

1. 10:00 A.M. Agenda

Documents:

[2024-01-11 Library Commison Agenda.pdf](#)

2. Meeting Material

Documents:

[Nov 2023 Financials.pdf](#)

[Presentation.pdf](#)

[Amended Presentation.pdf](#)

[FURTHER REVISIONS OF THE PRESENTATION DOCUMENT.pdf](#)

[Vertical Evacuation Structure.pdf](#)

[3 Library Resiliency Locations.pdf](#)

[Blue Whale Placement Elevation.pdf](#)

[Tsunami Roof.pdf](#)



CITY OF YACHATS
YACHATS LIBRARY COMMISSION MEETING
Thursday, January 11, 2024, 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. Acknowledgement and expression of thanks to Commissioners Naomi Steenson and Viki West for their continued service on the Commission as they enter their second term.
- V. Election
 - a. Commission Chair for 2024
 - b. Commission Vice-Chair for 2024
- VI. Reports
 - a. Budget Report
 - b. Discussion and vote regarding a possible presentation to the City Council asking for guidance on whether to continue with the library expansion/replacement project.
 - c. Updating the Commission on the latest expansion project developments, specifically the involvement of the Resiliency Team.
 - d. Report on engineering upgrades needed if the library roof were made suitable as a tsunami evacuation gathering site.
 - e. Introduction and discussion regarding a manual for new commissioners.
 - f. From the Library Administrator
 - g. From Friends of Yachats Library
- VII. Other Ongoing Business
- VIII. New Business
- IX. Adjournment

*The Library Commission Meeting is held quarterly on the 2nd Thursday at 10:00 am
(January-April-July-October)*

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: 01/11/2024 By: Kimmie Jackson, Deputy City Recorder

Library 100-1030
Monthly Financial Detail Report
NOVEMBER 2023

Printed: 12/11/2023
 Period 05 - 05
 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%	Quarterly transfer from 100-1010
			REVENUE	\$ 58,901.55	\$ 34,001.55	\$ -	\$ 34,001.55	57.73%	
100	1030	105110	Water Lead	\$ -	\$ -	\$ 44.70	\$ 44.70	0.00%	
100	1030	105111	Wastewater Lead	\$ -	\$ 44.46	\$ 44.46	\$ 88.92	0.00%	
100	1030	105114	Field Utility	\$ -	\$ 13.63	\$ -	\$ 13.63	0.00%	
100	1030	105116	Librarian Part Time	\$ 13,800.00	\$ 4,818.75	\$ 1,200.00	\$ 6,018.75	43.61%	
100	1030	105121	Field Utility Journeyman	\$ -	\$ -	\$ 30.23	\$ 30.23	0.00%	
100	1030	105140	Fringe Benefits	\$ 1,000.00	\$ 370.28	\$ 96.99	\$ 467.27	46.73%	
100	1030	105141	Insurance Benefits	\$ 100.00	\$ 25.19	\$ 22.24	\$ 47.43	47.43%	
100	1030	105142	Regular PERS System	\$ -	\$ 371.04	\$ 205.97	\$ 577.01	0.00%	
			PERSONNEL	\$ 14,900.00	\$ 5,643.35	\$ 1,644.59	\$ 7,287.94	48.91%	
100	1030	205222	Insurance	\$ 3,100.00	\$ -	\$ -	\$ -	0.00%	Annual Property/Liability Renewal FY24
100	1030	205240	Office Materials & Supplies	\$ 300.00	\$ 577.04	\$ 12.77	\$ 589.81	196.60%	
100	1030	205251	Telephones/Cell Phones/DSL	\$ 1,400.00	\$ 420.70	\$ 103.89	\$ 524.59	37.47%	
100	1030	205252	Utilities	\$ 1,600.00	\$ 244.98	\$ 101.38	\$ 346.36	21.65%	
100	1030	205260	Contract Expense (Prof Svc)	\$ 1,200.00	\$ -	\$ 729.95	\$ 729.95	60.83%	Nov - Library Concepts S729.95
100	1030	205282	Software	\$ 700.00	\$ 20.00	\$ -	\$ 20.00	2.86%	
100	1030	205313	Equipment Repair	\$ 300.00	\$ -	\$ -	\$ -	0.00%	
100	1030	205330	Building and Land Maintenance	\$ 2,600.00	\$ 426.00	\$ 212.34	\$ 638.34	24.55%	
100	1030	205335	Custodial Support/Supplies	\$ 3,700.00	\$ 1,247.01	\$ 367.17	\$ 1,614.18	43.63%	
100	1030	205340	Operating Materials & Supplies	\$ 400.00	\$ -	\$ -	\$ -	0.00%	
100	1030	205345	Books and Periodicals\Children's Books/Pt	\$ 3,000.00	\$ 4,001.79	\$ 773.21	\$ 4,775.00	159.17%	
100	1030	205474	Mowing	\$ 100.00	\$ 38.00	\$ 19.00	\$ 57.00	57.00%	
100	1030	205490	Material and Services	\$ 300.00	\$ -	\$ -	\$ -	0.00%	
			MATERIALS AND SERVICES	\$ 18,700.00	\$ 6,975.52	\$ 2,319.71	\$ 9,295.23	49.71%	
			EXPENSE	\$ 33,600.00	\$ 12,618.87	\$ 3,964.30	\$ 16,583.17	49.35%	
			Revenue Total	\$ 58,901.55	\$ 34,001.55	\$ -	\$ 34,001.55	57.73%	
			Expense Total	\$ 33,600.00	\$ 12,618.87	\$ 3,964.30	\$ 16,583.17	49.35%	
			NET GAIN/(LOSS)	\$ 25,301.55	\$ 21,382.68	\$ (3,964.30)	\$ 17,418.38	68.84%	

Library Reserve 150-1030
Monthly Financial Detail Report
NOVEMBER 2023

Printed: 12/11/2023

Period 05 - 05

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	\$ 17,176.09	\$ 7,323.90	\$ 24,499.99	9.50%	Nov - MD Architech + Design \$7323.90
			CAPITAL OUTLAY	\$ 258,000.00	\$ 17,176.09	\$ 7,323.90	\$ 24,499.99	9.50%	
			EXPENSE	\$ 258,000.00	\$ 17,176.09	\$ 7,323.90	\$ 24,499.99	9.50%	
			Revenue Total	\$ 908,369.60	\$ 773,369.60	\$ -	\$ 773,369.60	85.14%	
			Expense Total	\$ 258,000.00	\$ 17,176.09	\$ 7,323.90	\$ 24,499.99	9.50%	
			NET GAIN/(LOSS)	\$ 650,369.60	\$ 756,193.51	\$ (7,323.90)	\$ 748,869.61	115.15%	

January 11, 2024

Dear Library Commissioners,

Please find attached a draft of a proposed presentation from the Library Commission to the Yachats City Council. If the presentation were to take place, this document would need to be adjusted to fit the categories of a new City form for such submissions. But the content would not change. We will discuss this possible presentation at our January meeting. In the meantime, please make any comments, suggestions, or corrections.

Thank you,
David—Commission Chair

OVERVIEW

The Yachats Library Commission is requesting the guidance of the Yachats City Council regarding the Library's building expansion project: Does the City Council recommend that the Library continue to pursue this building expansion despite a cost estimate that continues to rise?

BACKGROUND

In November of 2023, the structural engineer working on this project concluded that it would be less expensive to raze the current building than to try and renovate it and bring it up to code; this would mean constructing an entirely new library. The cost estimate for the overall project, including the new building, jumped to nearly \$1.5 million. Learning of our possible plans, the Yachats Public Works Department, which has long been short on space, suggested that, rather than raze the current building, the Library should simply allow its building to be repurposed for Public Works' use, and have the City buy another property for a new Library.

PROS

Conceptually, this idea is both wonderful and workable. Such an arrangement would benefit both the Library and Public Works. It could potentially bring the Library building to a more agreeable location, nearer—possibly even directly onto—the downtown city campus. The building would be modernized to bring it up to code, with ADA access, high (possibly self-sustaining) energy efficiency, and it would create a suitable gathering place in the event of a natural disaster. Much of the funding for the project has already been raised/collected—somewhat over \$900,000 to date—and there is optimism that the balance could be reached. Especially if there were an emphasis on resiliency, there is ample state funding available. There is still plenty of enthusiasm for moving forward, with proponents arguing that the price will most certainly not drop just by waiting longer, and an opportunity like this might not come along again. Proponents also point out that the City is growing, and that it would be advisable for the community to anticipate the greater civic needs down the road.

CONS

There are those who feel that the price is ballooning, and that it will likely go up again. They are concerned that investing this much money in a building that will undoubtedly be situated in a tsunami zone is inadvisable. They point out that the Library building, as it currently exists, serves the community adequately, and there is little sign that the community's demand will grow enough to warrant a bigger, more elaborate structure. They suggest, instead, renovating the current building and leaving its footprint as is. Were that to be the course of action, a building permit would not be required. Even if the two grants that the Library has been awarded were returned, there would still be enough money in the Library's coffers to afford this more modest upgrade. They feel that, despite the appeal of the expansion project *idea*, it is not a good investment of the Library's or the City's funds, especially as the cost will almost assuredly continue to rise.

SUMMARY

Work on this project began in 2019 when an expansion of the Library building was recommended in the Library's *Needs Assessment* report. Since then, planning and activity have been constant over a four-year period. The Library Commission feels that we are simply too close and too invested in this project to make an objective decision about whether to continue. We request the City Council's input, and we will be guided by its recommendation.

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THERE ARE TWO PERSPECTIVES AS FOLLOWS:

***Conceptually, this idea is both wonderful and workable. Such an arrangement would benefit both the Library and Public Works. It could potentially bring the Library building to a more agreeable location, nearer—possibly even directly onto—the downtown city campus. The building would be modernized to bring it up to code, with ADA access, high (possibly self-sustaining) energy efficiency, and it would create a suitable gathering place in the event of a natural disaster. Much of the funding for the project has already been raised/collected—somewhat over \$900,000 to date—and there is optimism that the balance could be reached. Especially if there were an emphasis on resiliency, there is state funding available. There is still plenty of enthusiasm for moving forward. The price will most certainly not drop just by waiting longer, and an opportunity like this might not come along again. The City is growing, and it would be advisable for the community to anticipate the greater civic needs down the road.

***The price of this project is ballooning, and it will likely go up again. Investing this much money in a building that will undoubtedly be situated in a tsunami zone is unadvisable. The Library building, as it currently exists, serves the community adequately, and there is little sign that the community's demand will grow enough to warrant a bigger, more elaborate structure. Rather than building a new, expensive structure, work to renovate the current building, leaving its footprint as is. Were that to be the course of action, a building permit would not be required. Even if the two grants that the Library has been awarded were returned, there would still be enough money in the Library's coffers to afford this more modest upgrade. Despite the appeal of the expansion project *idea*, it is not a good investment of the Library's or the City's funds, especially as the cost will almost assuredly continue to rise.

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Work on this project began in 2019 when an expansion of the Library building was recommended in the Library's *Needs Assessment* report. Since then, planning and activity have been constant over a four-year period. The Library Commission feels that we are simply too close and too invested in this project to make an objective decision about whether to continue. We request the City Council's input, and we will be guided by its recommendation.

FURTHER REVISIONS OF THE PRESENTATION DOCUMENT

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***The price of this project has consistently inflated, and it will likely go up again. Investing this much money in a building that will be situated in a potential tsunami zone is unadvisable. The Library building, as it currently exists, serves the community adequately with few indicators that the community's demand will grow enough to warrant a bigger, more elaborate structure. Rather than building a new, expensive structure, work to renovate the current building, leaving its footprint as is. Were that to be the course of action, a building permit would not be required. Even if the two grants that the Library has been awarded were returned, there would still be enough money in the Library's coffers to afford this more modest upgrade. Despite the appeal of the expansion project *idea*, it is not a good investment of the Library's or the City's funds, especially as the cost will almost assuredly continue to rise.

Vertical Evacuation Structure Considerations for Yachats Library

Should Yachats elect to build a new library building, utilizing the roof of the building as a vertical evacuation structure has been suggested in discussions related to improving the resiliency of the community. A vertical evacuation structure is an alternative when horizontal evacuation from a tsunami inundation zone is not feasible. While horizontal evacuation to ground above the inundation zone is generally feasible in Yachats, a near source earthquake could potentially result in a tsunami reaching the coast in as little as 20 minutes. Residents within central Yachats west of US 101 would be well-served by a vertical evacuation structure in such an event.

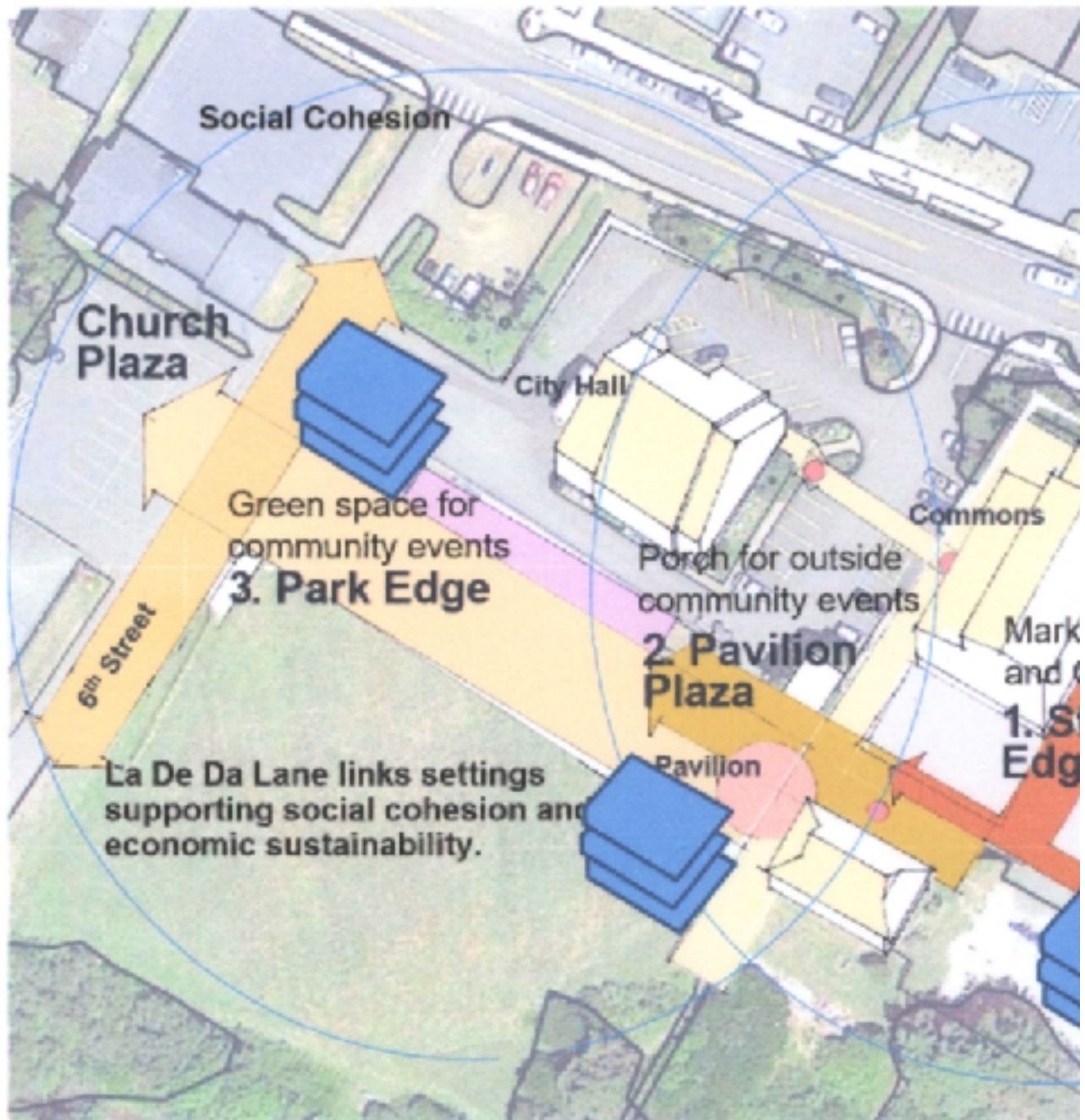
Design considerations for a vertical evacuation structure include:

- The design standards, in addition to the Oregon State Building Code, are FEMA publication P-646 and American Society of Civil Engineers publication ASCE 7-16.
- A vertical evacuation structure is intended to be a short term safe haven from tsunami inundation and is not meant to be an emergency shelter. It is expected that users would occupy the roof structure for several hours at most.
- The evacuation structure must be designed as an “essential facility” per the building code and ASCE 7-16. This increases the seismic design load by 50% over a standard occupancy building such as a library. The seismic load increase is also a requirement for emergency shelters so the building structure would be code compliant for emergency use other than tsunamis.
- The structure must be designed to resist seismic and tsunami loads as well as being designed to resist progressive collapse due to impact from floating debris.
- The building structure should be structural steel or reinforced concrete. The foundation structure should be reinforced concrete.
- Using the roof of the library as an evacuation structure will affect the appearance of the building – a parapet would be needed and high slope roofs could not be used.
- The recommended occupant load factor per FEMA P-646 is 1 person per 10 sf of floor area. A 1000 sf area would result in an occupant load of 100 persons. Egress from the floor would need to be building code compliant.
- The roof structure would need to be designed for an assembly live load (100 psf), which is five times higher than the typical roof design live load (20 psf).
- The floor of the evacuation structure (i.e., library roof) must be at least 10 feet above 130% of the expected inundation level. For example, if the expected water level above the ground at the building is 20 feet, the height of the roof above the ground would be $20 \times 1.3 + 10 = 36$ feet.

Based on the above items, designing the library to be a vertical evacuation structure will significantly increase construction costs and design team fees. In my opinion, the cost of the project could increase by hundreds of thousands of dollars.

Grants for construction of vertical evacuation structures are available from FEMA’s Hazard Mitigation Program and may also be available from other federal agencies, such as the Departments of Commerce, Homeland Security and Housing and Urban Development. State and private funding may also be available.

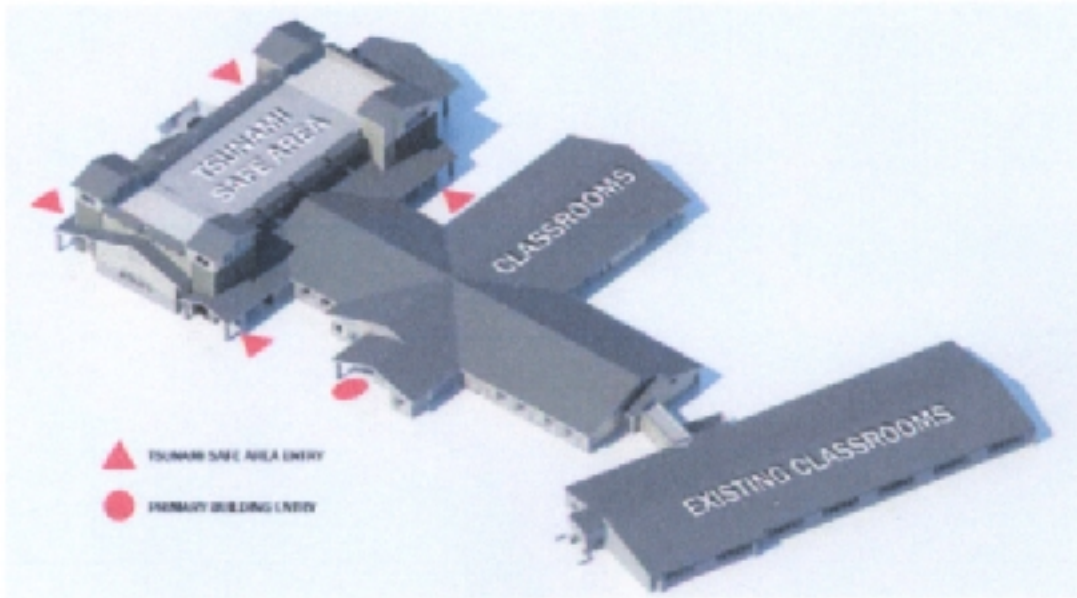
Framework to Connect North & South



The above rendering is a view of the downtown Yachats



The above rendering is a profile view of two possible p



PROTECTION
high
medium
small



The above rendering is a view the Ocosta elementary