday, November 13, 2023 1:17 PM**To:** marissa@mdoylearchitect.com <marissa@mdoylearchitect.com>**Subject:** Yachats Library

Marissa,

I thought it might be helpful to sum things up in e-mail instead of calling. Please call if you have any questions or want to discuss in greater detail.

Invoice that was sent: Time breakdown

- Review of Existing Structure and preliminary options to salvage it (meetings, analysis, preliminary details) = 23@ \$150/hr = \$3,450
- Reviewing Geotechnical Report and discussing project impacts = 2@ \$150/hr = \$300
- Meetings and preliminary design of new library = 6@ \$100/hr + 11@ \$150/hr = \$2,250

The Geotech report and review of existing structure time is outside of the 12k scope of work. The \$2,250 cost is part of the 12k scope of work. If we go forward demoing the entire building I anticipate the new foundation to be approximately 6.5k in additional fees beyond the 12k proposal. This 6.5k would be in addition to the time already spend in reviewing the existing foundation.

Sincerely,
Peter

Peter Degner

P.E., S.E., Principal | Pioneer Engineering LLC

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