

1. 1:00 P.M. Agenda

Documents:

[2024-02-21 City Council Regular Meeting Agenda.pdf](#)

2. Agenda Packet

Documents:

[Council Packet.pdf](#)

[Final Yachats Resilient Civic Campus Plan.pdf](#)



CITY OF YACHATS
441 N Hwy 101, Civic Meeting Room 1
Wednesday, February 21, 2024, at 1:00 pm
To Be Held In-Person & Via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/89654498587>

Meeting ID: 896 5449 8587

Regular Council Meeting

- I. Announcements, Proclamations, and Correspondence**
 - a. [Librarian Retirement Proclamation](#)
- II. Public Comment** - limited to items not on the agenda
(5-minute limitation per person)
- III. Public Hearing**
 - a. Fireworks Ordinance
 - i. [Link to ordinance](#)
 - ii. *Public comment*
 - b. Camping Ordinance
 - i. [Link to ordinance](#)
 - ii. [City-owned property](#)
 - iii. *Public comment*
- IV. Consent Agenda – Vote to Approve**
 - a. City Manager and City Staff Report
 - i. [Link to report](#)
 - b. Commission/Committee Meeting Summaries
 - i. [Link to summaries](#)
 - c. Financial Reports
 - i. [Link to January 2024 high-level finance overview](#)
 - ii. [Link to January 2024 financial report council](#)
 - iii. [Link to January 2024 financial fund balance & contract expense](#)
- V. New Business**

The Yachats City Council meetings are open to the public and interested citizens are invited to attend via Zoom. 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. POSTED February 14, 2024 By: Kimmie Jackson Deputy City Recorder



- a. Reduce speed on Highway 101 in Yachats city limits
 - i. [Link to supporting documents](#)
- b. Tax collection penalty, amending ordinance
 - i. [Link to occupancy tax](#)
 - ii. [Link to food & beverage code](#)
- c. Post office concerns
- d. LCHAB is looking for a representative and alternate to be appointed to the Board for the next year from the City Council

VI. Ongoing Business

- a. Resiliency Grant Project Update
 - i. [Link to the final project](#)
 - ii. [Link to the final civic campus resilient plan](#)
- b. Estuary Boardwalk- Status update
 - i. [Resolution of approval for applying for the ORPD Grant](#)
- c. Commons Readerboard Sign
 - i. [Link to sign example image](#)

VII. Other Business

- a. From the Mayor
- b. From Council
- c. From Staff



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CITY OF YACHATS

Proclamation

- WHEREAS** one of Yachats greatest resources is its volunteers and the time and energy they devote toward a healthy and productive city and
- WHEREAS** each year our volunteers contribute their time to the betterment of our community; and
- WHEREAS** Jane Shay has for twelve years worked tirelessly and selflessly superbly serving first as the assistant Children's Librarian and then the Children's Librarian of the Yachats Public Library and
- WHEREAS,** it has long been a tradition in our community for volunteers to perform work of the highest quality and to brighten the lives of others, especially in the service of children; and
- WHEREAS** it is fitting to recognize Jane Shay today.

NOW, THEREFORE, the Yachats CITY COUNCIL does hereby proclaim and thanks Jane Shay and takes immense pleasure in offering our sincere gratitude and appreciation for her dedicated, selfless, and compassionate efforts.

PASSED AND ADOPTED this 21st day of February 2024

Craig Berdie, Mayor

City of Yachats

**CITY OF YACHATS
ORDINANCE NO. 373**

**AN ORDINANCE AMENDING THE YACHATS MUNICIPAL CODE
CHAPTER 5.04 FIREWORKS**



WHEREAS, the Lincoln County Board of Commissioners passed LC Ordinance 532 banning the use, sale and possession of consumer fireworks; and

WHEREAS, the City Council wishes to support a consistent approach to fireworks regulation in the area;

NOW THEREFORE, THE CITY OF YACHATS ORDAINS AS FOLLOWS:

Chapter 5.04 of the Yachats Municipal Code shall be amended as follows:

Title 5. Health and Safety

Chapter 5.04. FIREWORKS

§ 5.04.010. Definitions

The words and phrases in YMC Chapter 5.04 shall have the meaning provided in ORS Chapter 480.

§ 5.04.020. Fireworks prohibited.

- A. The possession, discharge, detonation, or use of consumer fireworks is prohibited within the City of Yachats.
- B. The sale of consumer fireworks is prohibited within the City of Yachats.
- C. This section does not prohibit display fireworks permitted under ORS 480.130 to 480.150.
- D. The Lincoln County Sheriff's office, acting under the authority granted by Lincoln County, may confiscate, destroy, remove, or have removed at the owner's expense all fireworks in violation of this section.

§ 5.04.030. Violation—Penalty.

Any person who violates a provision of this chapter commits a Class B civil infraction and shall be subject to the procedures and penalties of Chapter 1.12, as now constituted or hereafter amended, revised or repealed.

**CITY OF YACHATS
ORDINANCE NO. 373**

**AN ORDINANCE AMENDING THE YACHATS MUNICIPAL CODE
CHAPTER 5.04 FIREWORKS**

PASSED AND ADOPTED by the City Council of the City of Yachats on this 21st day of February 2024.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

APPROVED by the Mayor this 21st day of February 2024

Attest:

Craig Berdie, Mayor

Bobbi Price, City Manager

DRAFT

CITY OF YACHATS
ORDINANCE NO. 374

new

AN ORDINANCE CREATING A NEW CHAPTER 5.02 IN THE YACHATS MUNICIPAL
CODE RELATED TO CAMPING

ask here

Whereas, the City of Yachats is experiencing an increase of unsanctioned camping in public spaces and rights-of-way, especially during the summer months. The entire state of Oregon, at all levels of government, is struggling to address issues related to affordable housing and those without adequate housing; and

Whereas, the current Municipal Code regulates certain activities on public property and parking on public streets. These code provisions were not designed to manage the current circumstances of unsheltered homelessness in public places within the City; and

Whereas, public rights-of-way are designed and intended for travel, transportation, and provision of utility services, among other uses. The City's parks were designed and intended for recreational uses and outdoor activities. Public rights-of-way and city parks were not designed or intended for overnight use in the same way as a recreational camp site. People living in makeshift camps in the right-of-way, local parks, or vehicles often lack access to safe and sanitary restrooms and trash receptacles, resulting in unsanitary conditions from improper disposal of human waste and trash; and

Whereas, the City has a responsibility as the road authority to manage its streets and sidewalks as safe, passable, and accessible; and

Whereas, this Ordinance is intended to address health and safety concerns of both the travelling public and individuals residing or camping within the City, promote a safe environment, limit unsanitary conditions, allocate limited public resources effectively, and meet legal and humanitarian standards for all people within the City; and

Whereas, the City finds that limitations on the locations of campsites on City property supports the safety of people in the campsites as well as the traveling public and community; and

Whereas, ORS 195.530 provides: "Any city or county law that regulates the acts of sitting, lying, sleeping or keeping warm and dry outdoors on public property that is open to the public must be objectively reasonable as to time, place and manner with regards to persons experiencing homelessness;" and

Whereas, this Ordinance is intended to establish objectively reasonable time, place, and manner regulations, in compliance with ORS 195.530, that balance the statutory obligations placed upon the City with the City's obligation to manage public spaces to meet their intended uses and to maintain health and safety for everyone in the City,

NOW THEREFORE, the City of Yachats ordains as follows:

Section 1. Yachats Municipal Code Chapter 5.02.

A new Chapter 5.02, Camping, is added to the Yachats Municipal Code as follows:

Chapter 5.02 Camping

Section 5.02.010 Definitions

As used in this Chapter, the following terms are defined as follows:

- A. "Camp" or "camping" means to pitch, erect, create, use or occupy camp facilities for the purposes of habitation, as evidenced by the use of camp paraphernalia.
- B. "Camp facilities" include, but are not limited to, tents, huts, temporary shelters, motor vehicles or recreational vehicles.
- C. "Camp paraphernalia" includes, but is not limited to, tarpaulins, cots, beds, sleeping bags, blankets, mattresses, hammocks, or outdoor cooking devices or utensils and similar equipment.
- D. "Established campsite" or "campsite" means any place where one or more persons have established temporary sleeping accommodations by use of camp facilities and/or camp paraphernalia for more than 24 consecutive hours.
- E. "Family" has the meaning set forth in Section 9.04.030 of the Yachats Municipal Code.
- F. "Motor vehicle" has the meaning given that term in ORS 801.360.
- G. "Park areas" mean an open or enclosed tract of land set apart and devoted for the purposes of pleasure, recreation, light and air for the general public.
- H. "Parking lot" means a developed location that is designated for parking motor vehicles, whether developed with asphalt, concrete, gravel, or other material.
- I. "Publicly owned property" means any real property or structures owned, leased, or managed by the City or other government agency including public rights-of-way.
- J. "Recreational fire" means a fire for the cooking of food or for warmth, fellowship or ceremonial purposes.
- K. "Recreational vehicle" has the meaning set forth in Section 9.04.030 of the Yachats Municipal Code.
- L. "Right of way" has the meaning set forth in Section 9.04.030 of the Yachats Municipal Code.
- M. "Solid waste" has the meaning set forth in Section 5.10.020 of the Yachats Municipal Code.
- N. "Store" or "storage" means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.

- O. "Street" has the meaning set forth in Section 9.04.030 of the Yachats Municipal Code.

Section 5.02.020 Permitted Camping

All persons participating in a camping program as described in this section do so at their own risk, and nothing in this section or chapter creates or establishes any duty or liability for the City or its officers, employees or agents, with respect to any loss related to bodily injury (including death) or property damage, theft or destruction.

- A. To allow for legal camping within the City, the prohibitions established in other sections of this code shall not apply under any one of the following conditions:
1. The property involved is zoned Industrial, Public Facility or Commercial, and the property owner has registered the temporary camping location with the City. The City may require the site to be part of a supervised program operated by the owner or its agent.
 2. Camping is occurring in accordance with a duly executed emergency declaration made pursuant to the Yachats Municipal Code.
 3. The property is developed and owned by a religious institution or place of worship, regardless of the zoning designation of the property. The City shall require the site to be part of a supervised program operated by the owner or its agent.
 4. The property is residential zoned property, provided the campers are family and the property owner has registered the temporary camping location with the City.
- B. This section does not prevent short term (less than 14 days) camping on residential zoned property by family and friends of the property owner for purposes of recreational usage of one's property unless deemed a nuisance under YMC Chapter 5.08.
- C. In addition, and notwithstanding the prohibitions established in other sections of this code, the owner of a commercial or industrial property, a public entity, or a religious institution/place of worship may allow vehicle or tent camping to persons, provided:
1. Such accommodations are made free of charge;
 2. Occupancy is limited to three (3) or fewer vehicles or tents at the same time, in any combination;
 3. If children under the age of 18 are involved, occupancy is limited to one (1) vehicle or tent and four (4) or fewer campers;
 4. All items and materials are stored in vehicles or tents or in a separate storage area that is screened from view from adjacent properties and

public rights-of- way;

5. Campers are provided access to sanitary facilities, including a toilet, hand washing and trash disposal facilities, with such facilities being at least 20 feet from the property line of a residential use if not fully contained within a building; and an inspection is performed by the City to confirm that sanitary facilities are in place, required setbacks are met, and any storage areas are screened, before vehicle or tent camping is commenced;
6. A property owner who allows camping pursuant to this section may revoke that permission at any time and for any reason;
7. All tents or camping shelters in a residential backyard shall be not less than five feet away from any property line; and
8. The property owner shall not require or accept the payment of any monetary charge or performance of any valuable service in exchange for providing the authorization to camp on the property; provided, however, that nothing in this section will prohibit the property owner from requiring campers to perform services necessary to maintain safe, sanitary, and habitable conditions at the campsite.

D. Notwithstanding the provisions of this chapter, the City Manager may:

1. Revoke the right of a property owner to allow camping on property described in subsection A of this section upon finding that the property owner or a camper has violated any applicable law, ordinance, rule, guideline or agreement, or that any activity occurring on that property by a camper is incompatible with the use of the property.
2. Revoke permission for a person to camp on public property upon finding that the person has violated any applicable law, ordinance, rule, guideline or agreement, or that any activity occurring on public property by the person is incompatible with the use of the property.

A permission revoked by the City Manager is considered an administrative action, and can be appealed to the City Council per the process outlined in Section 4.04.110 of the Yachats Municipal Code. The process is identical to a business license hearing, except that revocation of the permission occurs at the time of the City Manager's action and is only reinstated upon a successful appeal.

Section 5.02.030 Prohibited Camping Locations

- A. Except as expressly authorized by the Yachats Municipal Code, it is unlawful to establish, use or occupy a campsite in the following locations:
1. Any City of Yachats park areas developed as a recreational facility or that are designed as public gathering spaces including, but not

limited to:

- a. City owned property between 4th and 7th and Oceanview Drive and La-de-dah Lane commonly known as the “Green Space”, “Urban Forest” and “Wetlands” including all boardwalks and pathways
 - b. Prospect Park
 - c. Whale Tail Park
 - d. Sunset and Overlook Parks
 - e. Little Log Museum
 - f. Estuary Boardwalk
2. Within visual line of sight from a constructed and signed recreational trail on public property;
3. On any public property for which access would require trespass via an easement over private property or restricted City easement;
4. The following City-owned facilities, and associated grounds:
- a. Yachats Commons
 - b. Yachats Library
 - c. Yachats City Hall
 - d. Public Works Shop
 - e. Wastewater Treatment Plant
 - f. Water Treatment Plant
5. Any City property leased to another entity;
6. City-owned or maintained parking lots unless identified as a vehicle camping lot;
7. Public rights-of-way adjacent to, or within 200 feet of a lot or parcel containing an elementary school, secondary school, health care facility, day care facility, or childcare facility;
8. Public rights-of-way adjacent to a lot or parcel containing a dwelling;
9. On any roadway, sidewalk or walking path or City property closed to the public;
10. Public rights-of-way within 100 feet of the edge of pavement of Hwy. 101 or at any public facility (Fire Station, Port District, etc.) which has not filed the owner registration under YMC 5.02.020;

11. Within 25 feet of a riparian corridor as identified in YMC 9.52.070.

B. Further restrictions:

1. Except as expressly authorized by the Yachats Municipal Code, it shall be unlawful for any person to store unattended personal property within public rights-of-way.
2. Except as expressly authorized by the Yachats Municipal Code or a special event permit, it shall be unlawful to carry out open burning or to have a recreational fire on public property.
3. Any person camping in a motor vehicle or recreational vehicle must adhere to the parking regulations outlined in YMC Chapter 6.08.
4. Notwithstanding the provisions of this chapter, the City Manager may temporarily authorize camping or storage of personal property on public property by written order that specifies the period of time and location upon finding it to be in the public interest and consistent with City Council goals and policies.
5. It shall be unlawful to camp on any property on which solid waste has accumulated without collection.

Section 5.02.040 Campsite Cleanup

Campsites must be maintained in a clean and orderly fashion, with no accumulation of trash or debris around the site. Failing to adhere to Code requirements, will cause the campsite to be deemed unlawful. If a campsite is deemed to be unlawful as described above:

- A. Signs may be posted advising that camping is prohibited. If a cleanup is necessary, a dated and timed notice will be posted and distributed in the area at least 72 hours before a cleanup occurs.
- B. Notwithstanding Subsection A, cleanup of campsites may occur immediately and without notice if the City Manager, Lincoln County Sheriff, Oregon State Police or designee determine that either of the following conditions exist:
 1. An emergency such as possible site contamination by hazardous materials or where there is an immediate danger to human life or safety;
 2. Illegal activity other than camping.
- C. It is unreasonable for the City to determine whether items are of a personal nature or solid waste. As such, at the end of the notice period, all items left at the campsite will be considered waste.
- D. Written notices will be in both English and Spanish.
- E. Copies of all notices shall be provided to the Oregon Department of Human

Services or the Lincoln County Human Services Department.

- F. Weapons, drug paraphernalia, and items which reasonably appear to be either stolen or evidence of a crime may be retained and/or disposed of by the Lincoln County Sheriff's Office in accordance with their department's written policies and procedures.

Section 5.02.050 Penalties And Enforcement

Violations of this chapter:

- A. Are a civil infraction, subject to a class B civil penalty and enforced under the rules of Chapter 1.12 of the Yachats Municipal Code.
- B. Repeated violations of this chapter will result in trespass from those City properties unless the individual is conducting legitimate business with a City department.
- C. The City Manager may adopt administrative rules to enforce.
- D. The remedies in this Section are not intended to be exclusive. The City may seek other remedies allowed by law.

Section 2. Effective date.

Pursuant to the Yachats Charter, this ordinance shall take effect 30 days after adoption.

Passed and adopted by the City Council of the City of Yachats on this ____ day of _____, 2024.

Craig Berdie, Mayor

Attest: _____

Bobbi Price, City Manager

City-owned Properties

February 2024

Map	Parcel ID	Address	
Water Treatment Plant	14-12-26-00-00300-00	963 Yachats River Road	
Water Treatment Plant - Adjacent Lot	14-12-26-00-00301-00	900 Block - Yachats River Road	
Radar Road 200K Reservoir	14-12-26-CB-00100-00	500 Block - Radar Road	
Radar Road 1M Reservoir	14-12-26-BC-04900-00	500 Block - Radar Road	
Radar Road Reservoirs - Adjacent Lot	14-12-26-CB-09800-00	500 Block - Radar Road	
Horizon Hill Pump Station	14-12-26-BC-03300-00	847 Horizon Hill Road	
Black Stone Upper Tank	14-12-26-BC-05600-00	1000 Horizon Hill Road	
Whale Tail Park	14-12-26-CB-05901-00	Highway 101 at Prospect	
Section of Spruce Ave	14-12-26-CB-07200-00	Spruce at Horizon Hill Road	
Ocean View Dr at 7th St	14-12-27-AC-04900-00		
Ocean View Dr at 6th St	14-12-27-AC-05200-00		
Wastewater Treatment Plant/Library	14-12-27-AC-05800-00	500 and 560 W 7th St	
NW Section of City Campus	14-12-27-AC-06500-00	W 6th St	
City Hall Parking Lot - North	14-12-27-AD-12700-00	501 Highway 101 N	
City Hall	14-12-27-AD-12800-00	501 Highway 101 N	
City Hall Parking Lot - Northwest	14-12-27-AD-12801-00	501 Highway 101 N	
City Hall Parking Lot - South	14-12-27-AD-12900-00	501 Highway 101 N	
NE Section of City Campus	14-12-27-AD-13000-00	W 6th St	
Community Garden	14-12-27-DA-03200-00	221 E 2nd St	
Commons	14-12-27-DA-04500-00	441 Highway 101 N	
SW Section of City Campus	14-12-27-DA-04600-00	W 4th St	
Little Log Church Museum - West Lot	14-12-27-DA-07900-00		
Little Log Church Museum - East Lot	14-12-27-DA-08000-00	328 W 3rd St	
Section of Shell Street	14-12-27-DD-01600-00		
Lot across from South Tank	14-12-34-AD-01300-00	200 Crestview Drive	
South Tank	14-12-34-AD-00202-00	219 Crestview Drive	
South Tank - Adjacent Lot	14-12-34-AD-00204-00	Crestview Drive	

City-owned Properties
February 2024

[illegible]



City of Yachats City Staff Report| February 21, 2023
501 Hwy 101 N, Yachats, OR 97498 | www.yachatsoregon.org

CITY MANAGER (Bobbi Price)

Finance Committee-

On February 6th, our Finance Committee met and discussed various matters related to tax collection, progress, and future recommendations. The city manager shared updates, suggestions, and insights to improve these key areas.

The staff has contacted all past-due tax accounts and non-reported tax accounts. They also work on a straightforward internal procedure to ensure that taxes are left uncollected, and licenses are not reported on. The remaining open vacation rental licenses will be assigned to people on the waiting list this month.

The committee recommends exploring a manual tax collection process, utilizing a tax form they would submit, and staff would track. Allowing license holders to state what tax revenue would be submitted by a third-party agency.

The committee recommended setting up a payment plan with Beach Street Kitchen based on their past owed taxes. If they miss a payment, their penalties will be added to their payment plan.

The group will be reconvening for a work session on February 29th to bring language suggestions for code amendments detailing how tax payment submissions must be reported.

During this work session, the group will also assemble the CIP budget.

- Working toward Council goal e. Effectively manage and plan for the city's financial needs and b. Deliver efficient, effective, transparent municipal services

CIP Calendar-

February 29th Finance Committee CIP work session to set the 2024-2025 CIP Budget

March 5th Finance Committee formally approve and recommends it to City Council

March 20th The CIP Budget will be presented to council to approve

- Working toward Council goal e. Effectively manage and plan for the city's financial needs

Little Log Church-

Civil West is currently preparing an RFP that will soon be available to post and send out to interested contractors. I have talked with a few that are interested in bidding on the project and look forward to the RFP being released.

- Working toward Council goal c. Provide safe access to and use of city infrastructure, trails, and parks

Emergency Preparedness Committee-

The committee set goals for:

- Education & Drills in collaboration with Lincoln County and Yachats Rural Fire Protection District.
- Hosting a Preparedness Fair in partnership with CERT members.
- Emergency Operations Plan distillation into actionable one-pagers.
- Creating Go-Bags to have for sale in the City for residents and vacation rental owners who would like to purchase them.
- Prepare to have the Commons be able to operate as a warming or cooling shelter.
- Review Tsunami Map
- Further, define what we should do and when in response to emergency situations.
- Recruit more members to the committee.
- Work on a budget for needed emergency preparedness items to submit to the CIP budget process with the Finance Committee.

All of these items collectively work toward Council goal b. Deliver efficient, effective, transparent municipal services

Skatepark-

Dreamland, renowned for its expertise in designing and constructing high-quality skateparks, embarked on the Yachats Skatepark project as its civic endeavor for the year. The primary objective was to provide a safe and engaging space for the Yachats community and visitors to pursue and enjoy skateboarding.

There were generous contributions from Rogue Ales, Polly Plumb, various grants, and private donors that made this project possible.

The next step is fencing to block skateboards from flying into LaDeDa Lane. We're working with Oregon Fencing Co. on that part of the project; at this moment, we are still working on the bid and looking at various materials.

Since its completion it has used frequently from little kids playing with their parents, running, skating and scootering to adults skateboarding.

- Achieves Council goal c. Provide safe access to and use of city infrastructure, trails, and parks

Edmunds Property-

Our attorney has furnished us with the revised paperwork, reflecting the adjusted timelines for completing the exploratory work. I've forwarded the updated documents to the owner for their signature, after which they will be returned to us for our signatures. Subsequently, we will return the executed agreement to the seller and an escrow company. This will initiate the opening of a transaction account and facilitate a title search. We have until the stipulated date to report any issues discovered during the property's exploration phase.

Should the City decide to proceed with the purchase post-exploration, we will promptly notify the escrow officer to advance the transaction.

Rick is working with the Geotech company on a budget revision and schedule.

- Working toward Council goal a. Achieve water sustainability

SLWDPUD-

The city is continuing with regular conversations with SLWDPUD, I am retaining Rick Sant to support this work as he has developed good working relationships with their organization for continuity on the project.

- Working toward Council goal a. Achieve water sustainability

Decommissioning and removal of the Commons Heating oil Tank (HOT)-

The oil will be removed the week of February 12th and removal will start after the week of July 4th when the water tables are at their lowest. The company selected is a DEQ certified company, PW collected three bids from DEQ qualified companies

- Working toward Council goal d. Environmentally responsible in all that we do

CITY DEPUTY RECORDER (Kimmie Jackson)

2/7/2024-UB for the month; reconcile daily receipts; prep & post for council/commissions/committees; post audios for all meeting to the website; updating all commission/committee manuals & master binder for CM; approved licensing; Utility Reports for PWS with meter #'s & addresses; SDC audit; LID Audit for payments; Released Liens; ordered staff business cards, signs, furniture, supplies, etc.; order city permit envelopes for the year for UB; trained on google docs (need more); reviewed/responded to records request and assign to appropriate depts.; completed two mailings for public notices; ongoing customer service as received; UB Low Income list to Admin for renewals to be verified; working with Neal regarding website and documents are ADA compliance; receiving information on policy/guidelines to have a city Facebook page; assist city staff as needed.

PUBLIC WORKS (Rick McClung and Dave Buckwald)

- Preparing next year's O&M and CIP budgets
- Identified projects that will roll into next year
- Preparing 5-Year CIP plan
- Public Works has identified and submitted non-engineering street paving projects for next year.
- Public Works is collecting bids for the decommissioning and removal of the Commons underground heating oil tank.

WASTEWATER CIP PROJECTS

PW Rehab – Rollup Doors: Doors have been ordered. Estimated delivery is late March early April.

Submersible Pump Plug Installation: Contract has been awarded. Bids were higher than expected so some projects for this fiscal year were moved forward to next year.

Wastewater Treatment Plant Portable Backup Generator: Generator has been purchased and installed.

PW Design Standards: Design Standards are being reviewed and we're waiting for a written portion.

WASTEWATER TREATMENT PLANT (WWTP)/UTILITIES

Developing a list of corrosion repairs for the WWTP.

Inspection and Cleaning: We've been inspecting the collection system for high inflow and infiltration areas.

STREETS/STORMWATER

The utility crew has been working on the storm drainage system.

Multiple potholes have been filled throughout the city.

STREETS/STORMWATER CIP

Delineators The design and permit application has been submitted to ODOT for review. During surveying it was discovered that there is a greater than 2% on slope and that does not meet ADA standards. Paving to fix the slope might be required

Street and Large Patching Project 24/25 Est. \$160,376

- Upper Radar Rd. \$15,742
- North Radar Rd. \$12,447
- Horizon Hill \$8,072
- Lower Green Hill \$17,396
- Green Hill & Overlook \$4,592
- Crest View Hwy 101 to Overlook \$23,000
- Lower Reeves Circle \$6,522
- 9th St. \$32,541
- Hanley & 10th \$8,484
- Contingency \$31,580

WATER TREATMENT PLANT

- Monthly water report to OHA
- Developing water rate presentation
- Council Meeting
- Public Works and Street meeting
- Finance meeting

Fixed intermittent communication failure with the 1 million gallon reservoir that has been going on for the last 5 weeks –it was hard to trouble shoot.

Gallons of Water Produced	
Water Plant	3,261,300
Total	3,261,300
Gallons of Accounted for Water	
Reservoir Level Feet	28.5
Reservoir +/- Gallons 41,666 per Foot	0

Waterline Flushing Gallons	0
Gallons Sold	3,140,312
Total Water Accounted for	3,140,312
Final Water Report	
Water Loss Efficiency	96%
Unaccounted Gallons per Month	120,988
Unaccounted Gallons per Minute	2.8

WATER CIP PROJECTS:

- Clarifier Rebuild – Creating RFP for contractors to work with Vender, Construction should happen during the 24/25 budget year
- SWLCWPUD – Working with them on stream surveys to hire a 3rd party to monitor stream flows over the year and focus on the dry summer months. Having enough flow in these creeks is the key to Yachats getting water from them.
- 1 Million reservoir seismic evaluation- Geotech's have performed the core sampling, waiting on report.

FINANCE (Diane Gruver)

This past month's work has encompassed the usual finance office tasks: paying bills, doing payroll, making sure our expenses are properly documented, and assisting with various reports and info as requested by the CM and commission members. Over the last couple of weeks, I've been generating the graphs and charts Bobbi will be sharing with the Council this month and into the future, detailing our basic expenses and revenue.

PLANNING (Katherine Guenther)

After a several month lull, we're seeing the usual seasonal up-tick in building permit applications. I've also had a fair number of pre-application meetings this month so I'm anticipating a busy summer for new construction. The number of general inquiries (calls or emails about properties for sale) has dropped off a bit.

We have four new Planning Commissioners and I've met one-on-one with several of them in the past two weeks. At this month's PC work session, Hui Rodomsky from the DLCD held a training for the new commissioners. At the regular meeting next week, we'll elect a chair and vice-chair, do some additional training and spend some time getting the commission up to speed on several projects in the works.

I've got two land use applications in the pipeline and am preparing for one to go to public hearing next month.

I spent some time on both the camping and the fireworks ordinances. Also worked with Bobbi and Krystal on permitting for the Pavilion.

Neal and I continue to handle the code enforcement chores, but this month was relatively quiet in that regard.

LIBRARY (Traci Altson)

This month I put together some data for David Rivinus to share during the State of the City presentation. Information such as number of volunteers, number of patrons and circulation of print and e-book/audiobooks.

Jane, our long- time children's library, retired from her position. To replace her, we have added Kelly Simmons to cover some duties and the rest of Jane's duties are spread amongst the other librarians.

The new Patron's Policy rolled out and will soon be posted on the city website with a condensed version posted in the library.

We've added a large puzzle table on wheels to the library, which is currently being used by both patrons and librarians.

After soliciting input from a number of our local patrons we are in the process of beefing up our adult and juvenile sci-fi and fantasy collections. I will be using the newsletter and social media to get the word out.

Working with the Lion's club, as of 2/14 we will have displayed the local winning artwork from the six Lions Club International Peace Poster winners. These will be displayed for a month.

A locksmith replaced a long-standing issue with the lock on the back door and in the process the County Fire Marshall paid a visit and gave us new occupancy requirements. While these requirements are quite low (one for each room) we've been told it's okay to have children's groups in for storytimes as long as they are adult supervised and only staying for short periods of time such as an hour.

February is Love your Library month and we celebrated with treats at our monthly meeting as well as offering treats to patrons on Valentines Day.

COMMUNITY SERVICES (Krystal Karstrom)

Facilities Maintenance: The Commons electrical room has drastically improved. After we demo the old, leaky chimney, we could potentially install new equipment in that space. Please click the spreadsheet link below for the status of additional projects.

Parks & Commons Commission: The PCC has been working hard on the next fiscal year's budget.

Facilities Usage: We have received new guidelines from the Oregon State Fire Marshal and the YRFPD. We are no longer able to place vendors in hallways or in the kitchen. We cannot store chairs in hallways. We are unable to use the Pavilion until it is permitted. We are working on resolving the Pavilion permitting problem as quickly as possible. We do not yet have an estimate for how long that process will take.

[Link to project worksheet](#)

CIP UPDATE (Neal Morphis)

Taking project management class.

Updating CIP spending spreadsheets and adding pie charts for visual reference.

CIP Spending Public Works: [Link](#)

CIP Spending General: [Link](#)

Charts link: [Link](#)

CITY HALL (Lorraine Fritz Barrett)

Phone calls, voicemails and emails are answered in a timely manner. Visitors are greeted and welcomed.

I have worked with Kimmie to bring business and vacation rental licenses current and maintain tax and utility payments.

Inspection letters went out to ten (10) homeowners on the vacation rental wait list and inspections will begin on March 4th. A letter was drafted and sent regarding vacation rental properties that are current in their license but have not shown any rental activity in several years.

A new voice message has been recorded setting out office hours and clearer direction on which extension to select.

I continue to bring filing up-to-date and will be working on determining any outstanding SDCs.

CITY OF YACHATS EMERGENCY PREPAREDNESS COMMITTEE

ACTION SUMMARY

Date:	January 8, 2024
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	James Sanders, Don Groth Alex Cox; Staff: Morphis and Jackson and Bobbi Price and Linn West, Chair of Public Works & Streets
Absent	Drew Roslund, Jill Asch and Rick McClung

1. Agenda Item and Notes, Decisions, Issues	
Topic	Discussion
Announcements or Correspondence	Sanders is a member of the Long-Term Recovery Group and asked to distribute Emergency Planning Folders the City is in possession of and distribute o interested parties and the next two meeting this Friday in Newport and the following Friday in Lincoln City
	and will return what is not distributed.
2. Agenda Item Citizens Concerns	
	None
Action Items:	
4. Agenda Item New Business	
Elect Chair & Vice Chair	Alex Cox is nominated as Chair and James Sanders as vice chair. The vote was called for and passed unanimously.
Action Items:	

CITY OF YACHATS EMERGENCY PREPAREDNESS COMMITTEE

5. Agenda Item Go-Bags	
	The mayor authored an article in the city newsletter noting the importance of Emergency Preparedness. After lengthy discussion regarding the go bags. The information was sent to Public Works & Streets to formulate a presentation to Council and to include what council would like to see from Emergency Preparedness moving forward. Conversation continued around the resiliency project and that they had not reached out to this group yet; the chair will contact Katheryn Hawthorne and Jacqueline Danos to coordinate efforts. Also discussed was exploring a radio system/satellite and if they will work in an emergency and what if the cell towers are down. The overall consensus is to suggest the hotels and vacation rental participate in filling the Conex containers instead of putting them in the rooms and houses. Frankie, Fire Chief participated in this conversation and will continue to come to these future meetings.
Action Items:	Invite the rep from Lincoln County Emergency Prep to give an introduction & presentation;
	Chair West to complete the go-bag request for council. Reinstate Conex inventory and inspections again possible monthly. Continue with the application of the Critter off around the Conex's.

Adjournment:	3:11 p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder

CITY OF YACHATS PUBLIC WORKS & STREETS COMMISSION

ACTION SUMMARY

Date:	January 9, 2024
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Chair Linn West, Co-Chair Don Groth, Commissioner Bob Bennett, Commissioner Kevin Erdahl, Commissioner James Welch, and Commissioner Don Phipps; Staff: Dave Buckwald, Wastewater Lead, Rick McClung, Water Lead and Kimmie Jackson, Deputy City Recorder
Absent	

CALL MEETING TO ORDER:

1. Agenda Item - Announcements or Correspondence	
Topic	Discussion
	None
2. Agenda Item Citizens Concerns	
	None
3. Agenda Item Vote In Chair & Vice Chair	
	Nominations were made to elect Linn West as Chair and Don Growth as Vice Chair.
Action Item	The vote was called for both and passed unanimously
4. Agenda Item Reports	
	Public Works report was given by Dave Buckwald and Rick McClung, the report are attached to the online packet highlighting areas of rain levels, storm drain clean up work, water loss efficiencies and

CITY OF YACHATS PUBLIC WORKS & STREETS COMMISSION

	delineator replacements; McClung met with interim manager for SW Lincoln Water regarding stream monitoring and the quote is around \$18,000; they have four creeks they draw from; the backwash project is complete, the integration is connected to the electrical system; the bad pump was repaired and working on the warranty; the storm study should be complete.
Action Items:	Emergency Preparedness has presented this commission the task of bringing forward the Go-Bag proposal to city council
	City Manager will write an article for Emergency preparedness
5. Agenda Item Current Business	
	2024-25 CIP's proposed with 5 year plan; items of importance are the rollup doors and have received the quote; the commission will follow Buckwald recommendations; other important items portable generator the wastewater treatment plant PLC failures are needing to be replaced; the design standards came in at \$18,000, and only \$5,00 was budgeted; at this point recommend holding off until the written portion is received and will review at next month meeting.
	The work group will be meeting on the 18 th regarding the utility rate structure
Action Items:	Motion was made to approve \$319,00 for the sewer pump electrical; the vote was taken approved unanimously.

6. Agenda Item Old Business

	The February meeting will have a speed limit plan to present to the commission; a pedestrian plan and more flashing lights. The need for public bathrooms, and mentioned that the city paid for public bathroom at the chamber which is not publicized nor is there signage.
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CITY OF YACHATS PUBLIC WORKS & STREETS COMMISSION

	Discussion continued regarding a possible plan for pedestrian yield signs which may be covered in the transportation plan for 2025 and will need to get the Planner on board.
Action Item	

3. Agenda Item New Business

	The upcoming 6-month project review covered the clarifier and backwash completed, the seismic and Geotech study are also completed.
	The wastewater VFD's, GIS mapping are other small items that are complete. Member Erdhal will submit a report at the next meeting on improving and paving streets while working with Public Works.
Action Item	Need an article for the newsletter
	Public Works & Streets still in favor of the Cedar Street Vacation, and for Planning to move forward.

Adjournment:	4:15 p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder

CITY OF YACHATS PUBLIC LIBRARY COMMISSION

ACTION SUMMARY

Date:	January 11, 2024
Time:	10:00 a.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Chair David Rivinus, Naomi Steenson, Co-Chair, Marion Godfrey, Street Schellhase, and Viki West
Absent	

CALL MEETING TO ORDER:

1. Agenda Item - Announcements or Correspondence

Topic

Acknowledged and expressed thanks to Commissioners Naomi Steenson and Viki West for their continued service on the commission as they enter their second term.

2. Agenda Item Citizens Concerns

None

3. Elections

Naomi Steenson and Viki West are continuing their service for another term ending in 12/31/2026.

Nominations of Chair and Co-/Chair for 2024

Action Items:

None

Motion was made to re-elect David Rivinus as Chair and Naomi Steenson as Co-Chair.

4. Agenda Item Reports

Budget Report is attached to online packet; Discussed and have a possible vote regarding whether to continue with the library expansion/replacement project; or to ask for direction from Council. The commission has been approached by the Resiliency group and

CITY OF YACHATS PUBLIC LIBRARY COMMISSION

	will now have to take into consideration the resiliency project and incorporate the possible changes and needs it would have on the expansion or preplacement. Commissioner Schellhase reported on the engineering upgrades needed if the library roof were made suitable as a tsunami evacuation gathering site. The Friends of the Library group will support what the commissions desires and mentioned that this could go out for an advisory vote to the residents..
	The next steps would be to talk to the grant writers and come to the finance committee to discuss further. Chair Rivinus did meet with staff regarding CIP needs. The consensus is that It is too soon to report back to Council at this time and will speak with the grant writers for options. The City Manager suggested a presentation to City Council what the Library Commission would like to see moving forward.
Action Items:	
5. Agenda Item Other Business	
	The Commission has been charged by the City Manager to create documents or manual for new members.
	The Library Administrator Tracy Altson reviewed the library report that is attached to the online packet. Friends of the Library reported that they are working of the book sale March 29th & 30 th ; between 10a-4p; have over 300 high-end comprehensive books that should sale around \$60.00, this sale is over the spring break, the ladies club is have a Bazaar event that weekend. Take into consideration of the time lapse on the existing grants.
Action Items:	

Adjournment:	11:20 a.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder

CITY OF YACHATS PARKS & COMMONS COMMISSION

ACTION SUMMARY

Date:	January 2, 2024
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Acting Chair Meg Simans, Ron Simans, George Girous, Michael Hempen, Dean Shroth and Dan Sterling
Absent	

CALL MEETING TO ORDER: Read Vision statement into the record

1. Agenda Item - Announcements or Correspondence	
Topic	Discussion
	Received email from Carol Summers regarding memorial plaque; There is a workgroup under the direction of the City Manager that is now an Administrative Policy.
2. Agenda Item Citizens Concerns	
	None
Action Items	
3. Agenda Item Reports	
	Trails report is attached to the online packet; highlighted tomorrows sit visit of the boardwalk with Bob Langley Joanne Kittel and the City Manager for the grant preparation and city involvement.
	Asked to have the previous months city manager report moving forward.

CITY OF YACHATS PARKS & COMMONS COMMISSION

	The Chairs report attended by Meg Simans who mentions a couple items on what the other commissions are working on. The meeting are for information sharing. Covered items regarding the resiliency project, the water rate project and the library expansion/or move. Staff reports are also attached to the online packet.
Action Items:	This commission would like clarification who all can attend these chair meetings
4. Agenda Item New Business – Vote Chair/Vice-Chair	
	Nominations were made for Chair and Vice Chair; Meg Simans for Chair and Dan Sterling for Vice-Chair.
Action Items:	The vote was taken and passed unanimously.
5. Agenda Item CIP Projects	
	Discussed project for the 2024; goals for the commission, a 5 year plan and budgeting; Identifies areas of importance are the greenspace, boardwalk, reconfiguration of green space that ties into the wetlands, the Commons front walkway lights and adding steps by the marque and the NE entry upgrade and ADA compliance.
	Also to focus on storage rooms throughout the commons, the electrical room and bringing the pavilion into compliance to be able to use. It is unrentable at this time.
Action Items:	The commission decided to hold a special meeting on the 18th at 2pm to cover CIP's. Members Girous will take on the NE entrance & marque and storage, and will work with Meg Simans on the electrical room; Sterling will take on the pavilion and Shrock will take on the green space and Ron Simans will take on the Wetlands
Adjournment:	4:03 p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder



City of Yachats

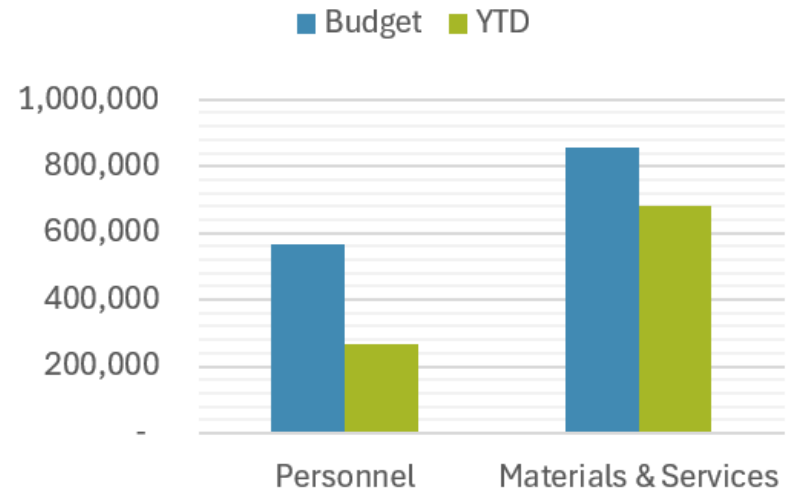
January 2024

Expenses: Budget vs YTD

(Funds 100, 150, 155, 160)

	Budget	YTD	Budget/YTD
Personnel	567,780	268,970	47%
Materials & Services	858,150	679,038	79%

Personnel, Materials, Services - Budget vs YTD





City of Yachats

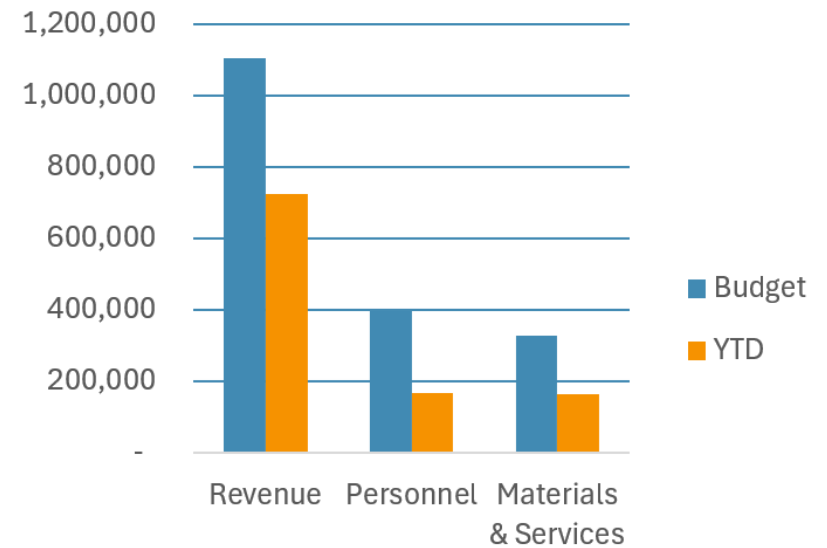
January 2024

Water Operating Costs

Fund 660

	Budget	YTD
Revenue	1,104,464	723,822
Personnel	395,400	168,345
Materials & Services	329,000	164,813

Water - Operating Costs

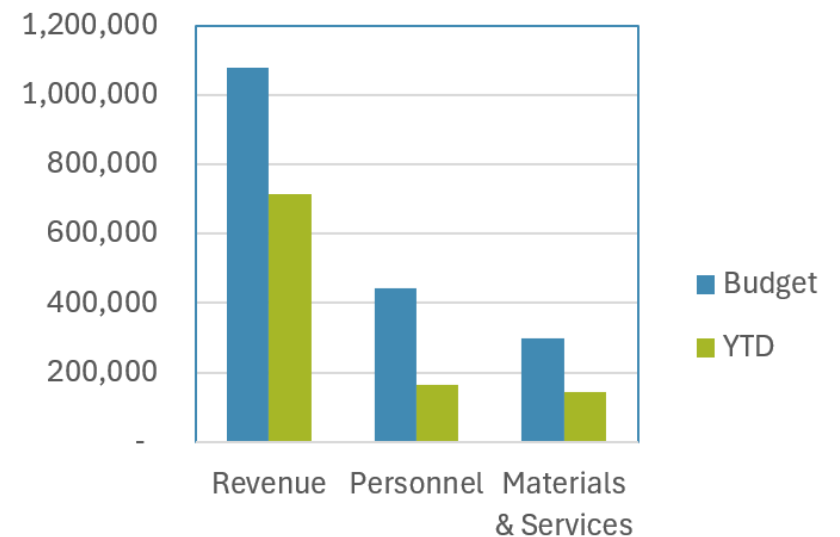


Wastewater Operating Costs

Fund 670

	Budget	YTD
Revenue	1,077,240	716,228
Personnel	442,900	163,869
Materials & Services	297,900	144,913

Wastewater - Operating Costs





City of Yachats

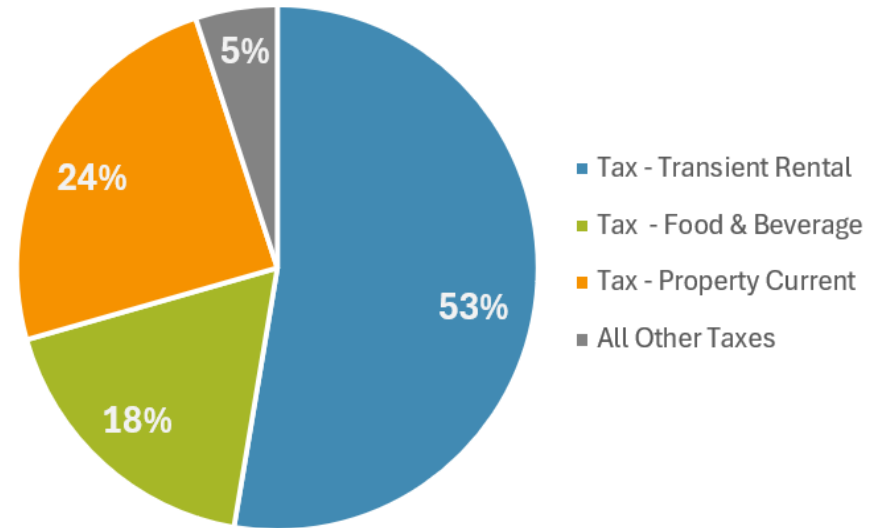
January 2024

Tax Revenue: Budget vs YTD

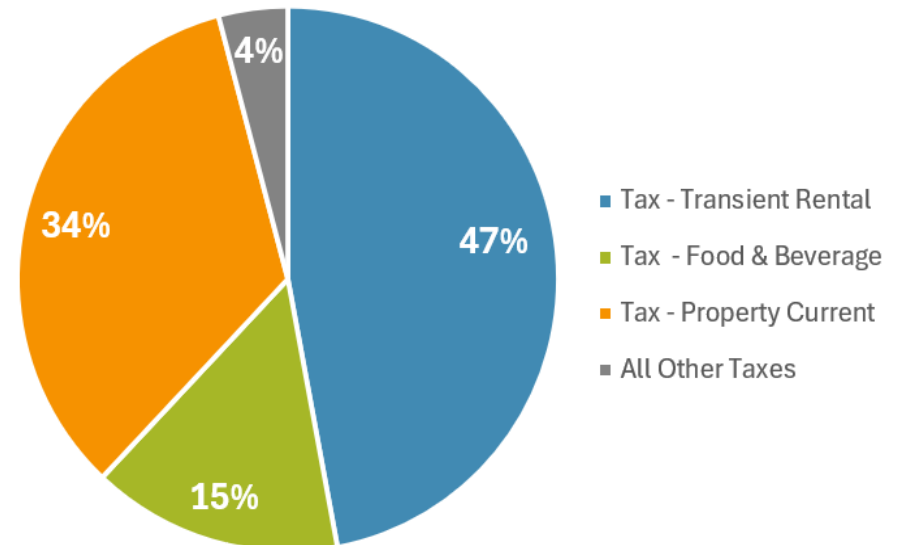
	Budget	YTD	Budget/YTD
Tax - Transient Rental	1,351,000	804,513	60%
Tax - Food & Beverage	460,000	256,077	56%
Tax - Property Current	623,881	578,123	93%
All Other Taxes	130,300	70,771	54%

Other Taxes include: Tobacco, OLCC, Marijuana, State Highways, Past due Property Tax

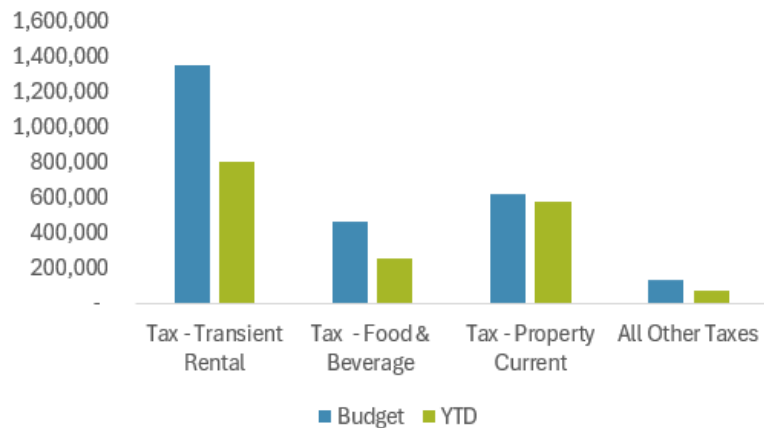
Tax Revenue as Budgeted



Tax Revenue YTD



Tax Revenue





City of Yachats

January 2024

Visitor Amenity

Fund 100-1045

Description	Budget	YTD
Beginning Balance	1,355,541	1,356,145
Interest Earned	10,000	13,202
Tax - Transient Lodging	526,000	313,760
	1,891,541	1,683,107

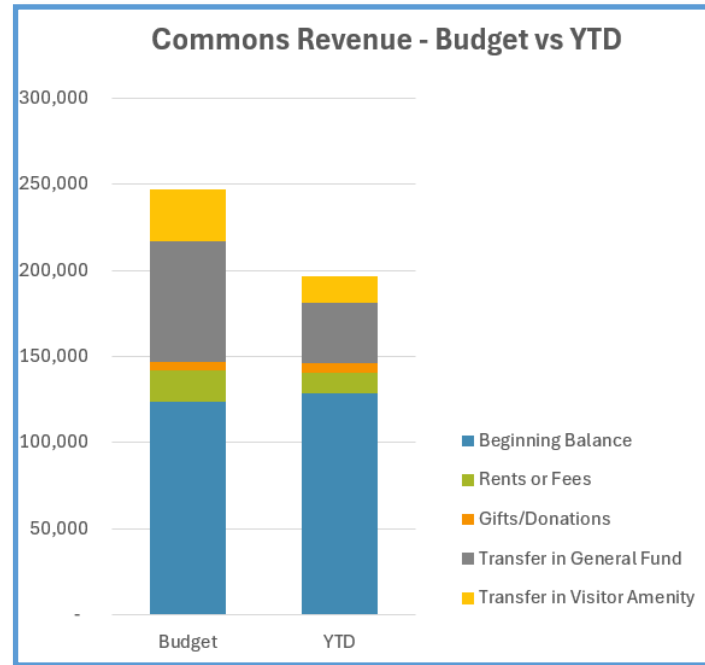




City of Yachats January 2024

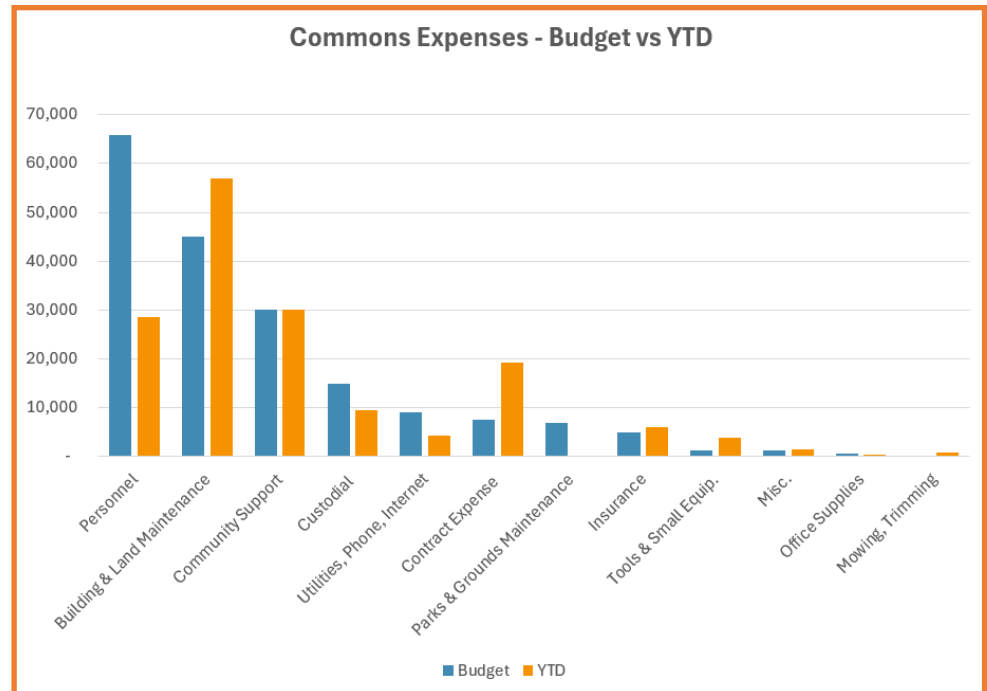
Commons Revenue - Budget vs YTD

	Budget	YTD
Beginning Balance	123,665	128,551
Rents or Fees	18,000	12,107
Gifts/Donations	5,000	5,626
Transfer in General Fund	70,000	35,000
Transfer in Visitor Amenity	30,000	15,000
	<u>246,665</u>	<u>196,283</u>



Commons Expenses - Budget vs YTD

	Budget	YTD
Personnel	65,900	28,649
Building & Land Maintenance	45,000	56,922
Community Support	30,000	30,021
Custodial	15,000	9,520
Utilities, Phone, Internet	9,000	4,421
Contract Expense	7,500	19,169
Parks & Grounds Maintenance	7,000	156
Insurance	5,000	6,130
Tools & Small Equip.	1,200	3,808
Misc.	1,200	1,518
Office Supplies	600	474
Mowing, Trimming	-	878
	<u>187,400</u>	<u>161,668</u>



Consolidated Revenue and Expense Statement

Governmental Fund (100, 150, 155, 160)

For Period Ended January 31, 2024

Printed: 02/12/2024

Period 07

Fiscal Year 2024

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Fund Balance	\$ 5,820,793.06	\$ 6,137,864.37	\$ -	\$ 6,137,864.37	105.45%	Beginning Balances - Unaudited
300105	Beginning Balance-Hall Bequest	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 150,000.00	100.00%	Beginning Balances - Unaudited
304235	Fines or Liens	\$ -	\$ 1,225.00	\$ -	\$ 1,225.00	0.00%	
304221	Franchise Cable	\$ 24,000.00	\$ 5,828.30	\$ -	\$ 5,828.30	24.28%	Received Quarterly
304223	Franchise Disposal Services	\$ 16,000.00	\$ 8,188.38	\$ 4,715.21	\$ 12,903.59	80.65%	Received Quarterly
304224	Franchise Electricity	\$ 52,000.00	\$ 22,460.05	\$ 5,387.39	\$ 27,847.44	53.55%	Received Monthly
304222	Franchise Telephone	\$ 3,600.00	\$ 5,960.34	\$ 3,475.33	\$ 9,435.67	262.10%	Received Annually
304480	Gifts/Donations	\$ 5,150.00	\$ 4,465.85	\$ 1,160.00	\$ 5,625.85	109.24%	
304481	Grants	\$ 655,000.00	\$ 5,007.10	\$ 250,000.00	\$ 255,007.10	38.93%	
301500	Interest Earned	\$ 135,656.39	\$ 159,690.64	\$ 29,441.65	\$ 189,132.29	139.42%	Reserve Acct & LGIP Interest
304210	License Business	\$ 6,500.00	\$ 7,508.00	\$ 2,441.00	\$ 9,949.00	153.06%	
304211	License Vacation Rental	\$ 25,000.00	\$ 27,226.00	\$ 1,930.00	\$ 29,156.00	116.62%	
304435	LID Assessments	\$ 10,000.00	\$ 2,970.24	\$ 1,640.33	\$ 4,610.57	46.11%	
304484	Misc Revenue	\$ 100.00	\$ 12.00	\$ 19.00	\$ 31.00	31.00%	
304491	Other Local Resources	\$ 6,000.00	\$ 2,358.81	\$ 7,771.21	\$ 10,130.02	168.83%	
304690	Other State Sources	\$ 1,000.00	\$ 1,555.00	\$ -	\$ 1,555.00	155.50%	
304230	Permits/Filing Fee	\$ 2,500.00	\$ 10,889.34	\$ 250.00	\$ 11,139.34	445.57%	
304335	Rents or Fees	\$ 18,000.00	\$ 9,826.00	\$ 2,280.50	\$ 12,106.50	67.26%	
304344	SDC Storm Drain Improvement	\$ 4,200.00	\$ 9,503.86	\$ 3,016.14	\$ 12,520.00	298.10%	
304343	SDC Wastewater Reimbursement	\$ 14,000.00	\$ 20,305.17	\$ 8,142.93	\$ 28,448.10	203.20%	
304341	SDC Water Improvements	\$ 8,700.00	\$ 11,401.92	\$ 6,178.84	\$ 17,580.76	202.08%	
304342	SDC Water Reimbursements	\$ 5,400.00	\$ 6,931.99	\$ 3,829.28	\$ 10,761.27	199.28%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
304630	State Revenue Share	\$ 23,000.00	\$ 11,142.65	\$ -	\$ 11,142.65	48.45%	
304245	Tax - Food & Beverage Tax	\$ 460,000.00	\$ 185,774.73	\$ 70,301.81	\$ 256,076.54	55.67%	
304622	Tax - Marijuana	\$ 24,000.00	\$ 8,800.89	\$ 6,371.22	\$ 15,172.11	63.22%	
304110	Tax - Property Current	\$ 94,000.00	\$ 84,953.19	\$ 1,411.88	\$ 86,365.07	91.88%	
304120	Tax - Property Past Due	\$ 1,600.00	\$ 580.47	\$ 148.57	\$ 729.04	45.57%	
304650	Tax - State Highway	\$ 80,000.00	\$ 34,067.03	\$ 7,338.16	\$ 41,405.19	51.76%	
304620	Tax - State OLCC	\$ 18,000.00	\$ 8,047.35	\$ 1,635.74	\$ 9,683.09	53.79%	
304610	Tax - State Tobacco	\$ 700.00	\$ 325.22	\$ 54.41	\$ 379.63	54.23%	
304240	Tax - Transient Lodging	\$ 1,351,000.00	\$ 554,765.83	\$ 249,747.27	\$ 804,513.10	59.55%	
314869	Transfer in Commons Operations	\$ 10,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	50.00%	
314861	Transfer in General Fund	\$ 282,000.00	\$ 406,000.00	\$ -	\$ 406,000.00	143.97%	
314883	Transfer in Urban Renewal	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
304810	Transfer in URD Admin Reimb	\$ 36,000.00	\$ 18,000.00	\$ -	\$ 18,000.00	50.00%	
314863	Transfer in Visitor Amenity	\$ 133,000.00	\$ 66,500.00	\$ -	\$ 66,500.00	50.00%	
314890	Transfer in Water System	\$ 43,000.00	\$ 21,500.00	\$ -	\$ 21,500.00	50.00%	
304501	Transfer In-South Tnk Debt Svc	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
	REVENUE	\$ 9,679,899.45	\$ 8,096,635.72	\$ 668,687.87	\$ 8,765,323.59	90.55%	
105101	City Manager	\$ 52,500.00	\$ 27,689.90	\$ 4,792.00	\$ 32,481.90	61.87%	
105102	Deputy Recorder	\$ 38,800.00	\$ 22,671.94	\$ 3,664.45	\$ 26,336.39	67.88%	
105103	Bookkeeping/Accounting	\$ 38,000.00	\$ -	\$ 24,640.50	\$ 24,640.50	64.84%	
105104	CIP Coordinator	\$ 11,600.00	\$ 23,430.02	\$ (6,103.43)	\$ 17,326.59	149.37%	
105108	Planner	\$ 46,560.00	\$ 16,345.03	\$ 4,767.74	\$ 21,112.77	45.35%	
105109	Administrative Assistant	\$ 48,800.00	\$ 46,603.76	\$ (34,372.82)	\$ 12,230.94	25.06%	
105110	Water Lead	\$ 26,800.00	\$ 9,113.69	\$ 1,730.04	\$ 10,843.73	40.46%	
105111	Wastewater Lead	\$ 9,400.00	\$ 10,384.06	\$ 1,906.45	\$ 12,290.51	130.75%	
105112	Field Utility 2	\$ 5,800.00	\$ -	\$ -	\$ -	0.00%	
105113	Field Utility 1	\$ 6,700.00	\$ 2,061.52	\$ -	\$ 2,061.52	30.77%	
105114	Field Utility A	\$ 3,200.00	\$ 5,800.67	\$ (1,889.32)	\$ 3,911.35	122.23%	
105115	Commons Coordinator	\$ 39,000.00	\$ -	\$ 27,637.69	\$ 27,637.69	70.87%	
105116	Librarian Part Time	\$ 13,800.00	\$ 7,156.25	\$ 1,495.75	\$ 8,652.00	62.70%	
105120	Code Enforcement	\$ 19,200.00	\$ -	\$ -	\$ -	0.00%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
105121	Field Utility Journeyman	\$ -	\$ 5,386.34	\$ 1,193.16	\$ 6,579.50	0.00%	
105122	Field Utility B	\$ -	\$ -	\$ 3,072.64	\$ 3,072.64	0.00%	
105140	Fringe Benefits	\$ 37,820.00	\$ 13,367.82	\$ 2,426.39	\$ 15,794.21	41.76%	
105141	Insurance Benefits	\$ 114,400.00	\$ 24,570.58	\$ 4,068.25	\$ 28,638.83	25.03%	
105142	Regular PERS System	\$ 55,400.00	\$ 12,631.33	\$ 2,728.09	\$ 15,359.42	27.72%	
	PERSONNEL	\$ 567,780.00	\$ 227,212.91	\$ 41,757.58	\$ 268,970.49	47.37%	
205202	Visitor Center Operations	\$ 45,000.00	\$ 22,500.00	\$ -	\$ 22,500.00	50.00%	
205209	Emergency Prep & Public Safety	\$ 3,000.00	\$ 57,631.43	\$ 32,746.47	\$ 90,377.90	3012.60%	
205210	Dues & Memberships	\$ 4,000.00	\$ 2,563.66	\$ 1,568.55	\$ 4,132.21	103.31%	
205213	Board/Comm/Meeting Education, Travel, &	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
205214	Marketing (Grants/Prgm/Events)	\$ 185,000.00	\$ 106,394.00	\$ -	\$ 106,394.00	57.51%	
205220	Marketing/Road Sign	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	100.00%	
205222	Insurance	\$ 27,200.00	\$ 33,348.48	\$ 5,000.00	\$ 38,348.48	140.99%	
205224	Trails Maintenance/Supplies/Services	\$ 5,000.00	\$ 4,364.99	\$ 736.11	\$ 5,101.10	102.02%	
205230	Printing (Maps & Signs)	\$ 3,000.00	\$ 858.39	\$ -	\$ 858.39	28.61%	
205240	Office Materials & Supplies	\$ 13,900.00	\$ 6,788.73	\$ 5,437.48	\$ 12,226.21	87.96%	
205241	Computer Equipment and Maint.	\$ 5,000.00	\$ 8,514.91	\$ 7,678.66	\$ 16,193.57	323.87%	
205251	Telephones/Cell Phones/DSL	\$ 9,100.00	\$ 5,414.20	\$ 923.06	\$ 6,337.26	69.64%	
205252	Utilities	\$ 15,300.00	\$ 4,772.26	\$ 1,459.14	\$ 6,231.40	40.73%	
205253	Postage	\$ 2,000.00	\$ 5,300.61	\$ -	\$ 5,300.61	265.03%	
205255	Education and Training	\$ 10,600.00	\$ 2,686.61	\$ 4,019.00	\$ 6,705.61	63.26%	
205260	Contract Expense (Prof Svc)	\$ 56,700.00	\$ 78,628.54	\$ 6,275.17	\$ 84,903.71	149.74%	
205261	Auditor	\$ 7,500.00	\$ 1,300.00	\$ -	\$ 1,300.00	17.33%	
205262	Legal Expense	\$ 20,000.00	\$ 4,257.18	\$ 306.84	\$ 4,564.02	22.82%	
205263	Bank Charges/Credit Card Fees	\$ 11,000.00	\$ 6,582.31	\$ 271.07	\$ 6,853.38	62.30%	
205270	Travel	\$ 3,000.00	\$ 1,897.80	\$ 9.38	\$ 1,907.18	63.57%	
205282	Software	\$ 40,700.00	\$ 59,189.24	\$ 1,151.95	\$ 60,341.19	148.26%	
205311	Equipment Lease and Rental	\$ 3,000.00	\$ 854.04	\$ 142.34	\$ 996.38	33.21%	
205312	Equipment Fuel/Tires/Parts	\$ 1,000.00	\$ 193.98	\$ 30.00	\$ 223.98	22.40%	
205313	Equipment Repair	\$ 7,800.00	\$ 7,532.94	\$ -	\$ 7,532.94	96.58%	
205317	Tools and Small Equipment	\$ 2,950.00	\$ 3,808.25	\$ -	\$ 3,808.25	129.09%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205325	Yard Debris Dumpster	\$ 6,000.00	\$ 3,216.59	\$ -	\$ 3,216.59	53.61%	
205330	Building and Land Maintenance	\$ 67,600.00	\$ 65,063.12	\$ 8,589.44	\$ 73,652.56	108.95%	
205335	Custodial Support/Supplies	\$ 26,700.00	\$ 15,055.51	\$ 151.02	\$ 15,206.53	56.95%	
205340	Operating Materials & Supplies	\$ 400.00	\$ -	\$ -	\$ -	0.00%	
205345	Books and Periodicals\Children's Books/Pro	\$ 3,000.00	\$ 5,441.06	\$ 905.46	\$ 6,346.52	211.55%	
205361	Parts	\$ 2,500.00	\$ 3,246.94	\$ 2,162.86	\$ 5,409.80	216.39%	
205362	Consumables	\$ 1,000.00	\$ 1,000.43	\$ -	\$ 1,000.43	100.04%	
205363	Outside Services	\$ 1,500.00	\$ 2,840.00	\$ -	\$ 2,840.00	189.33%	
205367	Storm Drain Parts	\$ 300.00	\$ -	\$ -	\$ -	0.00%	
205411	Street Lighting	\$ 18,000.00	\$ 8,153.86	\$ 1,639.33	\$ 9,793.19	54.41%	
205421	Parks/Grounds Maintenance	\$ 17,000.00	\$ 1,621.55	\$ 31.41	\$ 1,652.96	9.72%	
205422	Advertising\Legal Notice	\$ 2,000.00	\$ 1,494.83	\$ -	\$ 1,494.83	74.74%	
205439	Comm Support/Beautification	\$ 115,000.00	\$ 40,465.33	\$ 8,336.12	\$ 48,801.45	42.44%	
205440	Equipment & Furniture	\$ 2,500.00	\$ 1,805.20	\$ 39.98	\$ 1,845.18	73.81%	
205470	Equipment Repair Maint	\$ -	\$ 110.60	\$ -	\$ 110.60	0.00%	
205474	Mowing	\$ 14,200.00	\$ 9,994.00	\$ -	\$ 9,994.00	70.38%	
205475	Tree Removal/Trimming	\$ 16,000.00	\$ 1,042.00	\$ -	\$ 1,042.00	6.51%	
205490	Material and Services	\$ 3,500.00	\$ 2,861.98	\$ 431.15	\$ 3,293.13	94.09%	
208000	Operating Contingency	\$ 78,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 858,150.00	\$ 588,995.55	\$ 90,041.99	\$ 679,037.54	79.13%	
217122	Transfer out Library Op/Proj	\$ 25,000.00	\$ 277,500.00	\$ -	\$ 277,500.00	1110.00%	
217123	Transfer out LLCM	\$ 20,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	50.00%	
217124	Transfer out Commons	\$ 345,000.00	\$ 172,500.00	\$ -	\$ 172,500.00	50.00%	
217126	Transfer out Cap Res	\$ 59,000.00	\$ 29,500.00	\$ -	\$ 29,500.00	50.00%	
217127	OP Transfer - Parks & Trails Operations	\$ 15,000.00	\$ 7,500.00	\$ -	\$ 7,500.00	50.00%	
217129	Transfer to WW Plant Loan	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
217133	Transfer out Storm Drains	\$ 10,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	50.00%	
217134	Transfer to Water	\$ 374,000.00	\$ 187,000.00	\$ -	\$ 187,000.00	50.00%	
	TRANSFERS	\$ 908,000.00	\$ 719,000.00	\$ -	\$ 719,000.00	79.19%	
407922	Capital Outlay - Improvement	\$ 30,000.00	\$ 43,530.60	\$ 34,330.75	\$ 77,861.35	259.54%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
407941	Capital Outlay - Equipment	\$ 20,000.00	\$ -	\$ -	\$ -	0.00%	
407942	Capital Outlay-Infrastructure	\$ 776,371.00	\$ 112,722.11	\$ 32,355.91	\$ 145,078.02	18.69%	
407947	Capital Outlay-Street Projects	\$ 220,281.00	\$ 293,860.04	\$ 2,236.25	\$ 296,096.29	134.42%	
	CAPITAL OUTLAY	\$ 1,046,652.00	\$ 450,112.75	\$ 68,922.91	\$ 519,035.66	49.59%	
205720	Interest Expense	\$ 39,019.42	\$ 29,436.22	\$ -	\$ 29,436.22	75.44%	
205721	Interest Expense - DEQ	\$ 68,703.00	\$ 35,725.00	\$ -	\$ 35,725.00	52.00%	
205722	Loan Fee - DEQ	\$ 11,372.00	\$ -	\$ -	\$ -	0.00%	
207630	Principal Payments	\$ 124,554.07	\$ 108,017.08	\$ -	\$ 108,017.08	86.72%	
207631	Principal Payments - DEQ	\$ 381,657.00	\$ 189,455.00	\$ -	\$ 189,455.00	49.64%	
	DEBT SERVICES	\$ 625,305.49	\$ 362,633.30	\$ -	\$ 362,633.30	57.99%	
	TOTAL EXPENSE	\$ 4,005,887.49	\$ 2,347,954.51	\$ 200,722.48	\$ 2,548,676.99	63.62%	
	NET GAIN/(LOSS)	\$ 5,674,011.96	\$ 5,748,681.21	\$ 467,965.39	\$ 6,216,646.60	109.56%	

Consolidated Revenue and Expense Statement

Enterprise Fund (660 and 670)

For Period Ended January 31, 2024

Printed: 02/12/2024

Period 07

Fiscal Year 2024

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	\$ 3,239,165.72	\$ 3,308,900.98	\$ -	\$ 3,308,900.98	102.15%	Beginning Balances - Unaudited
301500	Interest Earned	\$ 45,000.00	\$ 48,000.14	\$ 9,597.16	\$ 57,597.30	127.99%	
304310	Water/Wastewater Services	\$ 1,730,000.00	\$ 888,597.41	\$ 139,092.23	\$ 1,027,689.64	59.40%	
304320	Installation Charges	\$ 6,500.00	\$ 12,691.15	\$ 1,225.00	\$ 13,916.15	214.09%	
304335	Rents or Fees	\$ 700.00	\$ 803.00	\$ 10.00	\$ 813.00	116.14%	
304481	Grants	\$ -	\$ 26,425.00	\$ -	\$ 26,425.00	0.00%	
314861	Transfer in General Reserve	\$ 174,000.00	\$ 87,000.00	\$ -	\$ 87,000.00	50.00%	
314864	Transfer in General Fund	\$ 200,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	50.00%	
314866	Urban Renewal Contribution	\$ 400,000.00	\$ 200,000.00	\$ -	\$ 200,000.00	50.00%	
314875	Transfer in Water Operations	\$ 250,000.00	\$ 125,000.00	\$ -	\$ 125,000.00	50.00%	
314876	Transfer in Wastewater Service	\$ 200,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	50.00%	
314879	Transfer in SDC	\$ 49,000.00	\$ 24,500.00	\$ -	\$ 24,500.00	50.00%	
	REVENUE	\$ 6,294,365.72	\$ 4,921,917.68	\$ 149,924.39	\$ 5,071,842.07	80.58%	
105101	City Manager	\$ 52,600.00	\$ 27,689.89	\$ 4,792.00	\$ 32,481.89	61.75%	
105102	Deputy Recorder	\$ 25,800.00	\$ 15,114.58	\$ 2,442.99	\$ 17,557.57	68.05%	
105103	Bookkeeping/Accounting	\$ 38,000.00	\$ -	\$ 5,440.80	\$ 5,440.80	14.32%	
105104	CIP Coordinator	\$ 46,600.00	\$ 9,867.45	\$ 2,568.72	\$ 12,436.17	26.69%	
105108	Planner	\$ 5,400.00	\$ 966.08	\$ 529.76	\$ 1,495.84	27.70%	
105109	Administrative Assistant	\$ -	\$ 3,605.99	\$ (3,605.99)	\$ -	0.00%	
105110	Water Lead	\$ 56,500.00	\$ 37,681.37	\$ 6,017.96	\$ 43,699.33	77.34%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
105111	Wastewater Lead	\$ 76,000.00	\$ 52,455.64	\$ 8,039.34	\$ 60,494.98	79.60%	
105112	Field Utility 2	\$ -	\$ -	\$ -	\$ -	0.00%	
105113	Field Utility 1	\$ 35,700.00	\$ 8,408.50	\$ -	\$ 8,408.50	23.55%	
105114	Field Utility A	\$ 122,900.00	\$ 45,130.66	\$ (1,804.89)	\$ 43,325.77	35.25%	
105121	Field Utility Journeyman	\$ 73,900.00	\$ 13,513.99	\$ 3,745.43	\$ 17,259.42	23.36%	
105122	Field Utility B	\$ -	\$ -	\$ 11,926.13	\$ 11,926.13	0.00%	
105140	Fringe Benefits	\$ 59,500.00	\$ 15,833.35	\$ 2,973.63	\$ 18,806.98	31.61%	
105141	Insurance Benefits	\$ 184,500.00	\$ 45,687.16	\$ 6,101.19	\$ 51,788.35	28.07%	
105142	Regular PERS System	\$ 89,500.00	\$ 25,703.66	\$ 4,528.88	\$ 30,232.54	33.78%	
	PERSONNEL	\$ 866,900.00	\$ 301,658.32	\$ 53,695.95	\$ 355,354.27	40.99%	
205210	Dues & Memberships	\$ 2,500.00	\$ 1,037.00	\$ 250.00	\$ 1,287.00	51.48%	
205211	State Fees	\$ 32,600.00	\$ 16,849.14	\$ -	\$ 16,849.14	51.68%	
205212	Fee Expense	\$ 13,600.00	\$ 11,451.86	\$ 1,587.24	\$ 13,039.10	95.88%	
205222	Insurance	\$ 35,000.00	\$ 42,911.64	\$ -	\$ 42,911.64	122.60%	
205240	Office Materials & Supplies	\$ 8,200.00	\$ 7,026.06	\$ 1,833.79	\$ 8,859.85	108.05%	
205241	Computer Equipment and Maint.	\$ 2,000.00	\$ 179.00	\$ -	\$ 179.00	8.95%	
205251	Telephones/Cell Phones/DSL	\$ 17,000.00	\$ 9,361.52	\$ 1,618.52	\$ 10,980.04	64.59%	
205253	Postage	\$ -	\$ 325.97	\$ -	\$ 325.97	0.00%	
205255	Education and Training	\$ 8,000.00	\$ 1,111.00	\$ -	\$ 1,111.00	13.89%	
205260	Contract Expense (all Professional, IG/	\$ 61,000.00	\$ 14,048.50	\$ 3,583.33	\$ 17,631.83	28.90%	
205261	Auditor	\$ 8,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	25.00%	
205262	Legal	\$ 10,000.00	\$ 8,514.32	\$ 613.66	\$ 9,127.98	91.28%	
205270	Travel	\$ 2,000.00	\$ -	\$ -	\$ -	0.00%	
205282	Software	\$ 24,000.00	\$ 12,500.76	\$ 940.92	\$ 13,441.68	56.01%	
205311	Equipment Lease and Rental	\$ 6,000.00	\$ 1,707.96	\$ 824.66	\$ 2,532.62	42.21%	
205312	Equipment Fuel/Tires/Parts	\$ 10,000.00	\$ 4,337.71	\$ 1,053.87	\$ 5,391.58	53.92%	
205313	Equipment Repair	\$ -	\$ 10,613.35	\$ -	\$ 10,613.35	0.00%	
205317	Tools and Small Equipment	\$ 5,000.00	\$ 3,655.80	\$ 734.72	\$ 4,390.52	87.81%	
205330	Building and Land Maintenance	\$ 11,500.00	\$ 1,822.00	\$ 295.00	\$ 2,117.00	18.41%	
205335	Custodial Support/Supplies	\$ 6,000.00	\$ 2,858.52	\$ 239.76	\$ 3,098.28	51.64%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205342	Plant Utilities	\$ 50,000.00	\$ 20,190.36	\$ 4,780.12	\$ 24,970.48	49.94%	
205351	Main Plant Parts	\$ 17,000.00	\$ 3,851.69	\$ 1,963.10	\$ 5,814.79	34.20%	
205352	Main Plant Consumables	\$ 47,000.00	\$ 21,144.20	\$ 665.83	\$ 21,810.03	46.40%	
205353	Main Plant Outside Services	\$ 65,000.00	\$ 24,556.98	\$ 15,949.65	\$ 40,506.63	62.32%	
205361	Parts	\$ 62,000.00	\$ 23,292.20	\$ 1,972.35	\$ 25,264.55	40.75%	
205362	Consumables	\$ 1,000.00	\$ 3,450.67	\$ 120.88	\$ 3,571.55	357.16%	
205363	Outside Services	\$ 40,000.00	\$ 10,816.73	\$ -	\$ 10,816.73	27.04%	
205470	Equipment Repair/Maintenance	\$ -	\$ 221.18	\$ -	\$ 221.18	0.00%	
205474	Mowing	\$ 7,500.00	\$ 7,049.00	\$ -	\$ 7,049.00	93.99%	
205475	Tree Removal/Trimming	\$ 20,000.00	\$ 3,813.13	\$ -	\$ 3,813.13	19.07%	
208000	Operating Contingency	\$ 55,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 626,900.00	\$ 270,698.25	\$ 39,027.40	\$ 309,725.65	49.41%	
217126	Transfer out Cap Res	\$ 450,000.00	\$ 225,000.00	\$ -	\$ 225,000.00	50.00%	
217136	Transfer Out Debt Services	\$ 43,000.00	\$ 21,500.00	\$ -	\$ 21,500.00	50.00%	
	TRANSFERS	\$ 493,000.00	\$ 246,500.00	\$ -	\$ 246,500.00	50.00%	
407921	Capital Outlay - Infrastructure Systems	\$ 480,000.00	\$ 56,986.59	\$ 12,915.12	\$ 69,901.71	14.56%	
407941	Capital Outlay - Equipment	\$ 348,000.00	\$ 108,087.39	\$ 44,121.60	\$ 152,208.99	43.74%	
407948	Capital Outlay - Water systems	\$ 943,400.00	\$ 281,322.71	\$ 20,824.03	\$ 302,146.74	32.03%	
	CAPITAL OUTLAY	\$ 1,771,400.00	\$ 446,396.69	\$ 77,860.75	\$ 524,257.44	29.60%	
	TOTAL EXPENSE	\$ 3,758,200.00	\$ 1,265,253.26	\$ 170,584.10	\$ 1,435,837.36	38.21%	
	NET GAIN/(LOSS)	\$ 2,536,165.72	\$ 3,656,664.42	\$ (20,659.71)	\$ 3,636,004.71	143.37%	

Consolidated Revenue and Expense Statement

Debt Services Fund (155)

For Period Ended January 31, 2024

Printed: 02/12/2024

Period 07

Fiscal Year 2024

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	\$ 1,199,182.62	\$ 1,246,771.68	\$ -	\$ 1,246,771.68	103.97%	Beginning Balances - Unaudited
301500	Interest Earned	\$ 5,656.39	\$ 3,631.78	\$ 1,121.97	\$ 4,753.75	84.04%	
304110	Tax - Property Current	\$ 44,000.00	\$ 42,901.35	\$ 713.00	\$ 43,614.35	99.12%	
304120	Tax - Property Past Due	\$ 600.00	\$ 293.14	\$ 75.03	\$ 368.17	61.36%	
304245	Tax - Food & Beverage Tax	\$ 460,000.00	\$ 185,774.73	\$ 70,301.81	\$ 256,076.54	55.67%	
304501	Transfer In-South Tnk Debt Svc	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
314883	Transfer in Urban Renewal	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
314890	Transfer in Water System	\$ 43,000.00	\$ 21,500.00	\$ -	\$ 21,500.00	50.00%	
	REVENUE	\$ 1,912,439.01	\$ 1,580,872.68	\$ 72,211.81	\$ 1,653,084.49	86.44%	
217129	Transfer to WW Plant Loan	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
	TRANSFERS	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
205720	Interest Expense	\$ 39,019.42	\$ 29,436.22	\$ -	\$ 29,436.22	75.44%	
205721	Interest Expense - DEQ	\$ 68,703.00	\$ 35,725.00	\$ -	\$ 35,725.00	52.00%	
205722	Loan Fee - DEQ	\$ 11,372.00	\$ -	\$ -	\$ -	0.00%	
207630	Principal Payments	\$ 124,554.07	\$ 108,017.08	\$ -	\$ 108,017.08	86.72%	
207631	Principal Payments - DEQ	\$ 381,657.00	\$ 189,455.00	\$ -	\$ 189,455.00	49.64%	
	DEBT SERVICES	\$ 625,305.49	\$ 362,633.30	\$ -	\$ 362,633.30	57.99%	
	TOTAL EXPENSE	\$ 685,305.49	\$ 392,633.30	\$ -	\$ 392,633.30	57.29%	
	NET GAIN/(LOSS)	\$ 1,227,133.52	\$ 1,188,239.38	\$ 72,211.81	\$ 1,260,451.19	102.72%	

Consolidated Revenue and Expense Statement

Urban Renewal (900)

For Period Ended January 31, 2024

Printed: 02/12/2024

Period 07

Fiscal Year 2024

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	NOTES
300101	Beginning Balance	\$ 449,395.94	\$ 471,711.99	\$ -	\$ 471,711.99	104.97%	Beginning Balances - Unaudited
301500	Interest Earned	\$ 10,000.00	\$ 12,557.57	\$ 3,139.87	\$ 15,697.44	156.97%	
304110	Tax - Property Current	\$ 529,881.00	\$ 483,713.78	\$ 8,044.48	\$ 491,758.26	92.81%	
304120	Tax - Property Past due	\$ 6,000.00	\$ 2,701.30	\$ 700.43	\$ 3,401.73	56.70%	
304491	Other Local Sources	\$ -	\$ 14.03	\$ -	\$ 14.03	0.00%	
	REVENUE	\$ 995,276.94	\$ 970,698.67	\$ 11,884.78	\$ 982,583.45	98.72%	
205210	Dues & Memberships	\$ 200.00	\$ -	\$ -	\$ -	0.00%	
205261	Auditor	\$ 2,500.00	\$ 300.00	\$ -	\$ 300.00	12.00%	
205422	Advertising/Legal Notice	\$ 300.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 3,000.00	\$ 300.00	\$ -	\$ 300.00	10.00%	
217130	Interfund Transfer Wastewater	\$ 400,000.00	\$ 200,000.00	\$ -	\$ 200,000.00	50.00%	
217137	Trans to South Tank Debt	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
217140	Admin Fee Trans to General Fund	\$ 36,000.00	\$ 18,000.00	\$ -	\$ 18,000.00	50.00%	
	TRANSFERS	\$ 536,000.00	\$ 268,000.00	\$ -	\$ 268,000.00	50.00%	
	TOTAL EXPENSE	\$ 539,000.00	\$ 268,300.00	\$ -	\$ 268,300.00	49.78%	
	NET GAIN/(LOSS)	\$ 456,276.94	\$ 702,398.67	\$ 11,884.78	\$ 714,283.45	156.55%	

City of Yachats

Fund Balance Report

		Modified Accrual Basis		Modified Cash Basis						Better (Worse)			
		30-Jun-17	30-Jun-18	FY2019 30-Jun-19	FY2020 30-Jun-20	FY2021 30-Jun-21	FY2022 30-Jun-22	FY2023 30-Jun-23	YTD** 31-Jan-24	FY24 VS FY23	FY24 VS FY22	FY24 VS FY21	FY24 VS FY20
City Hall	100-1010	468,845	691,207	829,068	921,273	537,149	743,684	895,783	779,687	(116,096)	36,003	242,539	(141,586)
Commons	100-1020	(15,519)	500	15,292	77,910	104,451	144,737	133,773	29,616	(104,157)	(115,122)	(74,835)	(48,294)
LLC & Museum	100-1025			583	6,722	0	6,148	13,164	12,981	(183)	6,833	12,981	6,259
Library	100-1030			0	8,122	28,700	29,547	27,745	13,402	(14,343)	(16,144)	(15,298)	5,280
Parks and Trails	100-1035			14,053	16,879	0	17,678	24,808	15,833	(8,975)	(1,845)	15,833	(1,046)
Visitor Amenities	100-1045	195,095	119,446	98,664	249,548	670,851	1,298,211	1,222,104	1,484,880	262,775	186,669	814,029	1,235,332
Streets	100-1040	71,533	80,581	93,513	43,350	14,572	67,073	59,349	62,082	2,733	(4,991)	47,510	18,732
Storm Drains	100-1050	80,252	86,394	110,146	88,495	68,824	41,136	19,874	9,011	(10,863)	(32,125)	(59,813)	(79,484)
Water	600-1700			164,050	325,623	128,056	144,671	177,324	244,164	66,840	99,493	116,108	(81,459)
WasteWater	670-1800			178,721	265,946	157,154	160,811	201,148	307,447	106,298	146,636	150,293	41,501
Total Operating Funds		800,206	978,128	1,504,090	2,003,868	1,709,757	2,653,694	2,775,074	2,959,102	184,029	305,408	1,249,346	955,234
SDC's	160-1605	149,075	236,321	413,285	519,487	588,135	751,225	814,536	878,591	64,055	127,366	290,456	359,104
General Construction (So Tank)	160-1630	211,843	40,401	213,305	213,305								(213,305)
Revenue Water Bond	155-1200			0	43,071	43,242	43,413	43,650	43,788	138	375	546	717
Water Gen Obl Bond	155-1218			0	(157)	46,636	49,140	51,554	56,616	5,062	7,476	9,980	56,773
South Tank Loan	155-1268			100,000	160,089	120,179	120,268	120,358	100,447	(19,911)	(19,821)	(19,732)	(59,642)
WasteWater Loans (2)	155-1276	577,777	594,019	668,616	736,214	816,173	874,919	909,929	1,059,601	149,671	184,681	243,428	323,387
Urban Renewal	900-9000	68,236	207,433	297,767	432,235	421,085	290,175	468,968	714,283	245,316	424,108	293,198	282,048
Total Restricted Funds		1,006,931	1,078,174	1,692,973	2,104,244	2,035,450	2,129,140	2,408,995	2,853,326	444,331	724,186	817,876	749,082
City Hall Reserves	150-1010			69,066	63,697	0	147,935	186,780	219,444	32,663	71,509	219,444	155,747
Commons Reserves	150-1020			118,449	145,449	145,449	153,468	161,555	211,194	49,639	57,726	65,745	65,745
LLC & Museum Reserves	150-1025			213,077	208,077	208,077	208,077	194,809	190,882	(3,926)	(17,195)	(17,195)	(17,195)
Library Reserves	150-1030			242,453	306,638	291,781	286,775	253,085	493,585	240,500	206,811	201,804	186,947
Parks and Trails Reserves	150-1035			103,486	153,486	135,156	219,407	500,211	424,850	(75,361)	205,443	289,694	271,364
Streets Reserves	150-1040			437,841	316,867	315,906	101,356	104,557	62,707	(41,851)	(38,649)	(253,199)	(254,160)
Storm Drains Capital	150-1050			0	40,000	40,000	70,198	119,311	67,451	(51,861)	(2,747)	27,451	27,451
Water Reserves	660-1705			167,522	252,358	1,121,617	1,769,111	1,856,074	1,813,041	(43,033)	43,930	691,424	1,560,683
WasteWater Reserves	670-1805			443,800	518,930	1,004,775	1,034,069	1,060,779	1,271,353	210,574	237,285	266,578	752,423
Total Capital Reserves		1,838,319	1,554,067	1,795,694	2,005,502	3,262,761	3,990,394	4,437,163	4,754,507	317,344	764,113	1,491,746	2,749,005
Total Fund Balances		3,645,456	3,610,369	4,992,757	6,113,614	7,007,968	8,773,228	9,621,231	10,566,935	945,704	1,793,706	3,558,967	4,453,321

** Beginning Balances Unaudited

City of Yachats
Contract Expense Report
YTD Through January 31, 2024

DESCRIPTION/VENDOR NAME	YTD FY2024
Ace Alarms	1,372.00
Civil West Engineering - Assessment	10,893.26
Finance / Janet Cline	24,210.00
Finance / Thomas Lauritzen	1,320.00
Jensen Strategies	35,451.67
LCOG (Human Resources)	9,570.95
Pacific Coast Lock & Safe LLC	330.00
Springbrook Holding (Civic Pay)	611.00
TCB Answering Service after hours	1,251.60
Legacy	7,667.11
Library Concepts	729.95
Oregon Coast Piano Services	135.00
Consulting / Rick Sant	3,600.00
National Photocopy Corp (IT)	1,793.00
Rick Sant	3,600.00
TOTAL PAID YEAR TO DATE	\$ 102,535.54

ANNUAL BUDGET AMOUNT (after Resolution) \$ 227,700.00

PERCENTAGE EXPENDED 45.03%



*City Council Regular Meeting
Meeting Date: February 21, 2024*

ITEM TITLE: Reduction of speed on Highway 101 in Yachats city limits

DISCUSSION/BACKGROUND/ISSUE:

It is well understood that motorists exceed speed limits in Yachats on 101 Highway. One need only stand near the speed limit flashing warning signs for an hour and count the number of vehicles exceeding the speed limit on any given day. One method to reduce this speeding is to do away with the three speed zones on 101 Highway in Yachats. To do this, the City must formally request a change to ODOT. The change can be requested from either the city manager or the city planner.

Presently there are three speed limits governing 101 Highway as it traverses Yachats. The first extends south from the north city perimeter to 9th Street. The speed limit here is 40 mph. A second extends south from 9th Street to the north intersection of Yachats Ocean Road (just past the bridge). The speed limit here is 25 mph. The third extends from south from Yachats Ocean Road to the south city perimeter. The speed limit here is 40 mph. These three speed zones could be uniformly set at 25 mph, eliminating any motorist confusion as to where the zones end or begin.

Furthermore, there is no safe pedestrian passage between residential and hotels south of the bridge and businesses, residences, and hotels to the north (including the village area). Pedestrians are forced to walk on a shoulder around a blind curve. While this in and of itself is dangerous for pedestrians, many motorists accelerate once they leave the village area as they either disregard the 25-mph zone or believe that the 40-mph zone has been re-established south of the village area. The same is true of heading north. Once motorists leave the village area, many begin accelerating in excess of the 25-mph limit. And too, often as they are leaving town in either direction many exceed the posted 40 mph limit too!

Reducing the speed to 25 mph along this busy thoroughfare that runs through the center of Yachats would eliminate motorist confusion and provide a uniform slower speed limit that will provide safer pedestrian passage and crossing.

FISCAL IMPACT:

To initiate the request could be done as part of the normal duties of the city manager and/or planner. There would likely be some time communicating back and forth via email and possibly in-person interaction with ODOT, but it is unlikely this would be an onerous burden on city staff. ODOT itself can perform the required study to justify this reduction at no cost to the city. Conversely, the city itself can perform the required study at its expense and submit it to ODOT for a ruling.

RELEVANCE TO 2023 COUNCIL GOALS:

- a. Achieve water sustainability
- b. Deliver efficient, effective, transparent municipal services
- c. Provide safe access to and use of city infrastructure, trails, and parks
- d. Environmentally responsible in all that we do
- e. Effectively manage and plan for the city's financial needs
- f. Synchronize and update city policies and administrative rules

RECOMMENDATION:

City staff should initiate contact with ODOT. The procedure to make this happen has been outlined by Public Works and Streets Commissioner Don Phipps in an email to City Manager Bobbi Price dated January 11. The Public Works and Streets Commission recommended that this be brought before the City Council in their December 2023 meeting.

ALTERNATIVES:

- 1. The alternate would be to take no action requesting ODOT to reduce the speed limit through Yachats city limits

PREPARED BY:

Don Phipps, Public Works & Streets Commission Member
Recommendation approved by the Public Works & Streets Commission
Submitted by Bobbi Price, City Manager

ITEMS ATTACHED:

[Link to email to Bobbi Price from Don Phipps on ODOT speed reduction process](#)

CHAPTER 3.08 OCCUPANCY TAX

§ 3.08.010. Definitions.

Except where the context otherwise requires, the definitions given in this section govern the construction of this chapter.

"Accrual accounting" means the lodging tax collector enters the rent due from a registered guest on his or her records when the rent is earned, whether or not it is paid.

"Cash accounting" means the lodging tax collector does not enter the rent due from a registered guest on his or her records until rent is paid.

"City Council" means the City Council of the City of Yachats.

"Lodging facility" means any structure, or any portion of any structure which is occupied or intended or designed for short-term occupancy for dwelling, lodging or sleeping purposes, and includes any hotel, motel, inn, condominium, vacation home or house, studio hotel, bachelor hotel, lodging house, rooming house, apartment house, public or private dormitory, fraternity, sorority, public or private club, or similar structure or space or portions thereof so occupied, provided such occupancy is for less than a 30 day period.

"Lodging intermediary" means a person other than an operator that facilitates the retail sale of lodging facilities and: (a) charges for occupancy of the lodging facility; (b) collects the consideration charged for occupancy of the lodging facility; or (c) receives a fee or commission and requires the operator to use a specified third-party entity to collect the consideration charged for occupancy of the transient lodging.

"Lodging tax collector" means an operator or a lodging intermediary.

"Occupancy" means the use or possession, or the right to the use or possession for lodging or sleeping purposes of any room or rooms in a lodging facility, or portion thereof.

"Occupancy Tax Review Committee" means the City Council or, if it so elects, a Committee composed of five persons appointed by the City Council and may be owners or operators of a lodging facility.

"Operator" means a person that furnishes lodging in a lodging facility. Where the operator performs his or her functions through a managing agent of any type or character other than an employee, the managing agent shall also be deemed an operator for the purposes of this chapter and shall have the same duties and liabilities as his or her principal. Compliance with the provisions of this chapter by either the principal or the managing agent shall be considered to be compliance by both.

"Person" means any individual, partnership, joint venture, association, social club, fraternal organization, fraternity, sorority, public or private dormitory, joint stock company, corporation, estate, trust, business trust, receiver, trustee, syndicate or any other entity, group or combination acting as a unit.

"Registered guest" means any individual who exercised occupancy or is entitled to occupancy in a lodging facility for a period of 30 consecutive calendar days or less,

counting portions of calendar days as full days. The day a registered guest checks out of the lodging facility shall not be included in determining the 30 day period if the registered guest is not charged rent for that day by the lodging tax collector. Any individual so occupying space in a lodging facility shall be deemed to be a registered guest until the period of 30 days has expired unless there is an agreement in writing between the operator and the occupant providing for a longer period of occupancy, or the tenancy actually extends more than 30 consecutive days. In determining whether a person is a registered guest, uninterrupted periods of time extending both prior and subsequent to the effective date of the ordinance codified in this chapter may be considered. A person who pays for lodging on a monthly basis, irrespective of the number of days in such month, shall not be deemed a registered guest. An owner of a condominium unit, or any other person residing in the same, who is required to pay any consideration for the use of the unit, shall be deemed a registered guest.

"Rent" means the total consideration charged, including all charges other than taxes, paid by a person, whether or not received by the operator or lodging intermediary, for the occupancy of space in a lodging facility, valued in money, goods, labor, credits, property or other consideration valued in money, without any deduction, but shall not include charges to a condominium unit owner which are solely for cleaning or maintenance of such unit so long as the charges are made in connection therewith for space occupancy.

"Rent package plan" means the consideration charged for both food and rent where a single rate is made for the total of both. The amount applicable to rent for determination of occupancy tax under this chapter shall be the same charge made for rent when consideration is not a part of the package plan. The amount applicable to rent for determination of occupancy tax under this chapter shall be that amount allocated to space rent, taking into consideration a reasonable value of other items in the rent package and taking into consideration the charge for rent when the space is rented separately and not included in a package plan.

"Tax" means either the tax payable by the registered guest or the aggregate amount of taxes due from an operator or lodging intermediary during the period for which he or she is required to report his or her collections.

"Tax Administrator" means the City Recorder of the City of Yachats or designee.

"Visitor amenities" shall include items such as, but not limited to, public restrooms, informative signage, trash receptacles, parks and trails, visitor information center, and any other items that have substantial benefit to visitors, as determined by City Council. (Ord. 59 § 1, 1976; Ord. 228, 2002; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.020. Tax imposed.

For the privilege of occupancy in any lodging facility, which is in the City of Yachats, on or after November 1, 1976, each registered guest shall pay a tax in the amount of 6% of the rent charged by the lodging tax collector. Effective January 1, 2016 each registered guest shall pay a tax in the amount of 9% of the rent charged by the lodging tax collector. The tax constitutes a debt owed by the registered guest to the City which is extinguished only by payment by the lodging tax collector to the City. The registered guest shall pay the tax to the lodging tax collector of the lodging facility at the time the rent is paid. The

lodging tax collector shall enter the tax on his or her records when rent is collected if the lodging tax collector keeps his or her records on the cash accounting basis and when earned if the lodging tax collector keeps his or her records on the accrual accounting basis. If rent is paid in installments, a proportionate share of the tax shall be paid by the registered guest to the lodging tax collector with each installment. In all cases, the rent paid or charged for occupancy shall exclude the sale of any goods, services and commodities, other than the furnishing of rooms and accommodations.

(Ord. 59 § 2, 1976; Ord. 145 § 1, 1991; Ord. 228, 2002; Ord. 327, 2014; Ord. 339, 2015; Ord. 351 § 1, 2018)

§ 3.08.030. Collection of tax—Rules for collection.

- A. Every lodging tax collector renting lodging facilities in this City, the occupancy of which is not exempted under the terms of this chapter, shall collect a tax from the registered guest. The tax collected or accrued by the lodging tax collector constitutes a debt owing by the lodging tax collector to the City.
- B. In all cases of credit or deferred payment of rent, the payment of tax to the lodging tax collector may be deferred until the rent is paid, and the lodging tax collector shall not be liable for the tax until credits are paid or deferred payments are made. Adjustments may be made for uncollectables.
- C. The Tax Administrator shall enforce provisions of this chapter and shall have the power to adopt rules and regulations not inconsistent with this chapter as may be necessary to aid in the enforcement.
- D. For rent collected on portions of a dollar, fractions of a penny of tax shall not be remitted.

(Ord. 59 § 3, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.040. Lodging tax collector duties.

Each lodging tax collector shall collect the tax imposed by this chapter at the same time as the rent is collected from every registered guest. The amount of tax shall be separately stated upon the lodging tax collector's records, and any receipt rendered by the lodging tax collector. No lodging tax collector of a lodging facility shall advertise that the tax or any part of the tax will be assumed or absorbed by the lodging tax collector, or that it will not be added to the rent, or that, when added, any part will be refunded, except in the manner provided by this chapter.

(Ord. 59 § 4, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.050. Exemption.

No tax imposed under this chapter shall be imposed upon:

- A. Any occupant for more than 30 successive calendar days with respect to any rent imposed for the period commencing after the first 30 days of such successive occupancy;

- B. Any occupant whose rent is of a value less than \$2 per day;
- C. Any occupant whose rent is paid to a health care facility, including hospitals, medical clinics, convalescent homes, homes for the aged people, and long-term care facilities.
- D. Any occupant whose rent is paid to a public institution owned and operated by a unit of the government.
- E. Any occupant whose rent is paid to a facility providing treatment for drug or alcohol abuse or providing mental health treatment.
- F. Any occupant whose rent is funded through a contract with a government agency and the purpose of such occupancy is to provide emergency or temporary shelter.
- G. Any occupant whose rent is paid to a nonprofit youth or church camp, nonprofit conference center or other nonprofit facility.
- H. Any occupant whose rents a private home, vacation cabin, or similar residential facility from any lodging operator who rents such facility incidentally to the lodging operator's own personal use thereof, and where the total number of rental days for the facility are less than 30 days per year.
- I. Any occupant who is a Federal employee on official Federal government business.
(Ord. 59 § 5, 1976; Ord. 148 § 7, 1992; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.060. Registration of operator—Certification of authority.

Every person engaging or about to engage in business as an operator in this City shall register with the Tax Administrator on a form provided by him or her. Operators engaged in business at the time the ordinance codified in this chapter is adopted must register not later than 30 calendar days after passage of said ordinance. Operators starting business after said ordinance is adopted must register within 15 days after commencing business. The privilege of registration after the date of imposition of such tax shall not relieve any person from the obligation of payment or collection of tax regardless of registration. Registration sets forth the name under which the operator transacts or intends to transact business, the location of his or her place or places of business and such other information to facilitate collection of the tax as the Tax Administrator may require. The registration shall be signed by the operator. The Tax Administrator shall, within 10 days after registration issue without charge a certificate of authority to each registrant to collect the tax from the registered guest, together with a duplicate thereof for each additional place of business of each registrant. Certificates shall be non-assignable and non-transferable and shall be surrendered immediately to the Tax Administrator upon the cessation of business at the location named or upon its sale or transfer. Each certificate and duplicate shall state the place of business to which it is applicable and shall be prominently displayed therein so as to be seen and come to the notice readily of all occupants and persons seeking occupancy.

The certificate shall, among other things, state the following:

- A. The name of the operator;
- B. The address of the lodging facility;
- C. The date upon which the certificate was issued;
- D. "This Registration Certificate signifies that the person named on the face hereof has fulfilled the requirements of the Occupancy Tax Ordinance of the City of Yachats, Oregon, by registration with the Tax Administrator for the purpose of collection from registered guests, the occupancy tax imposed by said City and remitting said tax to the Tax Administrator. This certificate does not authorize any person to conduct any unlawful business or to conduct any lawful business in an unlawful manner, or to operate a lodging facility without strictly complying with all local applicable laws, including, but not limited to, those requiring a permit from any board, commission, department or office of the City of Yachats, Oregon. This certificate does not constitute a permit."

(Ord. 59 § 6, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.070. Due date—Returns and payments.

- A. The tax imposed by this chapter shall be paid by the registered guest to the lodging tax collector at the time that rent is paid. All amounts of such taxes collected by any lodging tax collector are due and payable to the Tax Administrator on a quarterly basis on or before the last day of the month following the end of each calendar quarter (in the months of April, July, October and January) and are delinquent on the first day of the month following (in the months of May, August, November and February). Commencing July 1, 2002 and for each three month quarter thereafter, the quarters shall be consistent with the City's fiscal year (e.g., October 1, January 1 and April 1 of each fiscal year). The Tax Administrator has authority to classify and/or district the lodging tax collectors for determination of applicable tax periods, and shall notify each lodging tax collector of the due and delinquent dates for the lodging tax collector's returns.
- B. On or before the last day of the month following each quarter of collection, a return for the preceding quarter's tax collections shall be filed with the Tax Administrator. The return shall be filed in such form as the Tax Administrator may prescribe by every lodging tax collector liable for payment of tax.
- C. The returns shall show the total rent and fees for each month in the quarter on a separate line, with a total for the quarter.
- D. The person required to file the return shall remit the amount of the tax due, to the Tax Administrator at his or her office, either by personal delivery or by mail before the last day of the month following each quarter of collection.
- E. For good cause, the Tax Administrator may extend for not to exceed one month, the time for making any return or payment of tax. No further extension shall be granted, except by the Occupancy Tax Review Committee. Any lodging tax collector to whom an extension is granted shall pay the delinquent fees unless waived by the

Occupancy Tax Review Committee.

- F. The Tax Administrator, if he or she deems it necessary in order to insure payment or facilitate collection by the City of the amount of taxes in any individual case may require returns and payment of the amount of taxes for other than quarterly periods. (Ord. 59 § 7, 1976; Ord. 228, 2002; Ord. 327, 2014; Ord. 334, 2015; Ord. 351 § 1, 2018)

§ 3.08.080. Penalties.

- A. Original Delinquency. Any lodging tax collector who has not been granted an extension of time for remittance of tax due and who fails to remit any tax imposed by this chapter prior to delinquency shall pay 10% of the amount of the tax due and a delinquency fee of \$100 in addition to the amount of the tax.
- B. Continued Delinquencies. Any lodging tax collector who has not been granted an extension of time for remittance of tax due, and who fails to pay any delinquent remittance on or before a period of 30 days following the date on which the remittance first became delinquent shall pay an additional 10% for each 30 day period the tax remains delinquent.
- C. Fraud. If the Tax Administrator determines that the nonpayment of any remittance due under this chapter is due to fraud or intent to evade the provisions thereof, a penalty of 25% of the amount of the tax shall be added thereto in addition to the penalties stated in subsections A and B of this section.
- D. Penalties Merged With Tax. Every penalty imposed under the provisions of this section shall be merged with and become a part of the tax herein required to be paid.
- E. Petition for Waiver. Any lodging tax collector who fails to remit the tax herein levied within the time herein stated shall pay the penalties herein stated, provided, however, the lodging tax collector may petition the Occupancy Tax Review Committee for waiver and refund of the penalty or any portion thereof and the Occupancy Tax Review Committee may, if a good and sufficient reason is shown, waive and direct a refund of the penalty or any portion thereof. (Ord. 59 § 8, 1976; Ord. 327, 2014; Ord. 334, 2015; Ord. 351 § 1, 2018)

§ 3.08.090. Deficiency determinations—Evasion, lodging tax collector delay.

- A. Deficiency Determinations. If the Tax Administrator determines that the returns are incorrect, he or she may compute and determine the amount required to be paid upon the basis of the facts contained in the return or returns, or upon the basis of any information within his or her possession or that may come into his or her possession. One or more deficiency determinations may be made of the amount due for one, or more than one, period, and the amount so determined shall be due and payable immediately upon service of notice as herein provided after which the amount determined is delinquent. Penalties on deficiencies shall be applied as set forth in Section 3.08.080.

1. In making a determination the Tax Administrator may offset over-payments, if any, which may have been previously made for a period or periods, against any underpayment for a subsequent period or periods, or against penalties and interest on the underpayments. The interest on underpayments shall be computed in the manner set forth in Section 3.08.080.
 2. The Tax Administrator shall give to the lodging tax collector or occupant a written notice of his or her determination. The notice may be served personally or by mail. If by mail the notice shall be addressed to the lodging tax collector at his or her address as it appears on the records of the Tax Administrator. In case of service by mail, any notice required by this chapter shall be served by mailing such notice by registered mail, postage prepaid, return receipt requested.
 3. Except in the case of fraud or intent to evade this chapter or authorized rules and regulations, every deficiency determination shall be made and notice thereof mailed within three years after the last day of the month following the close of the quarterly period for which the amount is proposed to be determined or within three years after the return is filed, whichever period expires the later.
 4. Any determination shall become due and payable immediately upon receipt of notice and shall become final within 20 days after the Tax Administrator has given notice thereof; provided, however, the lodging tax collector may petition redemption and refund if the petition is filed before the determination becomes final as herein provided.
- B. **Fraud—Refusal to Collect—Evasion.** If any lodging tax collector shall fail or refuse to collect the tax or to make within the time provided in this chapter any report or remittance of the tax or any portion thereof required by this chapter, or makes a fraudulent return or otherwise willfully attempts to evade this chapter, the Tax Administrator shall proceed in such manner as he or she may deem best to obtain the facts and information on which to base an estimate of the tax due. As soon as the Tax Administrator has determined the tax due that is imposed by this chapter from any lodging tax collector who has failed or refused to collect the same and to report and remit the tax, he or she shall proceed to determine and assess against such lodging tax collector the tax, interest and penalties provided for by this chapter. In case such determination is made, the Tax Administrator shall give a notice in the manner aforesaid of the amount so assessed. Such determination and notice shall be made and mailed within three years of the discovery by the Tax Administrator of any fraud, intent to evade or failure or refusal to collect the tax, or failure to file return. Any determination shall become due and payable upon receipt of notice and shall become final within 20 days after the Tax Administrator has given notice thereof, provided, however, the lodging tax collector may petition for redemption refund if the petition is filed before the determination becomes final as herein provided.
- C. **Lodging Tax Collector Delay.** If the Tax Administrator believes that the collection

of any tax or any amount of tax required to be collected and paid to the City will be jeopardized by delay, or if any determination will be jeopardized by delay, he or she shall thereupon make a determination of the tax or amount of tax required to be collected, noting the fact upon the determination. The amount so determined as herein provided shall be immediately due and payable, and the lodging tax collector shall immediately pay such determination to the Tax Administrator after service of notice thereof; provided, however, the lodging tax collector may petition, after payment has been made, for redemption and refund of such determination, if the petition is filed within 20 days from the date of service of notice by the Tax Administrator.

(Ord. 59 § 9, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.100. Redeterminations.

- A. Any person against whom a determination is made under Section 3.08.090 or any person directly interested may petition for a redetermination and redemption and refund within the time required in Section 3.08.090. If a petition for redetermination and refund is not filed within the time required in Section 3.08.090, the determination becomes final at the expiration of the allowable time.
- B. If a petition for redetermination and refund is filed within the allowable period, the Tax Administrator shall reconsider the determination, and, if the person has so requested in his or her petition, shall grant the person an oral hearing and shall give him or her 20 days' notice of the time and place of the hearing. The Tax Administrator may continue the hearing from time to time as may be necessary.
- C. The Tax Administrator may decrease or increase the amount of the determination as a result of the hearing and if an increase is determined each increase shall be payable immediately after the hearing.
- D. The order or decision of the Tax Administrator upon a petition for redetermination of redemption and refund becomes final 20 days after service upon the petitioner of notice thereof, unless appeal of such order or decision is filed with the Occupancy Tax Review Committee within 20 days after the service of such notice.
- E. No petition for redetermination of redemption and refund or appeal therefrom shall be effective for any purpose unless the lodging tax collector has first complied with the payment provisions hereof.

(Ord. 59 § 10, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.110. Security for collection of tax.

- A. The Tax Administrator, whenever he or she deems it necessary to insure the compliance with this chapter, may require the lodging tax collector subject thereto to deposit with him or her such security in the form of cash, bond or other security as the Tax Administrator may determine. The amount of the security shall be fixed by the Tax Administrator but shall not be greater than twice the lodging tax collector's estimated average quarterly liability for the period for which he or she files returns, determined in such a manner as the Tax Administrator deems proper,

or \$5,000, whichever amount is lesser. The amount of security may be increased or decreased by the Tax Administrator subject to limitations herein provided. The lodging tax collector has a right to appeal to the Occupancy Tax Review Committee any decision of the Tax Administrator made pursuant to this section. The lodging tax collector's right to appeal is pursuant to Section 3.08.170.

- B. At any time within three years after any tax or any amount of tax required to be collected becomes due and payable or at any time within three years after any determination becomes final, the Tax Administrator may bring any action in the courts of this state, or any other state, or of the United States in the name of the City to collect the amount delinquent together with penalties and interest, and reasonable attorney's fees, to be determined by the court, together with court costs.
(Ord. 59 § 11, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.120. Lien.

Any deficiency for occupancy room taxes identified in a final deficiency determination shall become a lien against the real property used for the lodging facility upon which the occupancy tax has been assessed. The Tax Administrator shall cause a lien to be entered in the lien docket of the City.

In addition to other remedies provided in this chapter, any deficiency for occupancy taxes identified in a final deficiency determination shall be deemed a debt owed by the operator to the City. Any person owing money to the City under the provisions of this chapter shall be liable to an action brought in the name of the City of Yachats for the recovery of such amount. In lieu of filing an action for the recovery, the City may submit deficiencies to a collection agency. In the event the City turns over a deficient tax account to a collection agency, the City may add to the amount owing an amount equal to the collection agency fees, not to exceed 25% of the outstanding tax owing. The City shall provide notice as may be required by state law.

(Ord. 59 § 12, 1976; Ord. 307, 2011; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.130. Refunds.

- A. Refunds by the City to the Lodging Tax Collector. Whenever the amount of any tax, penalty or interest has been paid more than once or has been erroneously or illegally collected or received by the Tax Administrator under this chapter, it may be refunded, provided a verified claim in writing therefor, stating the specific reason upon which the claim is founded, is filed with the Tax Administrator within three years from the date of payment. The claim shall be made on forms provided by the Tax Administrator. If the claim is approved by the Tax Administrator, the excess amount collected or paid may be refunded or may be credited on any amount then due and payable from the lodging tax collector from whom it was collected or by whom paid and the balance may be refunded to such lodging tax collector, his or her administrators, executors or assignees.
- B. Refunds by City to Registered Guest. Whenever the tax required by this chapter has been collected by a lodging tax collector, and deposited by lodging tax collector

with the Tax Administrator, and it is later determined that the tax was erroneously or illegally collected or received by the Tax Administrator, it may be refunded by the Tax Administrator to the registered guest, provided a verified claim in writing therefor, stating the specific reason on which the claim is founded, is filed with the Tax Administrator within three years from the date of payment.

- C. Refunds by Lodging Tax Collector to Tenant. Whenever the tax required by this chapter has been collected by the lodging tax collector and it is later determined that the tenant occupies the lodging facility for a period exceeding 30 days without interruption, the lodging tax collector shall refund to such tenant the tax previously collected by the lodging tax collector from that tenant as a registered guest. The lodging tax collector shall account for such collection and refund to the Tax Administrator. If the lodging tax collector has remitted the tax prior to the refund or credit to the tenant, he or she shall be entitled to a corresponding refund under this section.

(Ord. 59 § 13, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.140. Collection fee.

Every lodging tax collector liable for collection and remittance of the tax imposed by this chapter may withhold 5% of the net tax herein collected, to cover the lodging tax collector's expense in collection and remittance of the tax.

(Ord. 59 § 14, 1976; Ord. 60 § 1, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.150. Administration.

- A. Not less than 30% of the occupancy tax received by the City shall be allocated to visitor amenities each year. No more than 50% of that amount shall be allocated to a visitor information center.
- B. Records Required From Lodging Tax Collectors—Form. Every lodging tax collector shall keep guest records of room sales and accounting books and records of the room sales. All records shall be retained by the lodging tax collector for a period of three years and six months after they come into being.
- C. Examination of Records—Investigations. The Tax Administrator, or any person authorized in writing by him or her, may examine during normal business hours the books, papers and accounting records relating to room sales of any lodging tax collector, after notification to the lodging tax collector liable for the tax, and may investigate the business of the lodging tax collector in order to verify the accuracy of any return made, or if no return is made by the lodging tax collector, to ascertain and determine the amount required to be paid.
- D. Confidential Character of Information Obtained—Disclosure shall follow the Public Records Laws of the State of Oregon.

(Ord. 59 § 15, 1976; Ord. 69 § 1, 1978; Ord. 59A, 1983; Ord. 228, 2002; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.160. Occupancy Tax Review Committee—Appeal rules and procedure.

An Occupancy Tax Review Committee is created to be composed of five persons. The City Council may elect not to provide for the Occupancy Tax Review Committee. The Committee shall select from its members a chair who shall serve at its pleasure. Three members of the Committee shall constitute a quorum. The Committee shall keep a record of its transactions. The Committee shall be deemed to be in the office of the Tax Administrator and shall keep its files in his or her office. The members of the Committee shall not, at any time, receive any compensation as such members or acting members for their services on the committee. The Committee shall be appointed by the City Council and shall serve four year terms.

The Committee shall have power and it shall be its duty:

- A. To hear and determine appeals of orders or decisions of the Tax Administrator made upon petitions for redetermination of tax. The Committee may affirm, modify or reverse such orders or decisions or dismiss the appeals therefrom, as may be just, and shall prescribe such forms, rules and regulations relating to appeals as it may deem necessary. In the review of the Tax Administrator decision or order, the Committee may take such evidence and make such investigation as it may deem necessary. It shall give notice of its determinations in the manner prescribed for service of notice of a Tax Administrator's decision and shall file a copy of each such determination with the Tax Administrator with certification thereon of the date of service thereof. Such determination shall become final 20 days thereafter and shall thereupon become due and payable, subject to interest penalties, and enforceable by the Tax Administrator in like manner as an order or decision of the Tax Administrator;
- B. To approve, modify or disapprove all forms, rules and regulations prescribed by the Tax Administrator in the administration and enforcement of this chapter and such forms, rules and regulations adopted or promulgated after November 1, 1976;
- C. To hear and determine in such manner as shall be just, any protest which may be made by any person who may be interested, to any form, rule or regulation approved or prescribed by the Committee;
- D. To grant for good cause, applications for extensions of time in excess of one month, for making any return or payment of tax, and to prescribe rules therefor;
- E. To make such investigations as it deems advisable regarding the imposition and administration of the occupancy tax and report its findings to the Board of Commissioners; to act in an advisory capacity to the legislative body on matters pertaining to the occupancy tax and enforcement problems and to recommend to the Board of Commissioners the adoption, amendment or repeal of legislation pertaining thereto.

(Ord. 59 § 16, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.170. Appeal to Occupancy Tax Review Committee.

Any person aggrieved by any decision of the Tax Administrator may appeal to the Occupancy Tax Review Committee by filing notice of appeal with the Tax Administrator within 20 days of the serving or mailing of the tax notice of a decision given by the Tax Administrator. The Tax Administrator shall fix a time and place for hearing such appeal as prescribed by the Occupancy Tax Review Committee in its rules and regulations and shall give the appellant 20 days' written notice of the time and place of hearing.

(Ord. 59 § 17, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.180. Appeals to City Council.

Any person aggrieved by any decision of the Occupancy Tax Review Committee may appeal to the City Council by filing notice of appeal with the Tax Administrator within 20 days of the serving or the mailing of the notice of the decision given by the Occupancy Tax Review Committee. The Tax Administrator shall transmit the notice of appeal together with the file of the appealed matter to the City Council, who shall fix a time and place for hearing such appeal from the decision of the Occupancy Tax Review Committee. The City Council shall give the appellant not less than 20 days' written notice of the time and place of hearing of the appealed matter. Action by the City Council on appeals shall be decided by a majority of the members of the City Council present at the meeting where such appeal is considered.

(Ord. 59 § 18, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.190. Violations.

It is unlawful for any person so required to fail or refuse to register as required herein, or to furnish any return required to be made, or fail or refuse to furnish a supplemental return or other data required by the Tax Administrator or to render a false or fraudulent return. No person required to make, render, sign or verify any report shall make any false or fraudulent report, with intent to defeat or evade the determination of any amount due required by this chapter.

(Ord. 59 § 20, 1976; Ord. 327, 2014; Ord. 351 § 1, 2018)

§ 3.08.200. Penalties.

Any person who violates any of the provisions of this chapter commits a Class A civil infraction and shall be subject to the procedures and penalties of Chapter 1.12, as now constituted or hereafter amended, revised or repealed.

(Ord. 59 § 1, 1976; Ord. 185 § 1, 1996; Ord. 327, 2014; Ord. 351 § 1, 2018)

CHAPTER 3.12
PREPARED FOOD AND BEVERAGE TAX

§ 3.12.010. Definitions.

The following words and phrases whenever used in this chapter shall be construed as defined in this section unless from the context a different meaning is intended.

"Caterer" means a person who prepares food at a business site, for compensation, for consumption off the business premises but within the corporate limits of the City.

"Combination facility" has the same meaning as defined in Oregon Administrative Rule 333-150-000(8) which the State of Oregon Department of Agriculture licenses or inspects under Oregon Administrative Rule 333-158-000.

"Recorder" means the City Recorder of the City of Yachats, or designee.

"Food" includes all meals and beverages, excluding alcoholic beverages, served in a restaurant including "takeout," "to go" or delivered orders. For purposes of a restaurant that is a grocery store, market, convenience store or deli section of any store, food is all prepared food and beverage which has been altered (other than solely by cooling) by preparing, combining, dividing, heating or serving, so that the food or beverage is available and intended for immediate human consumption, such as hot foods, operator prepared sandwiches and salads, and fountain drinks, whether the food is prepared by the operator onsite or at the specific direction of the operator at an off-site location controlled by the operator.

"Operator" means the person who is proprietor of the restaurant, whether in the capacity of owner, lessee, sublessee, mortgagee in possession, licensee or any other capacity. Where the operator is a corporation, the term operator shall also include each and every member of the board of directors of such corporation for the time involved.

"Restaurant" means any establishment required to be licensed as a restaurant, mobile unit or pushcart by the State of Oregon Health Division and includes any establishment where food or beverage is prepared or available for consumption by the public or any establishment such as a grocery store, market, convenience store or deli section of any store where the public obtains food or beverage prepared on or off premises in form or quantity consumable then and there, whether or not it is consumed within the confines of the premises where served or purchased, and also includes establishments which prepare food or beverage in consumable form for service outside the premises where prepared. The term restaurant also includes establishments where such food or beverage is prepared in a combination facility. The term restaurant does not include a restaurant licensed by the State of Oregon Health Division as a limited service restaurant.
(Ord. 262, 2006; Ord. 293, 2010; Ord. 305, 2011)

§ 3.12.020. Tax imposed.

A. The City imposes and levies, in addition to all other taxes, fees and charges of every kind, a tax upon:

1. Unless specifically exempt under Section 3.12.030 below, all food and

beverages sold by restaurants located within the City to the public, except for whole cakes, pies, and loaves of bread if purchased for consumption off premises, and for alcoholic beverages;

2. All food and beverages, except alcoholic beverages, sold by a caterer for an event located within the City; and
 3. The following items sold by combination facilities:
 - a. Salads from salad bars,
 - b. Dispensed soft drinks and coffee, and
 - c. Sandwiches or hot prepared foods ready for immediate consumption.
 - d. The following items, including toppings or additions, scooped or otherwise placed into a cone, bowl or other container for immediate consumption whether or not they are consumed within the confines of the premises where scooped or placed: any frozen dessert regulated by the Oregon State Department of Agriculture under ORS 621.311 and any ice cream, ice milk, sherbet or frozen yogurt. No tax shall be imposed under this subsection, however, on any item whose volume exceeds one-half gallon.
 - e. Any other food mixed, cooked or processed on the premises in form or quantity for immediate consumption whether or not it is consumed within the confines of the premises where prepared.
 4. The following items sold by combination facilities that are bakeries:
 - a. All those items listed in paragraphs A.3.a through d of this section;
 - b. All bakery products sold for consumption on the premises; and
 - c. All "takeout" or "to go" orders of bakery products prepared on the premises except for whole cakes, pies, and loaves of bread and any order consisting of six or more bakery products.
- B. Such tax shall be imposed at a rate of 5% on the total amount charged by the seller for the food and beverages, or for the meal. In the computation of this tax any fraction of one-half cent or more shall be treated as one cent.
- C. All taxes collected by the City under this chapter shall be used for financing of improvements to the sanitary or storm sewer systems or the water system.
- D. The Council may increase the rate of the tax described in subsection A of this section after a public hearing. Notice of the hearing shall be given by publication in a newspaper of general circulation in the City at least 10 days prior to the date of the public hearing.
- (Ord. 262, 2006; Ord. 293, 2010)

§ 3.12.030. Exemptions.

The tax levied by Section 3.12.020 shall not be collected or assessed on food or beverages:

- A. Sold by public or private schools or colleges, except that food sold by independent contractor operators at such schools or colleges shall be subject to the tax imposed by this chapter.
- B. Provided by hospitals.
- C. Provided by bed and breakfast establishments and motels to their guests, if the package is taxed in its entirety through the occupancy tax code in Chapter 3.08.
- D. Sold in vending machines.
- E. Sold in temporary restaurants including food stands, booths, street concessions and similar type operations, operated by Yachats community based non-profit organizations or service clubs.
- F. Served in connection with overnight or residential facilities—including, but not limited to, convalescent homes, nursing homes, retirement homes—if the food and beverage are provided as part of the cost of sleeping accommodations.
- G. Provided by Yachats community based nonprofit tax-exempt organizations.
- H. Sold for resale to the public.
- I. Sold in bulk to the public for non-immediate consumption off the premises such as ice cream packed in a container that exceeds one-half gallon.
- J. Which are candy, popcorn, nuts, chips, gum or other confections but not including ice cream, frozen yogurt, cakes, pies or other desserts.
- K. Food or beverages in grocery stores, markets and the like which is not defined under Section 3.12.010.D or F as prepared foods or beverages.
(Ord. 262, 2006; Ord. 293, 2010)

§ 3.12.040. Operator's duties.

Each operator shall collect the tax imposed by this chapter, to the same extent and at the same time as the amount for the food or beverage is collected from every purchaser. The amount of tax need not be separately stated from the amount of the food or beverage. Every operator required to collect the tax imposed in this chapter shall be entitled to retain 5% of all taxes collected to defray the costs of collections and remittance.
(Ord. 262, 2006; Ord. 329 § 1, 2014)

§ 3.12.050. Reporting and remitting.

- A. On or after July 1, 2007 (fiscal year 2007-2008) every operator shall make a return to the Recorder on or before the last day of the month following the end of each

calendar quarter (in the months of April, July, October and January). Returns are delinquent on the first day of the month following (in the months of May, August, November and February). The returns shall be on forms provided by the City, specifying the total sales for each month in the quarter on a separate line, with a total for the quarter.

- B. The person required to file the return shall remit the amount of the tax due, to the tax administrator at his or her office, either by personal delivery or by mail before the last day of the month following each quarter of collection.
- C. A return shall not be considered filed until it is actually received by the Recorder. Payments received by the Recorder for application against existing liabilities will be credited toward the period designated by the taxpayer under conditions which are not prejudicial to the interest of the City. A condition which is considered prejudicial is the imminent expiration of the statute of limitations for a period or periods. Non-designated payments shall be applied in the order of the oldest liability first, with the payment credited first toward any accrued penalty, then to interest, then to the underlying tax until the payment is exhausted. Crediting of a payment toward a specific reporting period will be first applied against any accrued penalty, then to interest, then to the underlying tax.
- D. The Recorder, when in the Recorder's discretion determines that it will be in the best interest of the City, may specify that a different order of payment credit should be followed with regard to a particular tax or factual situation. The Recorder may establish shorter reporting periods for any operator if the Recorder deems it necessary in order to insure collection of the tax and the Recorder may require further information in the return relevant to payment of the liability. When a shorter return period is required, penalties and interest shall be computed according to the shorter return period. Returns and payments are due immediately upon cessation of business for any reason.
- E. All taxes collected by operators pursuant to this chapter shall be held in trust for the account of the City until payment is made to the Recorder. A separate trust bank account is not required in order to comply with this provision.

(Ord. 262, 2006; Ord. 335, 2015)

§ 3.12.060. Penalties.

- A. Any operator who fails to remit any portion of any tax imposed by this chapter within the time required, shall pay a penalty of 10% of the amount of the tax and a delinquency fee of \$100, in addition to the amount of the tax.
- B. Any operator who fails to pay any delinquent remittance on or before a period of 30 days following the date on which the remittance first became delinquent shall pay an additional 10% for each 30 day period the tax remains delinquent.
- C. If the Recorder determines that the nonpayment of any remittance due under this chapter is due to fraud, a penalty of 25% of the amount of the tax shall be added thereto in addition to the penalties stated in subsections A and B of this section.

- D. Every penalty imposed under the provisions of this section shall become a part of the tax required to be paid.
- E. Notwithstanding Section 3.12.020(C), all sums collected pursuant to the penalty provisions in subsections A, B and C of this section shall be used for financing of improvements to the sanitary or storm sewer systems or the water system.
(Ord. 262, 2006; Ord. 335, 2015)

§ 3.12.070. Failure to collect and report tax.

If any operator should fail to make, within the time provided in this chapter, any report of the tax required by this chapter, the Recorder shall proceed in such manner as deemed best to obtain facts and information on which to base the estimate of tax due. As soon as the Recorder shall procure such facts and information as is able to be obtained, upon which to base the assessment of any tax imposed by this chapter and payable by any operator, the Recorder shall proceed to determine and assess against such operator the tax, interest and penalties provided for by this chapter. In case such determination is made, the Recorder shall give a notice of the amount so assessed by having it served personally or by depositing it in the United States mail, postage prepaid, addressed to the operator so assessed at the last known place of address. Such operator may make an appeal of such determination as provided in Section 3.12.080. If no appeal is filed, the Recorder's determination is final and the amount thereby is immediately due and payable.
(Ord. 262, 2006)

§ 3.12.080. Appeal.

Any operator aggrieved by any decision of the Recorder with respect to the amount of such tax, interest and penalties, if any, may appeal to the City Council by filing a notice of appeal with the Recorder within 30 days of the serving or mailing of the determination of tax due. The Council shall fix a time and place for hearing such appeal, and the Recorder shall give five days' written notice of the time and place of hearing to such operator at the last known place of address. The Council shall hear and consider any records and evidence presented bearing upon the Recorder's determination of amount due, and make findings affirming, reversing or modifying the determination. The findings of the Council shall be final and conclusive, and shall be served upon the appellant in the manner prescribed above for service of notice of hearing. Any amount found to be due shall be immediately due and payable upon the service of notice.
(Ord. 262, 2006)

§ 3.12.090. Records.

It shall be the duty of every operator liable for the collection and payment to the City of any tax imposed by this chapter to keep and preserve, for a period of three years, all such records as may be necessary to determine the amount of such tax. The Recorder shall have the right to inspect all records at all reasonable times.
(Ord. 262, 2006)

§ 3.12.100. Refunds.

- A. Whenever the amount of any tax, interest or penalty has been overpaid or paid more than once, or has been erroneously or illegally collected or received by the City under this chapter, it may be refunded as provided in subsection B of this section, provided a claim in writing, stating under penalty of perjury the specific grounds upon which the claim is founded, is filed with the Recorder within one year of the date of payment. The claim shall be on forms furnished by the Recorder.
- B. The Recorder shall have 20 calendar days from the date of receipt of a claim to review the claim and make a determination in writing as to the validity of the claim. The Recorder shall notify the claimant in writing of the Recorder's determination. Such notice shall be mailed to the address provided by claimant on the claim form. In the event a claim is determined by the Recorder to be a valid claim, an operator may claim a refund, or take as credit against taxes collected and remitted, the amount overpaid, paid more than once or erroneously or illegally collected or received in a manner prescribed by the Recorder. The operator shall notify recorder of claimant's choice no later than 15 days following the date recorder mailed the determination. In the event claimant has not notified the Recorder of claimant's choice within the 15-day period and the operator is still in business, a credit will be granted against the tax liability for the next reporting period, if the operator is no longer in business, a refund check will be mailed to claimant at the address provided in the claim form.
- C. No refund shall be paid under the provisions of this section unless the claimant established the right by written records showing entitlement to such refund and the Recorder acknowledged the validity of the claim.

(Ord. 262, 2006)

§ 3.12.110. Lien and actions to collect.

Any tax required to be paid by any operator under the provisions of this chapter shall be deemed a debt owed by the operator to the City. Any such tax collected by an operator which has not been paid to the City shall be deemed a debt owed by the operator to the City. Any person owing money to the City under the provisions of this chapter shall be liable to an action brought in the name of the City of Yachats for the recovery of such amount.

If no appeal is filed within 30 days of serving or mailing a tax deficiency notice, the deficiency for taxes identified shall become a lien against the real property used as a restaurant by the operator. The Recorder shall cause a lien to be entered in the lien docket of the City.

In addition to other remedies provided in this chapter, the City may submit deficiencies to a collection agency. In the event the City turns over a deficient tax account to a collection agency, the City may add to the amount owing an amount equal to the collection agency fees, not to exceed 25% of the outstanding tax owing. The City shall provide notice as may be required by state law.

(Ord. 262, 2006; Ord. 306, 2011)

§ 3.12.120. Violations—Infractions.

Any operator or other person who fails or refuses to comply as required herein, or to furnish any return required to be made, or fails or refuses to furnish a supplemental return or other data required by the Recorder, or who renders a false or fraudulent return or claim, or who fails, refuses or neglects to remit the tax to the City by the due date, is guilty of a Class A infraction under Section 1.12.070 of the Yachats Municipal Code.
(Ord. 262, 2006)

§ 3.12.130. Confidentiality.

Except as otherwise required by law, it shall be unlawful for the City, any officer, employee or agent to divulge, release or make known in any manner any financial information submitted or disclosed to the City under the terms of this chapter. Nothing in this section shall prohibit:

- A. The disclosure of the names and addresses of any person(s) who are operating a restaurant; or
- B. The disclosure of general statistics in a form which would prevent the identification of financial information regarding an individual operator; or
- C. Presentation of evidence to the court, or other tribunal having jurisdiction in the prosecution of a claim by the Recorder or an appeal from the Recorder for amount due the City under this chapter.

(Ord. 262, 2006)

§ 3.12.140. Examining books, records, or persons.

The City, for the purpose of determining the correctness of any tax return, or for the purpose of an estimate of taxes due, may examine or may cause to be examined by an agent or representative designated by it for that purpose, any books, papers, records, or memoranda, including copies of operator's State and Federal income tax return, bearing upon the matter of the operator's tax return.

(Ord. 262, 2006)

§ 3.12.150. Effective date—Tax collection.

This chapter shall take effect on the 30th day after adoption, as provided in the 2005 Yachats Charter. Collection of taxes shall not commence, however, until July 1, 2007, the first day of the 2007-2008 fiscal year, payable as set forth in Section 3.12.050 of this chapter.

(Ord. 262, 2006)

Priority Project Description

Contents

1. Project Description
2. Detailed Construction Management Plan.
3. Solicitation Elements
4. Code Requirements
5. Drawing List.

Project Description

Civic Campus is located at the center of cultural, social, economic, and government activities in the City of Yachats. The entire City and surrounding unincorporated areas rely on the Civic Campus and downtown nearby for resources and programs. A priority project for the Civic Campus connects the Commons, City Hall, and Pavilion with renewable power, battery storage, and load management equipment to improve resilience and provide refuge during a hazard event.

This project will install the Electrical Infrastructure to connect the Pavilion, Commons Building, and City Hall to 100% renewable power for the southeast edge of the Civic Campus. The intent is to meet the Yachats Civic Campus Resilience Plan objectives by providing renewable power to City facilities on the Civic campus that is a command center, refuge, and source of power that enables communication and access to services that are vital during a hazard event.

An important feature of the energy management system included in the proposed electrical infrastructure is a preset that would reduce connected load to 30% of the typical day to day usage. This would be used for the extended outage during the winter scenario. Shorter wintertime outages and any summertime outage would have a separate preset to be used when power is lost. While extended outage periods of a day or more are extremely rare, the energy management system and the energy efficiency included in the priority project will:

Community Renewable Energy Community Planning Grant.

1. Allow the City the opportunity to move to a reduced load operation if they find themselves in an extended outage period during the winter.
2. Able to power through most outages that the City has seen in recent years with the proposed battery without relying on the diesel generator.
3. Allow prioritization and balancing of loads to make better use of generator, solar power, and battery capacity when prioritizing loads during a hazard event.

The Yachats Civic Campus Resilience Plan priority project is the first step in creating the greatest potential for community resilience. This initial investment includes Inverters, Solar Panels, Batteries, and complementary improvements to the building to strengthen the purpose of this assemblage of buildings at the core of the community's resilience plan. The projects included in this construction management plan are described in the Yachats Civic Campus Resilience Plan.

Detailed Construction Management Plan

The anticipated budgeting and delivery of the base project and subsequent phases are managed through this detailed construction management plan. The elements of this Construction Management Plan includes considering how the scope of the project can be adjusted during the bidding process, how contracting is organized, and how to adjust the schedule to manage the cost risks for this project during construction that delivers 100% renewable power for the southeast edge of the Civic Campus.

Scope

The ultimate goal of 100% renewable power will require several projects to be anticipated over time. The bid environment, to receive accurate pricing, is a critical success factor in determining how much power generation can be obtained. The priority is to install the electrical infrastructure that will support adding solar panels as

Contracting

A local A&E team would be selected to produce a construction document set that encompass needed improvements and scope to construct the electrical infrastructure.

This package of information serves as the document that the project elements will be bid. Those bid elements include:

Community Renewable Energy Community Planning Grant.

1. Solicitation for a Design Build Electrical Contractor to install electrical Infrastructure on the project.
 - a. Electrical Infrastructure Project, single point responsibility, Core scope of work.
2. Solicitation for a Local Contractor (s)=to make needed building and site work improvements.
 - a. Energy Efficiency Improvements to Buildings
 - i. Mechanical and Electrical Improvements.
 - b. General Building and Site Work in preparation for Electrical Infrastructure Improvements.
 - c. Site work trenching, chimney demolitions, and construction supporting fire ratings for Battery location.

The City will be the project manager and coordinate efforts during the construction. The work of the Local Contractor on needed building and Site work will be accomplished prior to Design Build Electrical Contractor installing electrical equipment. The grant application encompasses the costs to design and document the project that allows: The selection and engagement of the contractor for the bulk of the project scope in the Electrical Infrastructure. The selection of local contractors to commence and complete sitework, demolitions, mechanical upgrades, carpentry, insulation, fireproofing, and waterproofing prior to and during the installation of the Electrical Infrastructure.

Project Start Up

Once a project performance agreement is signed between City of Yachats and Oregon Department of Energy, the City will select an A&E team to produce needed construction documents, refine the project budget and solicit bids for contractors. During the construction process, the A&E team will oversee the project on behalf of the project for the City of Yachats. Additional sealed drawings will be done by the selected contractors as shop drawing.

The client's project management will be run by Public Works with the A&E team assisting with design during construction. A third party entity will be hired to perform commissioning.

Community Renewable Energy Community Planning Grant.

*City contribution not to exceed a 10 year payback of City investment returned in energy savings.

Warranties

Labor Warranties

Equipment Warranties

Commissioning

Ensuring that facilities and systems conform to the Owner's Project Requirements (OPR). The goal is to verify that a building or facility functions as intended, meets performance criteria, and operates efficiently. It includes planning, design, construction, installation, testing, documentation, and operation. Commissioning ensures that systems (such as HVAC, electrical, and plumbing) are properly installed, calibrated, and tested. It covers the entire lifecycle of a building, from design through occupancy. Commissioning helps optimize energy use and reduce operational costs.

Maintenance

Funding maintenance costs includes:

Panel Cleaning

Battery Maintenance

Training- (policy and procedures in partnership with Emergency Preparedness Committee)

Budget

In this construction plan, the City's direction to date is to remain within a yearly \$1,000,000 budget over the next few years. To accomplish this, the project scope of work is divided into a base project with add alternates. These add alternates are each a logical step in adding energy efficiency or more solar panels to the base project to achieve 100% renewable power for the southeast edge of the Civic Campus. If the bidding environment is favorable, it is likely that additional alternates can be included in the project during the priority project construction. If not, they can be included in subsequent funding annual funding cycles according to the Yachats Civic Campus Resilience Plan.

Base Project

i. 1 A +B includes Civic Commons Solar Roof Panels and Electrical Infrastructure.

ii. Option F- 2 hour fire rated enclosure for batteries in the Multipurpose Storage Room.

Community Renewable Energy Community Planning Grant.

Deductive Alternative

- i. Energy Efficiency Upgrades in Commons, City Hall, and Pavilion.
- ii. 1C, City Hall Central West Facing Solar Roof Panels.
- iii. 1D, City Hall North and South Side Facing Solar Roof Panels.
- iv. 4B, Solar Panel Parking.Canopy.

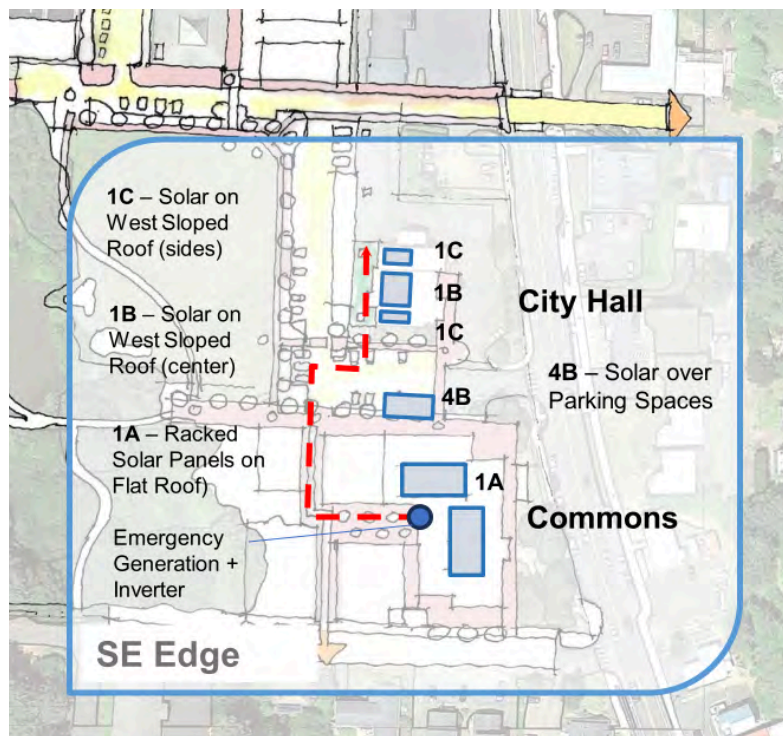


Figure 2. Adding solar arrays to Commons, City Hall, and Pavilion with battery system is anticipated to deliver 100 % of power demand with renewable energy to connected buildings on the Southeast edge.

Soft Costs

Soft Costs for design fees, permits, testing, commissioning are proposed at 20% of anticipated contractor direct costs.

Allowances

Allowances in the construction management plan are held for the following categories.

- Bonds,
- Financing Costs

Contingencies

A 20% design contingency is incorporated into the project and will be reduced when more detailed design can be accomplished greater certainty on contractor pricing is determined.

Escalation.

The budget was established in November 2023 and a 10% escalation in price by Spring of 2025 is assumed.

Solicitation Elements

Bid Packages and Scope of Work

The City of Yachats is soliciting multiple quotations for work funded by a grant under the Oregon Department of Energy Community Renewable Energy Program.

Separate Bid Packages are being sought in the following disciplines:

A. Design Build Electrical Infrastructure Contractor.

1. The City will be retaining a Design Build Electrical Infrastructure Contractor to install Photovoltaic system and associated inverters and battery storage system in accordance with attached drawings. The project includes the following.
 - a. Electrical Infrastructure to support addition of solar panel and battery backup system.
 - i. 1A Commons Building Electrical Infrastructure
 - ii. 1B. City Hall Building Electrical Infrastructure
 - b. PV panels installation at Commons Building and City Hall
 - i. Racking system and panels capable of withstanding 140 mph winds.
 - ii. Structural upgrades and Waterproofing Repairs
 - c. Inverters, batteries, and standby distribution equipment in the Commons Building and City Hall.
 - d. Other Electrical Infrastructure Improvements:
 - i. Refeed of the Pavilion from the Commons Building standby system.
 - ii. Establishment of a new standby distribution system in the Commons Building which includes feeders to the City Hall Building and the Pavilion.
 - iii. Coordinate repairs to the existing generator and integration into the new standby distribution system.
 - iv. Replacement of the existing main distribution system in the Commons Building.
 - v. Redistribution of load in the City Hall building between the two existing building panelboards.

Community Renewable Energy Community Planning Grant.

2. The City will be retaining an Electrical Contractor under a separate retainer agreement to perform miscellaneous electrical revisions in the Commons Building and City Hall Building as identified on the attached drawings. These revisions include the following:
 - a. Lighting Upgrades
 - i. Commons: Update LED retrofit with dimming and install automatic controls
 - ii. City Hall: Undertake LED retrofit and install automatic controls
 - b. HVAC System Upgrades
 - i. Commons: Extend a newer heat pump system to serve the entire building.
 - ii. City Hall: Re-commission thermostatic and ventilation controls
 - c. Energy management system improvements.
 - i. Branch circuit revisions in City Hall Building and Commons building required for separation of normal and standby distribution system.
3. The City will retain a Sitework Contractor to Underground conduit and surface repairs in accordance with attached drawings.
4. The City will retain a Diesel Generator Repair Service Provider to repair the existing emergency generator.
5. Retaining General Contractor to provide insulation, carpentry, finishes, and demolition in accordance with drawings.
 - a. Removal of the wall between the small storage room and the multipurpose storage room to increase storage capacity.
 - b. Provide improvements to provide door and wall fire ratings on drawings.
 - c. Antenna Removal and Chimney removal
 - d. Fill openings in first floor and attic vacated by Chimney
 - e. Install roof hatch and access ladder to OSHA standards where Chimney is vacated from the attic to the roof.
6. Domestic Hot Water (DHW) Upgrades: Install heat pump water heater for the Commons kitchen.

Requirements

Comply with all building code and life safety code requirements as specified by the City of Yachats.

Roof Structural Sufficiency

2022 Oregon Structural Specialty Code defines the structural requirements associated with rooftop structures. Solar panels are not specifically called out within the code, but the code does define structural requirements for rooftop assemblies in general. The Commons and City Hall will both be considered a Risk Category II structures since it seems unlikely that either structure would support a public gathering of 300 or more.

Community Renewable Energy Community Planning Grant.

The Commons building main structure and gymnasium roofs are functionally flat roofs (very slight pitch) constructed of 2x6 roof joists, 24" on-center, with spans of between 9' to 11' and supported on 2x4 support walls. Roof sheathing is 2x8 planks topped by a layer of rolled asphalt roofing, then a TPO covering. The City Hall building is a 7:12 pitch constructed of 2x8 rafters, 24" on-center, with spans of up to 16' supported on support 2x4 walls. Roof sheathing is 5/8" or 3/4" plywood topped by a standing seam metal roof.

Live Loads

The OSSC (Oregon Structural Specialty Code, 2024) specifies that roof structures that support photovoltaic panel systems shall be designed to resist each of the following conditions:

1. Applicable uniform and concentrated roof loads with the photovoltaic panel system dead loads. Exception: Roof live loads need not be applied to the area covered by photovoltaic panels where the clear space between the panels and the roof surface is 24 inches (610 mm) or less.
2. Applicable uniform and concentrated roof loads without the photovoltaic panel system present.

Since the proposed solar system will be less than 24" from the roof surface, calculation of live loads due to the addition of the solar panel assembly is not necessary. Assuming the existing roof structures sufficiently meet all live and dead load code requirements, only the impacts of the additional dead-load associated with the solar panel assembly need to be considered.

Live loads that must be considered for this region include:

- Wind: 120 mph (Oregon Structural Specialty Code, 2024)
- Snow: 5.68 lbs./sf (20 yr. MRI value) (ASCE, 2024)
- Rain: both roof structures are shed roofs without scuppers therefore this is N/A.

Dead Loads

It is necessary to make some assumptions regarding the solar panels since the specific model of panel has not yet been identified. Total solar panel surface area based upon drawings A2.4 and A3.2 as provided by GUD are as follows:

- Main Commons: 830 SF
- Commons Gym: 1,638 SF
- City Hall: 367 SF (x2 ends) + 964 SF (center)

Based upon guidance from the City of Huntington Beach, *Structural Criteria for Residential Rooftop Solar Energy Installations* (Huntington Beach, CA, 2024), the deadload of the solar arrays and structure are assumed to be 4 pounds per square foot. Therefore, the total deadload for each assembly is as follows:

- Main Commons: 830 SF x 4 lbs./sf = 3,320 lbs.
- Commons Gym: 1,638 SF x 4 lbs./sf = 6,552 lbs.

- City Hall ends (x2): $367 \text{ SF} \times 4 \text{ lbs./sf} = \underline{1,468 \text{ lbs.}}$

$$\text{Center: } 964 \text{ sf} \times 4 \text{ lbs./sf} = \underline{3,856 \text{ lbs.}}$$

For roofs framed with rafters and covered with asphalt shingles, a value of 10 lbs./sf uniform dead load pressure for roof materials is often used for design. Asphalt shingles weigh more per square foot than a TPO or standing seam metal roof therefore this should be a conservative number for analysis. The total assumed deadload of the existing roof structure and the proposed solar assembly is approximately 14 lbs./sf.

Table 2308.7.2(1) of the OSSC specifies maximum spans for timber framed roofs. For a 20 lbs./sf dead load with a 20 lb/sf live load, the maximum member length for a 2x6 and 2x8 is 13'-1" and 16'-7" respectively. **The wood rafters for both structures are within these limits, therefore the existing structure has the strength to install the proposed solar assembly. (Oregon Structural Specialty Code, 2024)**

It is also necessary to evaluate concentrated dead loads, since the solar assembly will be installed using individual supports mounted directly to the wood rafter member. Although some of this load is distributed to the overall roof structure through the connections between the roof sheathing and structural members, it is wise to determine the theoretical concentrated load on each member. Uniform design dead load, or pounds per linear foot (PLF) for the rafter is the uniform dead load times rafter spacing, plus the weight of each rafter. For an assumed 10 lb/sf uniform dead load and 24-inch rafter spacing, the design dead load (without considering solar panels) is $10 \text{ lb/sf} \times (24"/12") + 2 \text{ lb/lf}$ (rafter unit weight) = 22 lb/lf. (John F. Mann, 2024)

The panels are assumed to be installed on a rail supported upon individual anchors mounted to the existing roof structure. Spacing guidelines per Table 1, *Maximum Horizontal Anchor Spacing* (Huntington Beach, CA, 2024) is 6' for roofs flat to 6:12 pitch, and 2' for roofs 7:12 to 12:12 pitch. Total support loads are as follows:

- Main Commons: dim. 55' x 23' = 40 supports (3,320 lbs/40 supports = 83 lb/support)
- Commons Gym: dim. 74' x 34' = 78 supports (6,552 lbs/78 supports = 84 lb/support)
- City Hall ends (x2): dim. 35' x 11' = 108 supports (1,468 lbs/108 supports = 14 lb/support)
- City Hall center: dim. 37' x 26' = 247 supports (3,856 lbs/247 supports = 16 lb/support)

For City Hall, the longest span is 16 feet with supports every 2 feet and 16 lbs/support. Therefore, the total maximum dead weight per rafter is: $(22 \text{ lbs/ft} \times 16 \text{ ft}) + (16\text{ft}/2\text{ft} \times 16 \text{ lb}) = 480 \text{ lbs}$. Assuming these loads are applied over the length of the span and through 1/2 of the sheathing on either side the total square area would be $16' \times (1' + 1') = 32'$. Therefore, the concentrated deadload is $480 \text{ lbs.}/32\text{sf} = 15 \text{ lbs./sf}$

Community Renewable Energy Community Planning Grant.

For the Commons Building, the longest span is 11 feet with supports every 6 feet at 84 lb dead-load per support. Therefore, the total maximum dead weight per rafter is: $(22 \text{ lbs/ft} \times 11 \text{ ft}) + (11\text{ft}/6\text{ft} \times 84 \text{ lb}) = 396 \text{ lbs}$. Assuming these loads are applied over the length of the span and through 1/2 of the sheathing on either side the total square area would be $12' \times (1' + 1') = 24'$. Therefore, the concentrated deadload is $396 \text{ lbs.}/24\text{sf} = 16.5 \text{ lbs./sf}$

These values are well within the structural strengths for these spans of 2x6 and 2x8 western hemlock respectively, as identified within Table 2308.7.2(1) of the OSSC. (Oregon Structural Specialty Code, 2024)

Design of structural modifications to the roof structure (cross bracing, etc.) and placement of uplift supports (hurricane anchors, etc.) will be necessary once the manufacturer of the solar panel array is known. Additional cross bracing, uplift support, and other modifications are likely. However, access to the roof structure is good and these improvements should be straightforward.

BATTERY STORAGE CODE ANALYSIS - REFERENCE 2022 OSSC ARTICLE 430

Section Reference	Requirement	Applicability to Commons	Comments
430.2	Minimum quantity for Code to Apply	Code Applies to 20 kWh or more of Lithium Ion Batteries	We are storing 80 kWh in Commons Less than 20 kWh at City Hall
430.6.1	Separation from Other Building Areas per 509.1	Separate Battery Room Required 2 Hour Separation Required	ESS can be in same room as Supported Equipment
430.6.2	Seismic and Structural Design	Comply with Chapter 16 Seismic design and Building Floor Loading	
430.7	Maximum Storage LimitsMaximum Listed in Table 430.7	600 kWh Maximum	We are Storing 80 kWh in Commons
430.7.1	Storage Units of 50 kWh or less	3' Separation Required Except for Pre Engineered Systems	Eaton Xstorage is a Preengineered Battery Storage System
430.7.4	Fire Detection	Smoke Detection Required	Connect to Existing Building Fire Alarm System

430.7.5	Fire Suppression System	Clean Agent Fire Extinguishing System is an acceptable option	Eaton Xstorage comes with fire Suppression System
430.7.7	Separation from Exterior Egress Path	10 foot Separation Required Building Official can waive requirement	City Hall location has separation from the egress path.
430.8	Technology Specific Requirements	Explosion Control and Thermal Runaway Provisions are Required	Eaton Xstorage is tested Under These Conditions
430.8	Technology Specific Requirements	Exhaust Ventilation, Safety Caps, and Spill Control are not Required	Lithium Ion systems do not require these provisions
430.8.3	Explosion Control Provisions	Exceptions Listed where explosion control can be waived	Eaton Xstorage is tested to meet conditions listed in exceptions.
430.8.5	Thermal Runaway Provisions	Listed device required to minimize impact of thermal runaway	Eaton Xstorage comes with fire Suppression System
430.9.4	Fire Resistance rated Separations	2 Hour separation of battery rooms is described	

Drawings

AO.1 COVER SHEET

A1.1 SITE PLAN

A2.1 COMMONS FIRST FLOOR/BASEMENT (OPTIONS A-F)

A2.4 COMMONS ROOF

A3.2 CITY HALL ROOF

E1.1 SITE PLAN

E2.1 COMMONS FIRST FLOOR/BASEMENT (OPTIONS A-D)

E2.2 COMMONS ROOF

E3.1 CITY HALL FIRST FLOOR/MEZZANINE

E3.2 CITY HALL ROOF

E4.1 WIRING DIAGRAM

E4.2 WIRING DIAGRAM

P1.1 PLUMBING DIAGRAM

Cut Sheets

1. xStorage Compact electrical energy storage system 20 kW - 200 kW
2. Fortress-Power-DuraRack-Data-Sheet
3. Sol Ark 30K-3P-208V-N_SpecSheet

GENERAL NOTES

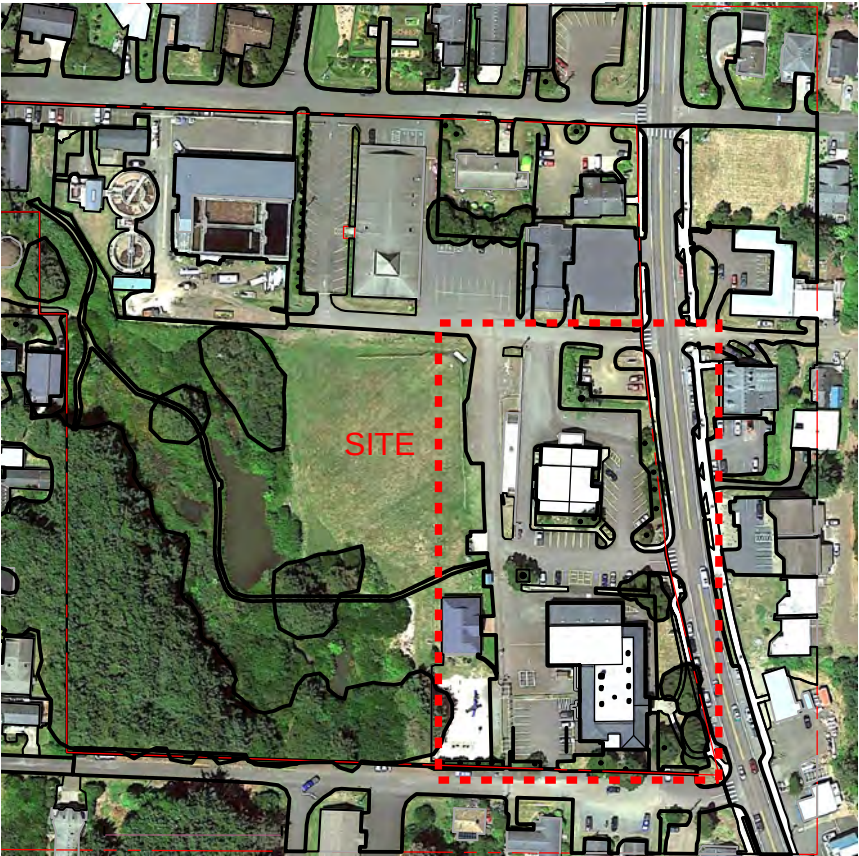
1. VERIFY ALL DIMENSIONS AND CONDITIONS ON JOB
2. ALL DIMENSIONS TO FACE OF FINISH EXCEPT AS INDICATED
3. LL WORK SHALL BE IN ACCORDANCE WITH THE OREGON STATE ALL APPLICABLE STATE AND LOCAL CODES, REGULATIONS, AND REQUIREMENTS
4. DETAILS OF WOOD FRAMING SUCH A NAILING, BLOCKING BRIDGING, FIRESTOPPING, ETC SHALL CONFORM TO THE OR4EGON STATE CODE AND THE NFPA MANUAL.
5. HEADERS AND BEAMS OVER OPENINGS SIX FEET WIDE AND WIDER SUPPORTING LOADS TO HAVE MINIMUM 4" BEARING EACH SUPPORT.
6. 2-2X10'S OVER ALL NEW OPENINGS UNLESS OTHERWISE NOTED
7. PROVIDE A SURVEY OF ROOM, ROOF, AND SITE CONDITIONS WITH ADEQUATE DETAIL TO ASSESS STRUCTURAL AND CIVIL DESIGN RELATED CODE REQUIREMENTS PRIOR TO CONSTRUCTION.
8. ALL REPAIRS TO MATCH EXISTING FINISHES TO GREATEST EXTENT PRACTICAL.
9. SEE A SERIES DIAGRAMS FOR ARCHITECTURAL DIRECTION.
10. SEE E SERIES DIAGRAMS FOR ELECTRICAL DIRECTION.

11. SEE P SERIES DIAGRAMS FOR PLUMBING DIRECTION.
12. ALL COMPONENTS ARE UL LISTED & NEC CERTIFIED, WHERE WARRANTED.
13. A DISCONNECTING MEANS SHALL BE INSTALLED AT A READILY ACCESSIBLE LOCATION EITHER OUTSIDE OF THE BUILDING OR STRUCTURE OR INSIDE NEAREST POINT OF ENTRANCE OF THE SYSTEM CONDUCTORS.
14. HEIGHT OF THE INTEGRATED AC/DC DISCONNECT SHALL NOT EXCEED 6'-7" PER NEC CODE 240.24.
15. A GROUNDING ELECTRODE SYSTEM IN ACCORDANCE WITH NEC 690.47 AND 250.50 THROUGH 60 AND 250-166 SHALL BE PROVIDED, PER NEC.
16. PHOTOVOLTAIC INSTALLATION WILL NOT OBSTRUCT AND PLUMBING, MECANICAL, OR BUILDING ROOF VENTS.
17. GROUNDING/BONDING BURSHINGS SHALL BE INSTALLED WHERE APPLICABLE PER NEC 250.92
18. CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL CONDITIONS, DIMENSIONS, & DETAILS IN THIS DOCUMENT, ALL DIMENSIONS SHALL BE VERIFIED BY SUBCONTRACTOR BEFORE INSTALLATION.

DRAWING LIST

- AO.1 COVER
- A1.1 SITE PLAN
- A2.1 COMMONS FIRST FLOOR/BASEMENT (OPTIONS A-F)
- A2.4 COMMONS ROOF
- A3.2 CITY HALL ROOF
- E.1.1 SITE PLAN
- E.2.1 COMMONS FIRST FLOOR/BASEMENT (OPTIONS A-F)
- E2.2 COMMONS ROOF
- E3.1 CITY HALL FIRST FLOOR/MEZZANINE
- E3.2 CITY HALL ROOF
- E4.1 WIRING DIAGRAM
- E4.2 WIRING DIAGRAM
- P1.1 PLUMBING DIAGRAM

PROPERTY LOCATION:
CITY OF YACHATS CIVIC CAMPUS
YACHATS OREGON, LINCOLN CO,
OREGON



HIGHWAY 101

6TH STREET

4TH STREET

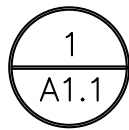
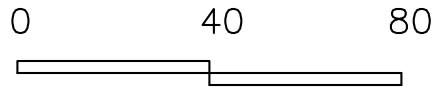
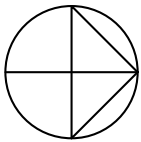
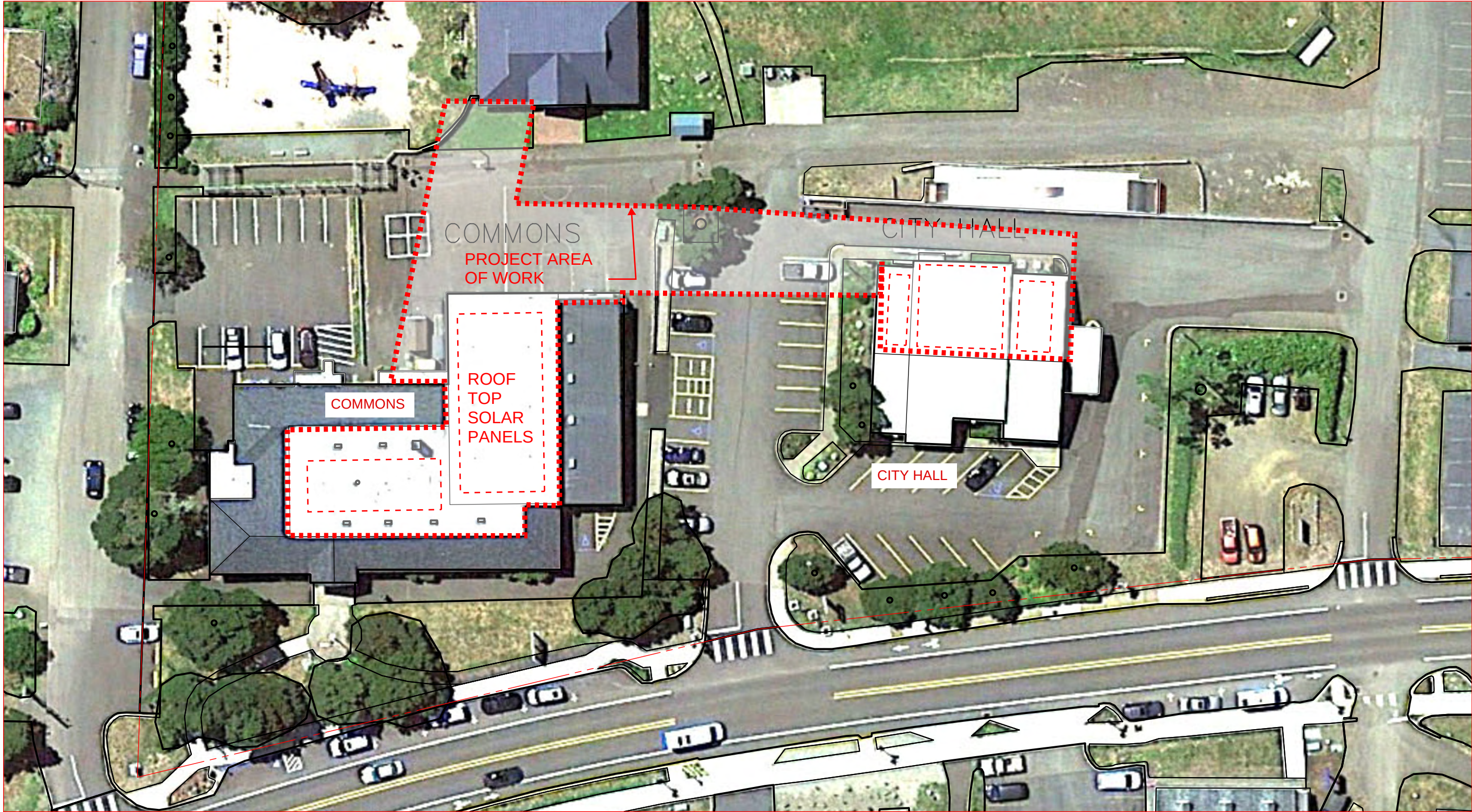
COVER
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PRILIMINARY
02/14/2024

Civic Campus Renewable Energy and Resilience Plan
PRIORITY PROJECT CONCEPT PLAN

PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565



SITE PLAN

SCALE: 1' = 40'

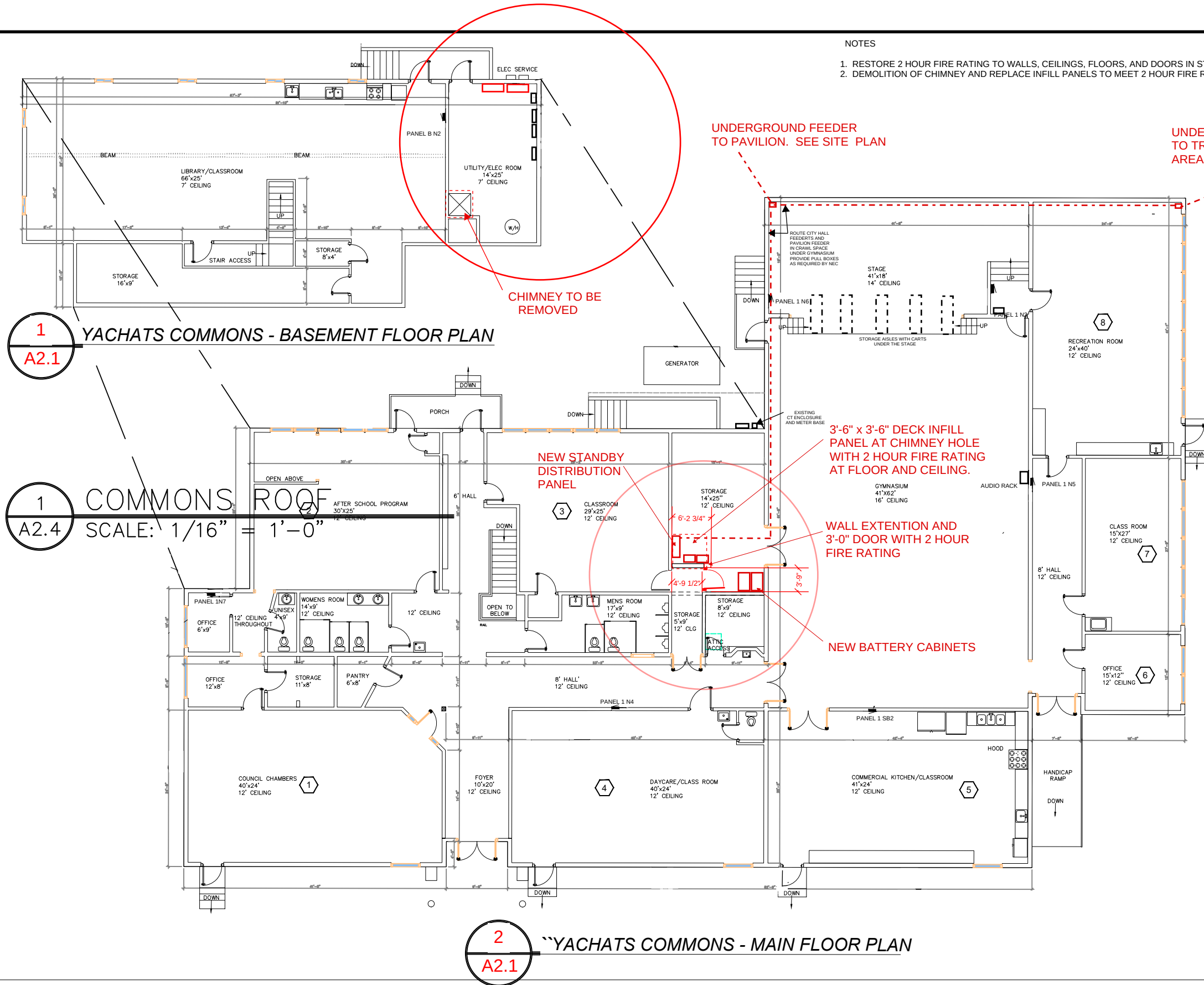
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SITE PLAN

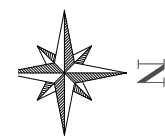
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1.1

PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565



Option A. Electrical Service



PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565

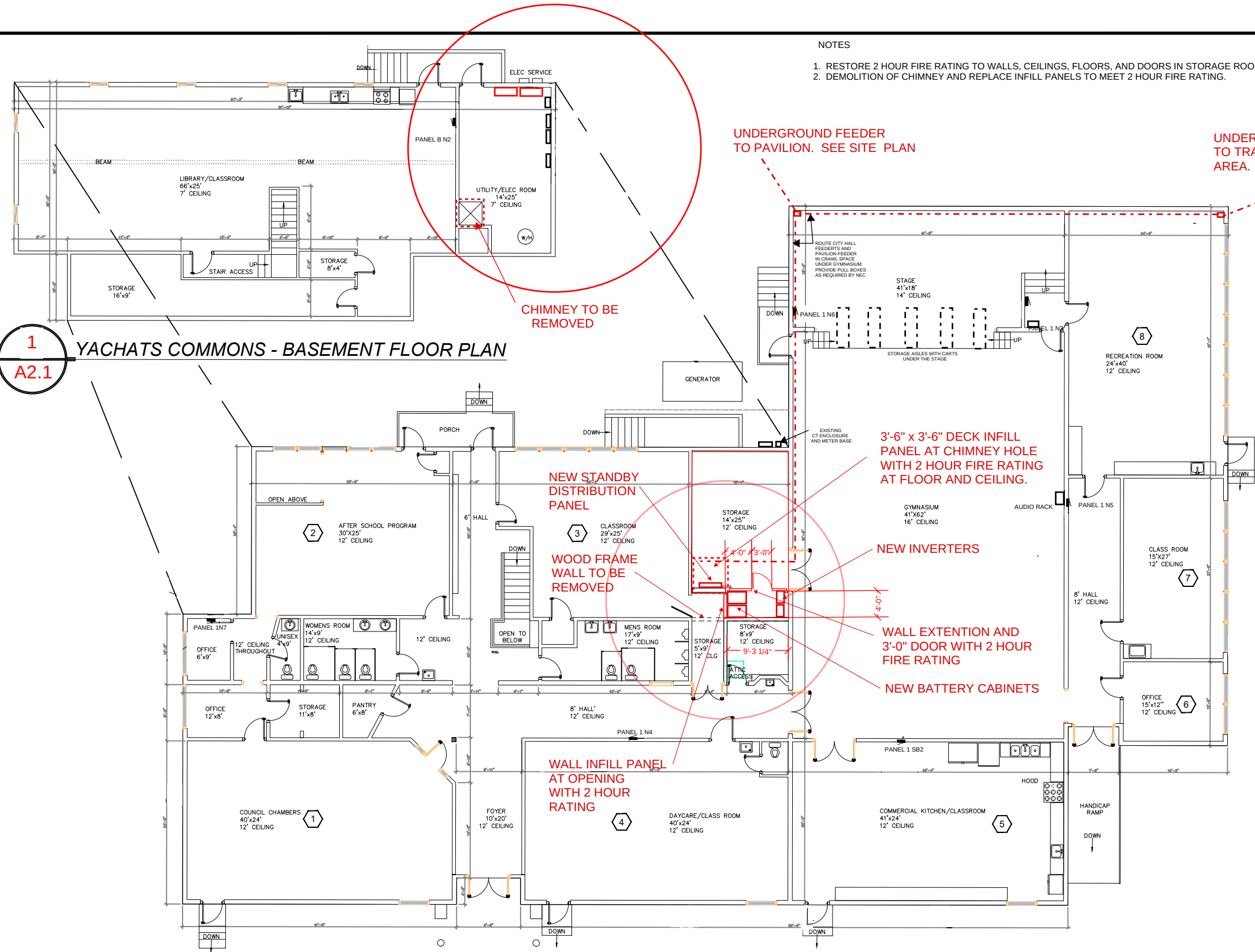
COMMONS BASEMENT
AND FIRST FLOOR PLAN

A
2.1

PRILIMINARY
02/14/2024

1
A2.1

YACHATS COMMONS - BASEMENT FLOOR PLAN



NOTES

1. RESTORE 2 HOUR FIRE RATING TO WALLS, CEILINGS, FLOORS, AND DOORS IN STORAGE ROOM.
2. DEMOLITION OF CHIMNEY AND REPLACE INFILL PANELS TO MEET 2 HOUR FIRE RATING.

UNDERGROUND FEEDER TO PAVILION. SEE SITE PLAN

UNDERGROUND FEEDER TO TRANSFORMER PLANTING AREA. SEE SITE PLAN

2
A2.1

YACHATS COMMONS - MAIN FLOOR PLAN

Option B. Electrical Service



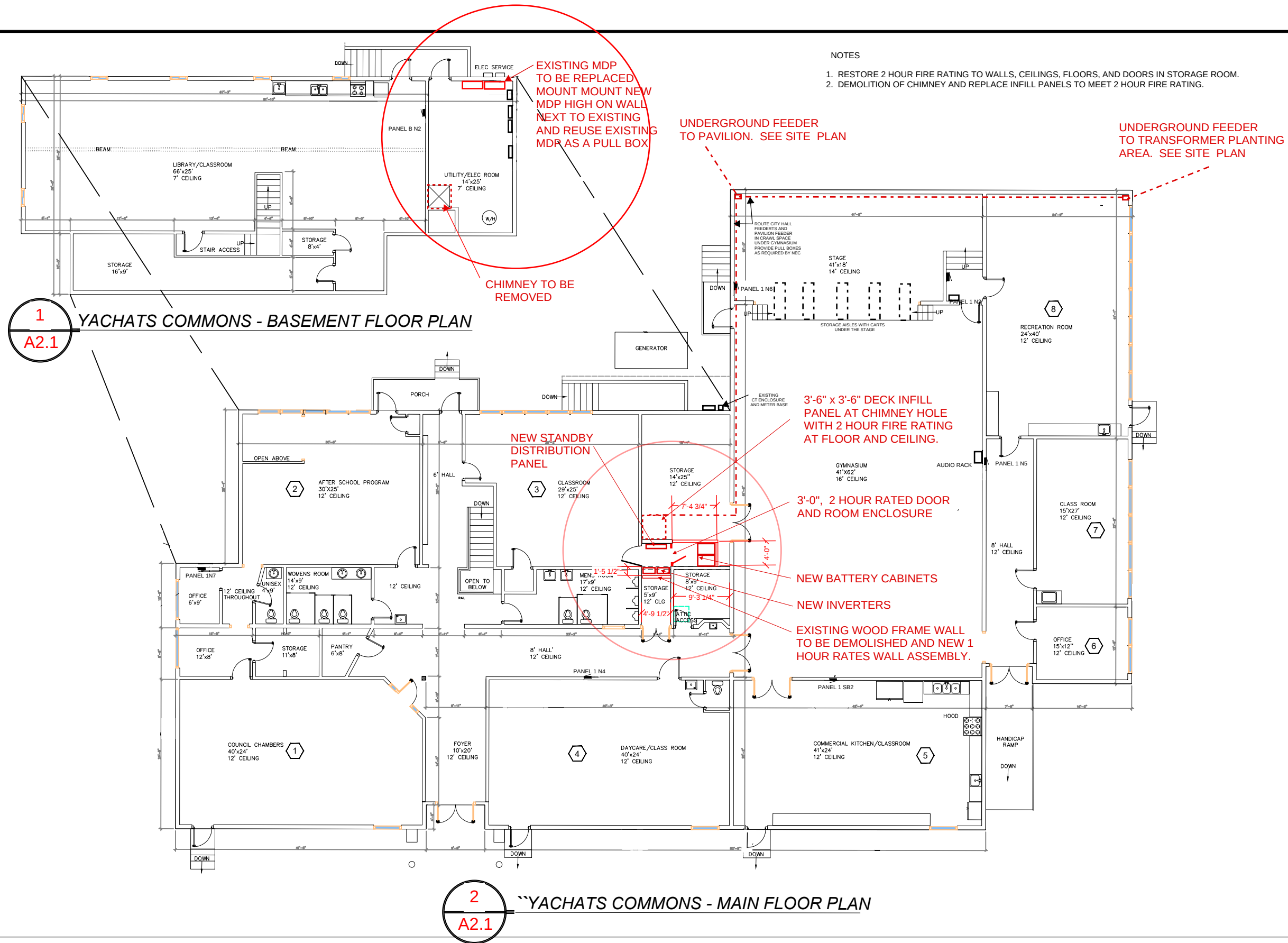
PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565

COMMONS BASEMENT
AND FIRST FLOOR PLAN

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PRILIMINARY
02/14/2024



Option C. Electrical Service



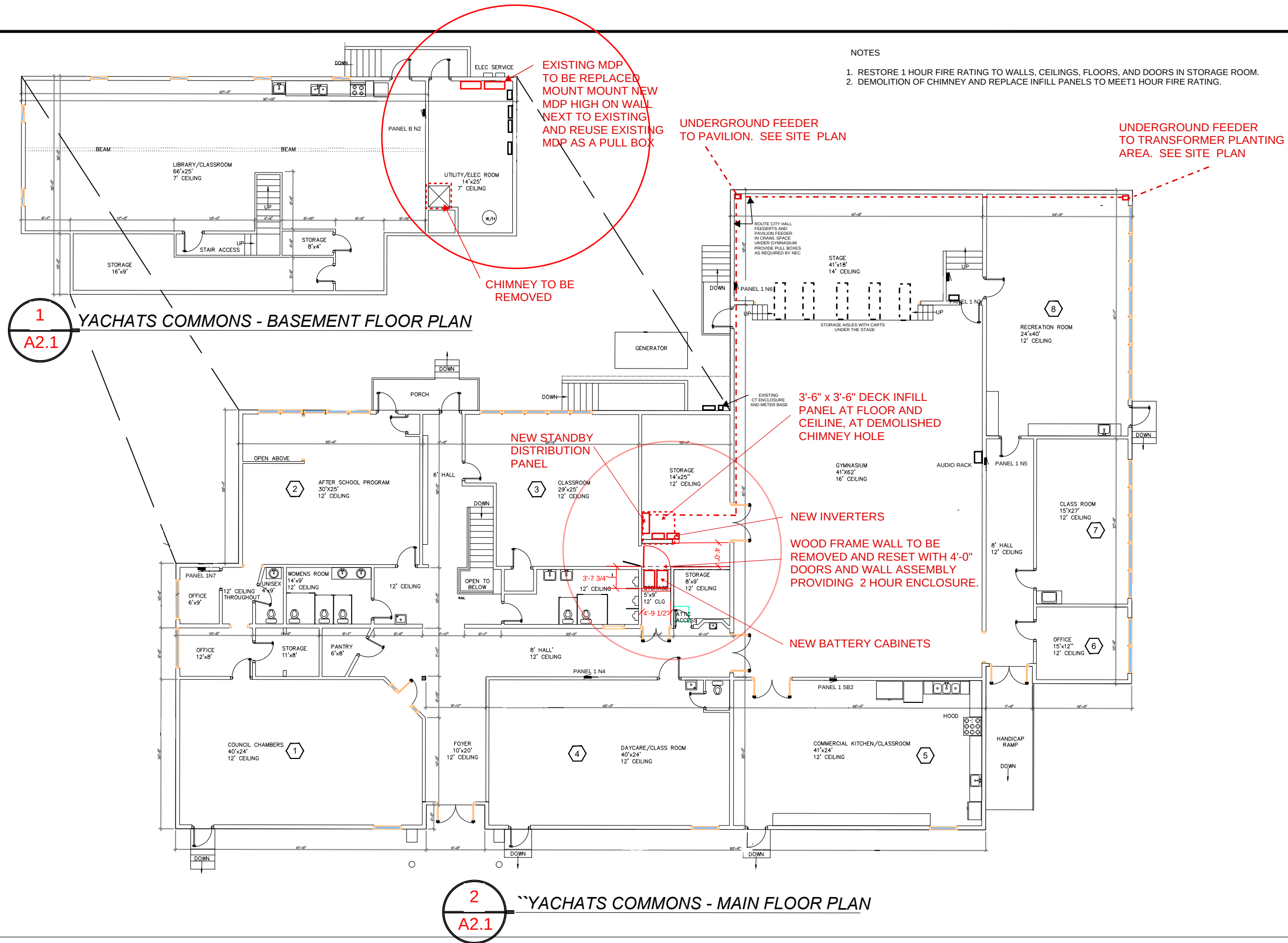
PRIORITY PROJECT
CIVIC CAMPUS

COMMONS BASEMENT AND FIRST FLOOR PLAN

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PRILIMINARY
02/14/2024

CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565



Option D. Electrical Service



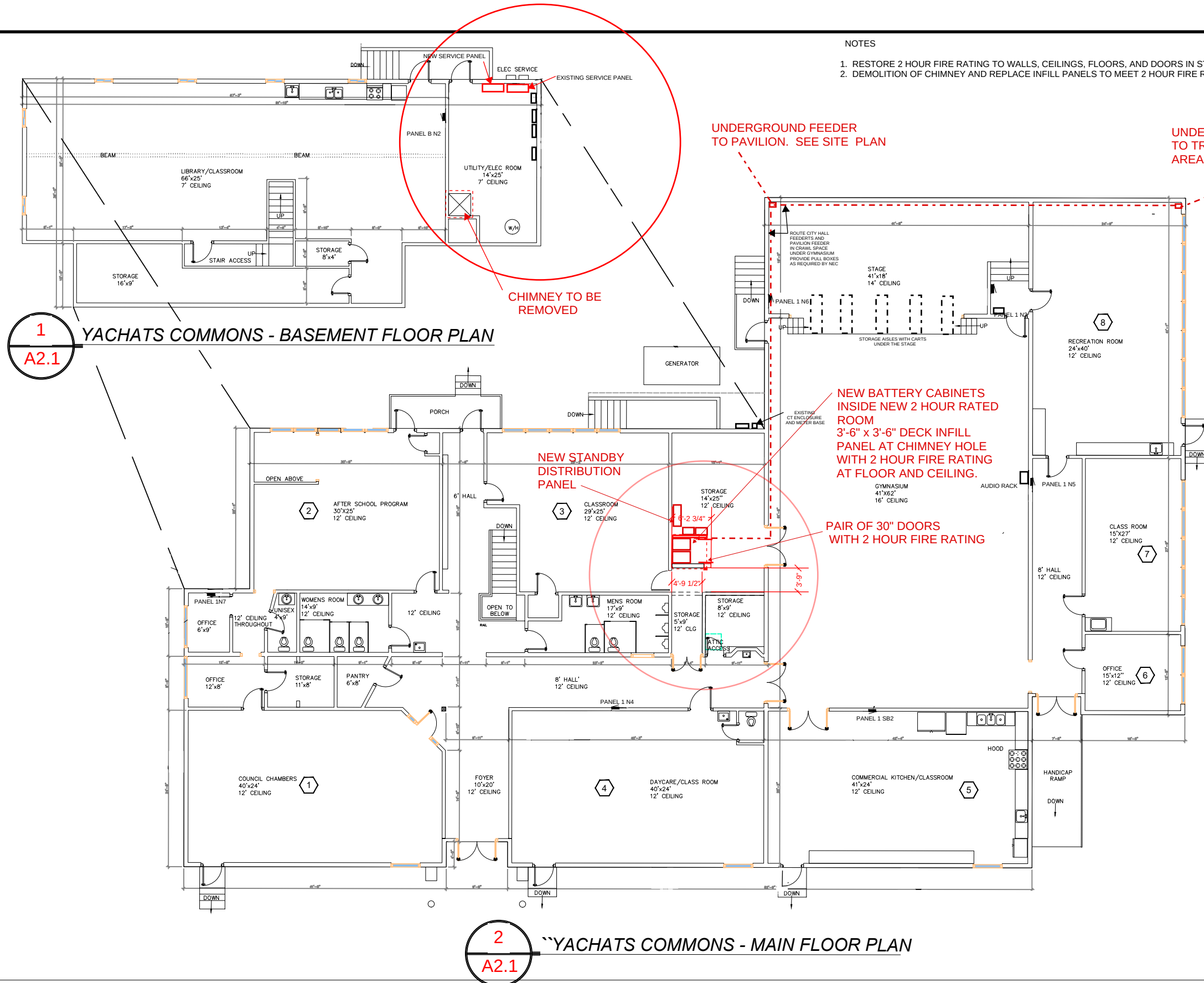
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CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
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Yachats, OR 97498
541-547-3565

COMMONS BASEMENT AND FIRST FLOOR PLAN

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PRILIMINARY
02/14/2024

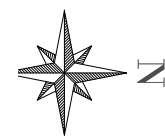


- NOTES
- 1. RESTORE 2 HOUR FIRE RATING TO WALLS, CEILINGS, FLOORS, AND DOORS IN STORAGE ROOM.
 - 2. DEMOLITION OF CHIMNEY AND REPLACE INFILL PANELS TO MEET 2 HOUR FIRE RATING.

1
A2.1
YACHATS COMMONS - BASEMENT FLOOR PLAN

2
A2.1
YACHATS COMMONS - MAIN FLOOR PLAN

Option F. Electrical Service



PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
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Yachats, OR 97498
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COMMONS BASEMENT
AND FIRST FLOOR PLAN

A
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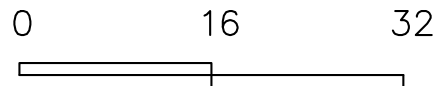
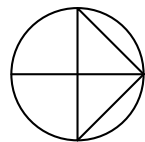
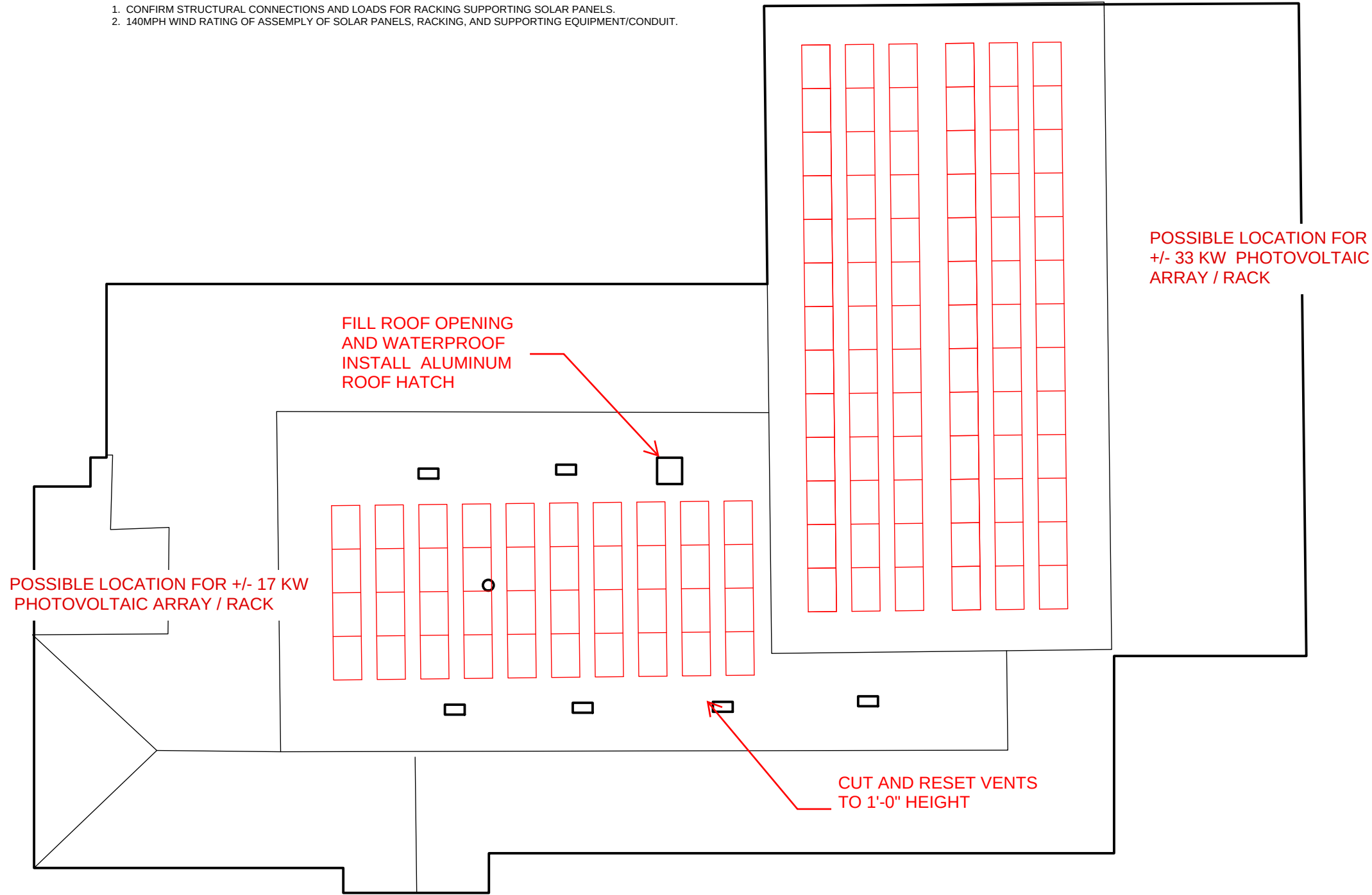
PRILIMINARY
02/14/2024

COMMONS ROOF
A
2.4

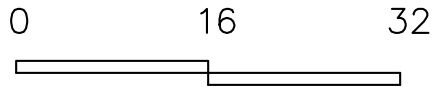
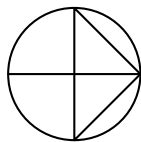
PRILIMINARY
02/14/2024

NOTES

1. CONFIRM STRUCTURAL CONNECTIONS AND LOADS FOR RACKING SUPPORTING SOLAR PANELS.
2. 140MPH WIND RATING OF ASSEMBLY OF SOLAR PANELS, RACKING, AND SUPPORTING EQUIPMENT/CONDUIT.

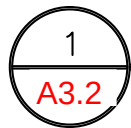
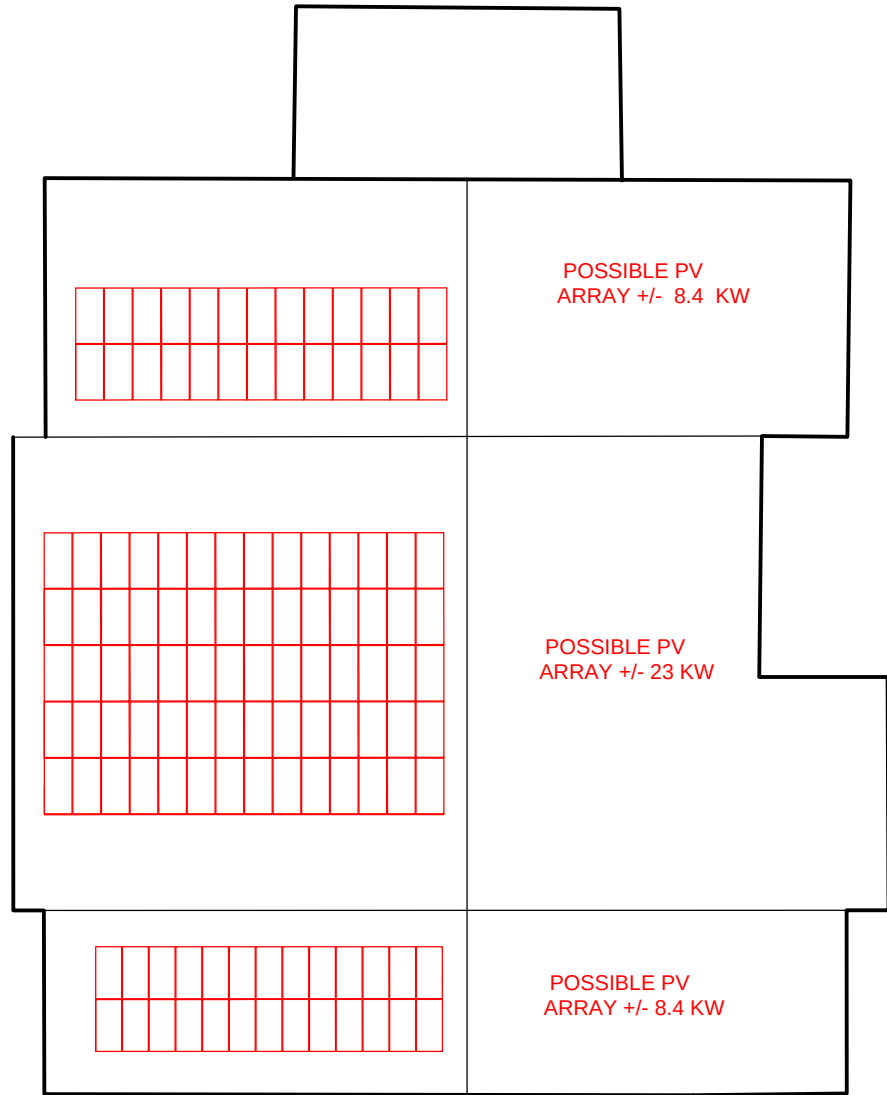


COMMONS ROOF
SCALE: 1/16" = 1'-0"



NOTES

1. CONFIRM STRUCTURAL CONNECTIONS AND LOADS FOR RACKING SUPPORTING SOLAR PANELS.
2. 140MPH WIND RATING OF ASSEMBLY OF SOLAR PANELS, RACKING, AND SUPPORTING EQUIPMENT/CONDUIT.



CITY HALL ROOF

SCALE: 1/16" = 1'-0"

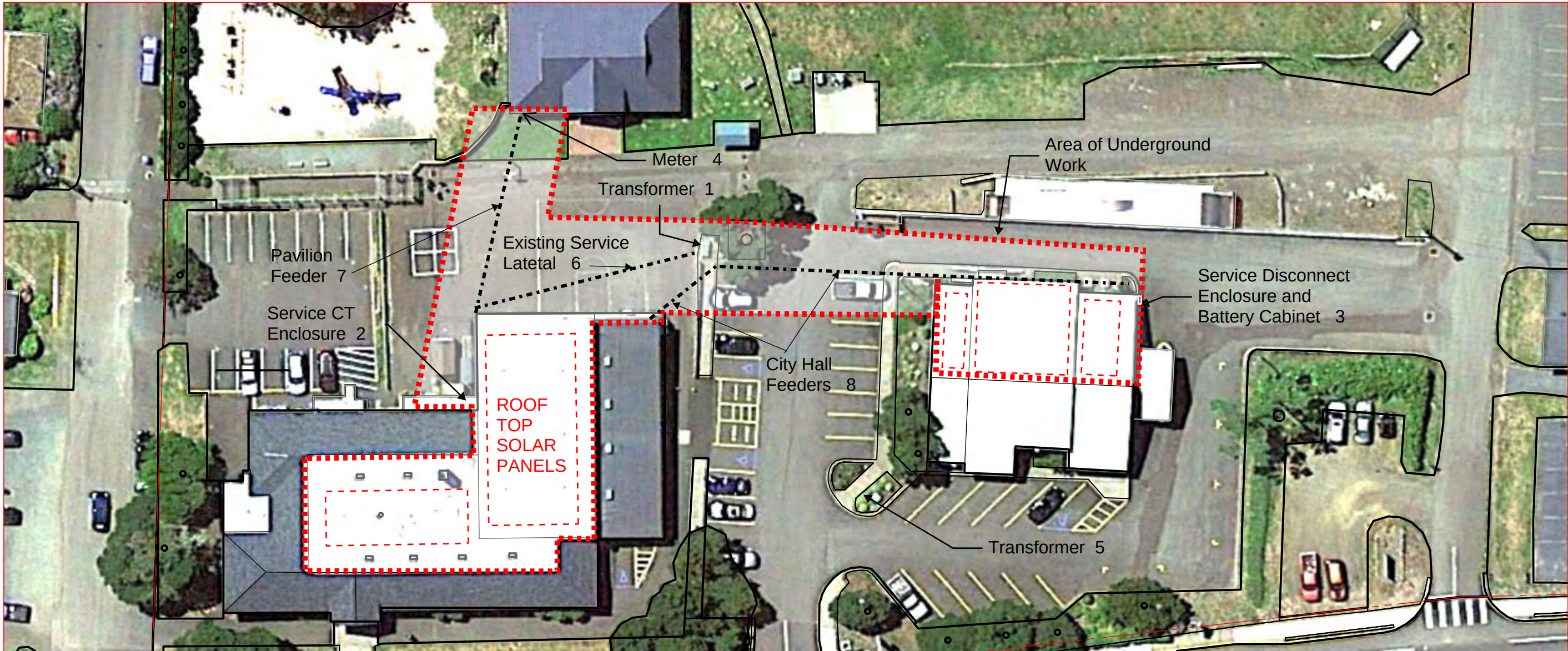
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02/14/2024

3.2

CITY HALL ROOF

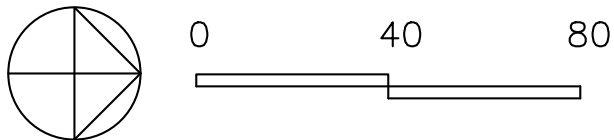
PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHTS
501 Hwy 101 N
P.O. Box 345
Yachts, OR 97498
541-547-3565



NOTES

1. EXISTING CLPUD TRANSFORMERS TO REMAIN. CITY HALL AND PAVILION LOAD WILL BE ADDED TO THIS TRANSFORMER BANK.
2. REUSE EXISTING CT ENCLOSURE. SEE ONE LINE DIAGRAM AND COMMONS FLOOR PLAN.
3. MOUNT SERVICE PANEL CITY HALL BUILDING IN FREESTANDING STAINLESS STEEL LOCKING ENCLOSURE. INSTALL CITY HALL BATTERY CABINET ADJACENT TO SERVICE PANEL ENCLOSURE.
4. REMOVE EXISTING CLPUD METER AND ASSOCIATED SERVICE LATERAL. REFEED PAVILION FROM NEW COMMONS BUILDING SERVICE.
5. EXISTING CLPUD TRANSFORMERS TO BE REMOVED. COORDINATE SERVICE INTERRUPTION WITH OWNER AND CLPUD.
6. PROTECT EXISTING CLPUD SERVICE LATERAL
7. NEW UNDERGROUND FEEDER TO PAVILION FROM NEW STANDBY DISTRIBUTION PANEL. SEE ONE LINE DIAGRAM.
8. NEW UNDERGROUND FEEDERS TO CITY HALL BUILDING. SEE FLOOR PLANS AND ONE LINE DIAGRAM. TRENCH TO COMMONS BUILDING AND RUN FEEDER IN CRAWL SPACE UNDER THE MULTIPURPOSE ROOM.

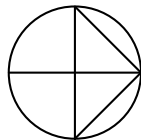


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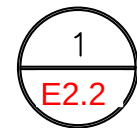
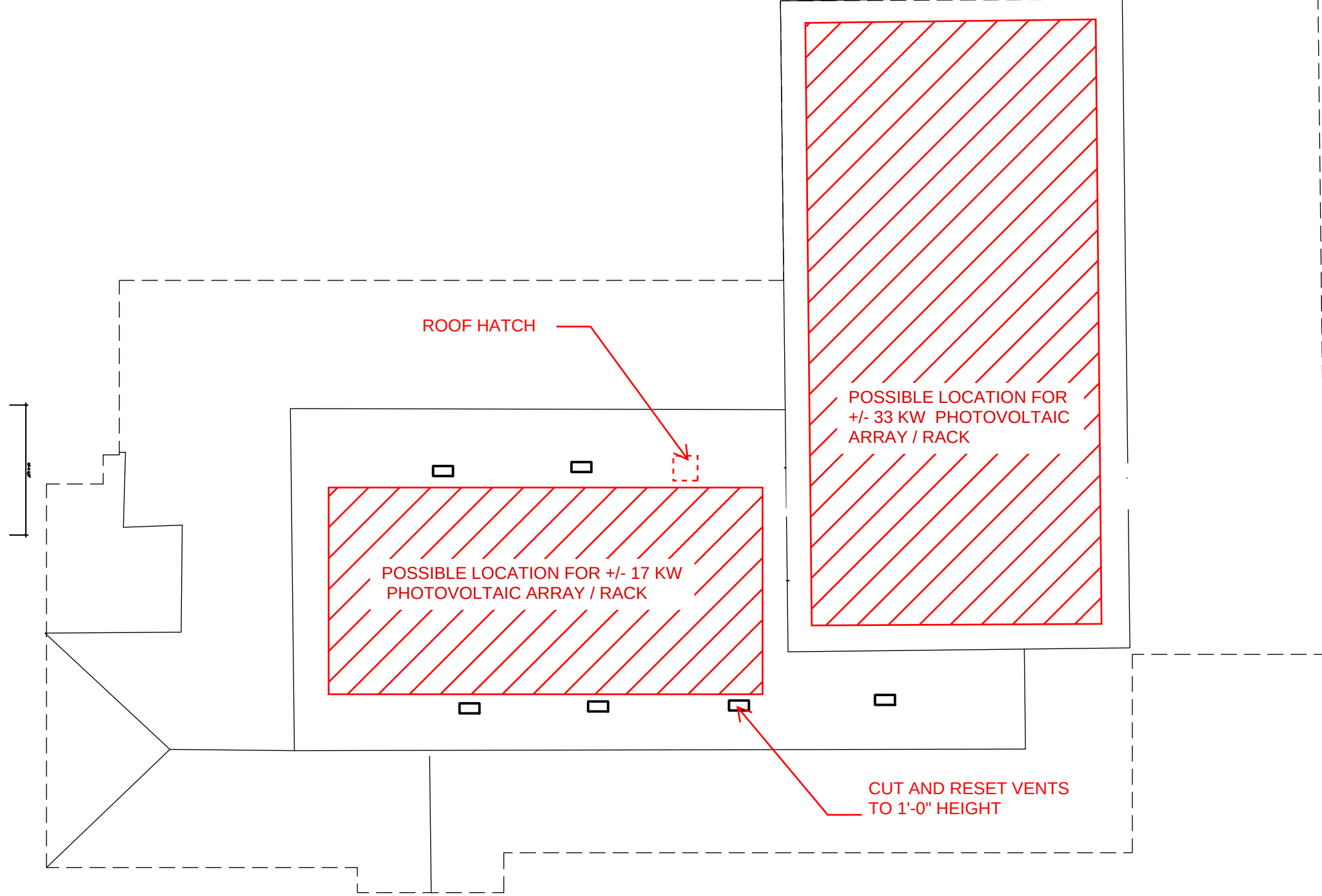
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SITE PLAN

SCALE: 1" = 40"



0 16 32



COMMONS ROOF
SCALE: 1/16" = 1'-0"

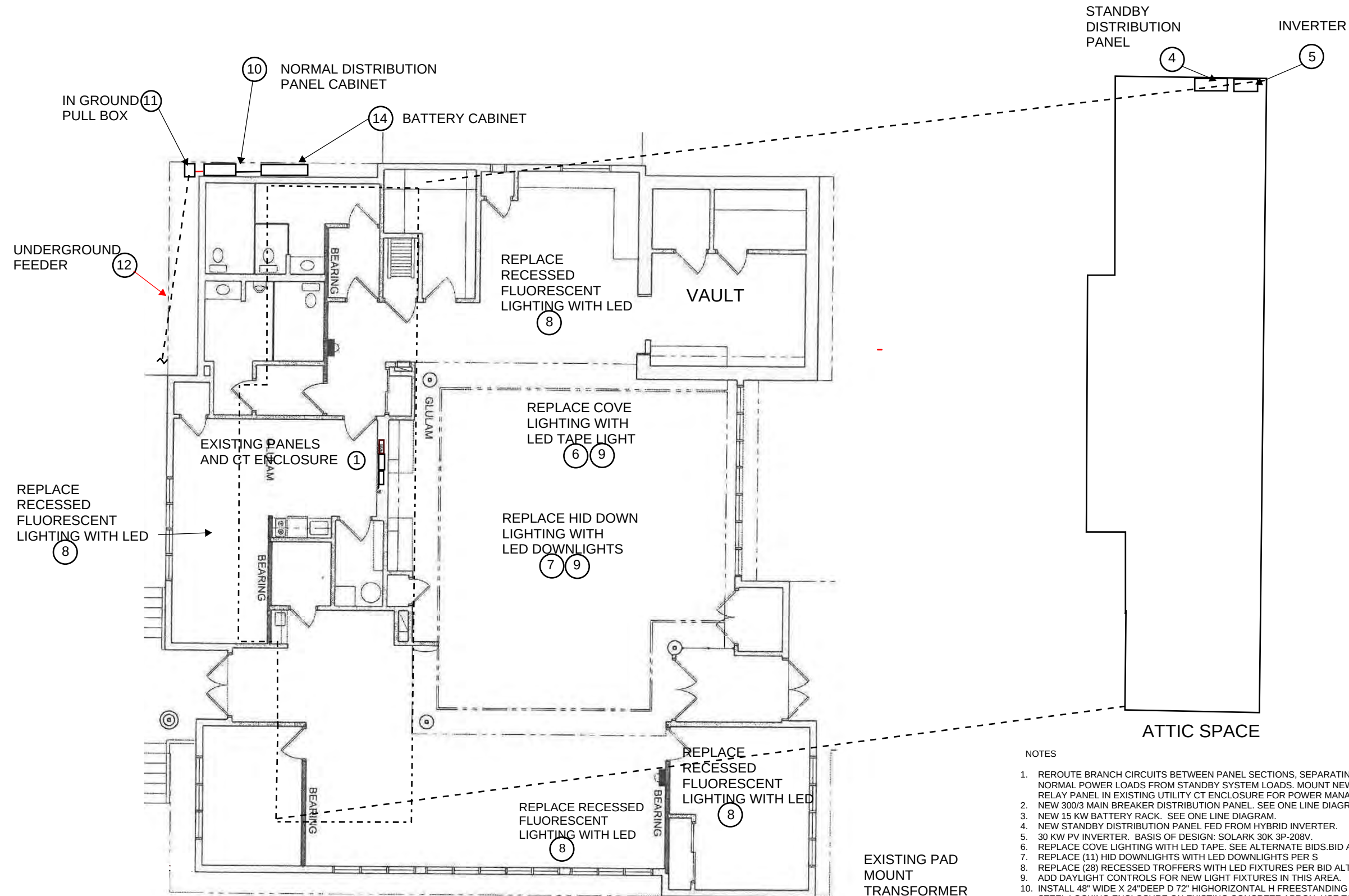
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COMMONS ROOF

2.2

PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565



1
EX10

**PROPOSED ELECTRICAL
WORK IN 501 BUILDING**

NOTES

1. REROUTE BRANCH CIRCUITS BETWEEN PANEL SECTIONS, SEPARATING NORMAL POWER LOADS FROM STANDBY SYSTEM LOADS. MOUNT NEW RELAY PANEL IN EXISTING UTILITY CT ENCLOSURE FOR POWER MANAGEMENT.
2. NEW 300/3 MAIN BREAKER DISTRIBUTION PANEL. SEE ONE LINE DIAGRAM.
3. NEW 15 KW BATTERY RACK. SEE ONE LINE DIAGRAM.
4. NEW STANDBY DISTRIBUTION PANEL FED FROM HYBRID INVERTER.
5. 30 KW PV INVERTER. BASIS OF DESIGN: SOLARK 30K 3P-208V.
6. REPLACE COVE LIGHTING WITH LED TAPE. SEE ALTERNATE BIDS.BID ALTERNATES
7. REPLACE (11) HID DOWNLIGHTS WITH LED DOWNLIGHTS PER S
8. REPLACE (28) RECESSED TROFFERS WITH LED FIXTURES PER BID ALTERNATES.
9. ADD DAYLIGHT CONTROLS FOR NEW LIGHT FIXTURES IN THIS AREA.
10. INSTALL 48" WIDE X 24"DEEP D 72" HIGH HORIZONTAL H FREESTANDING STAINLESS STEEL LOCKING ENCLOSURE ON EXISTING CONCRETE APRON. USE TO HOUSE NEW BUILDING STANDBY AND NORMAL POWER ENCLOSED CIRCUIT BREAKER DISCONNECTS.
11. HORIZONTALLY BORE NEW UNDERGROUND NORMAL POWER FEEDER AND STANDBY SYSTEM FEEDER TO LANDSCAPE AREA OUTSIDE COMMONS BUILDING. INSTALL IN GROUND PULL BOX AND TRANSITION CONDUIT TO SERVICE DISCONNECT CABINET USING LIQUIDTIGHT FLEXIBLE CONDUIT.
12. HORIZONTAL BORE (IF FEASIBLE) TO COMMONS BUILDING. SEE SITE PLAN AND ONE LINE DIAGRAM.
13. AFTER CITY HALL HAS BEEN REFEED FROM COMMONS BUILDING COORDINATE REMOVAL OF EXISTING PAD MOUNT TRANSFORMER SERVING BUILDING WITH CLPUD. INCLUDE REMOVAL OF CURRENT TRANSFORMERS, METER AND ASSOCIATED FEEDERS
14. BATTERY CABINET

STANDBY
DISTRIBUTION
PANEL

INVERTER

ATTIC SPACE

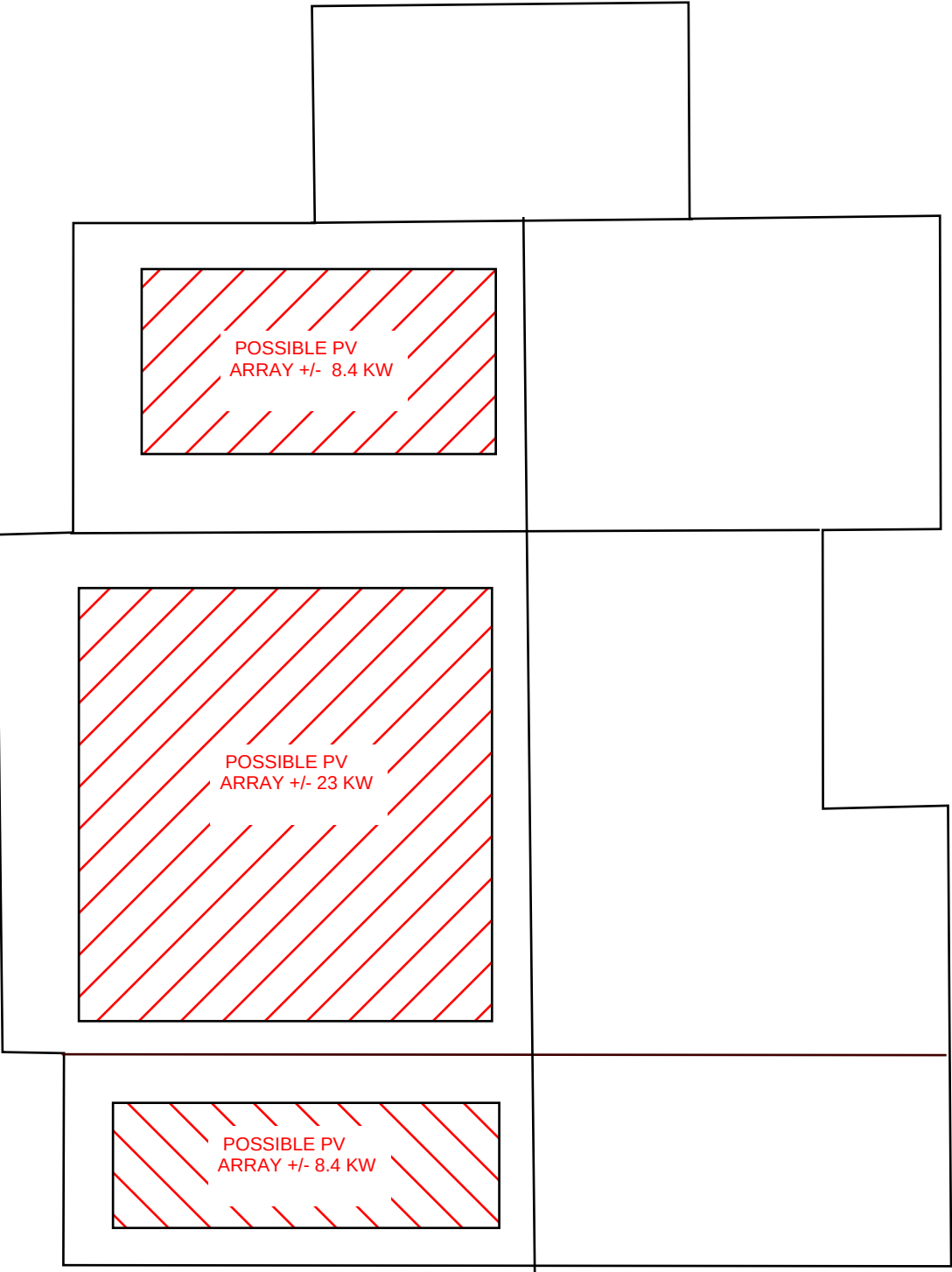
PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565

CITY HALL FIRST

3.1

PRILINARY
02/14/2024



1
EX11

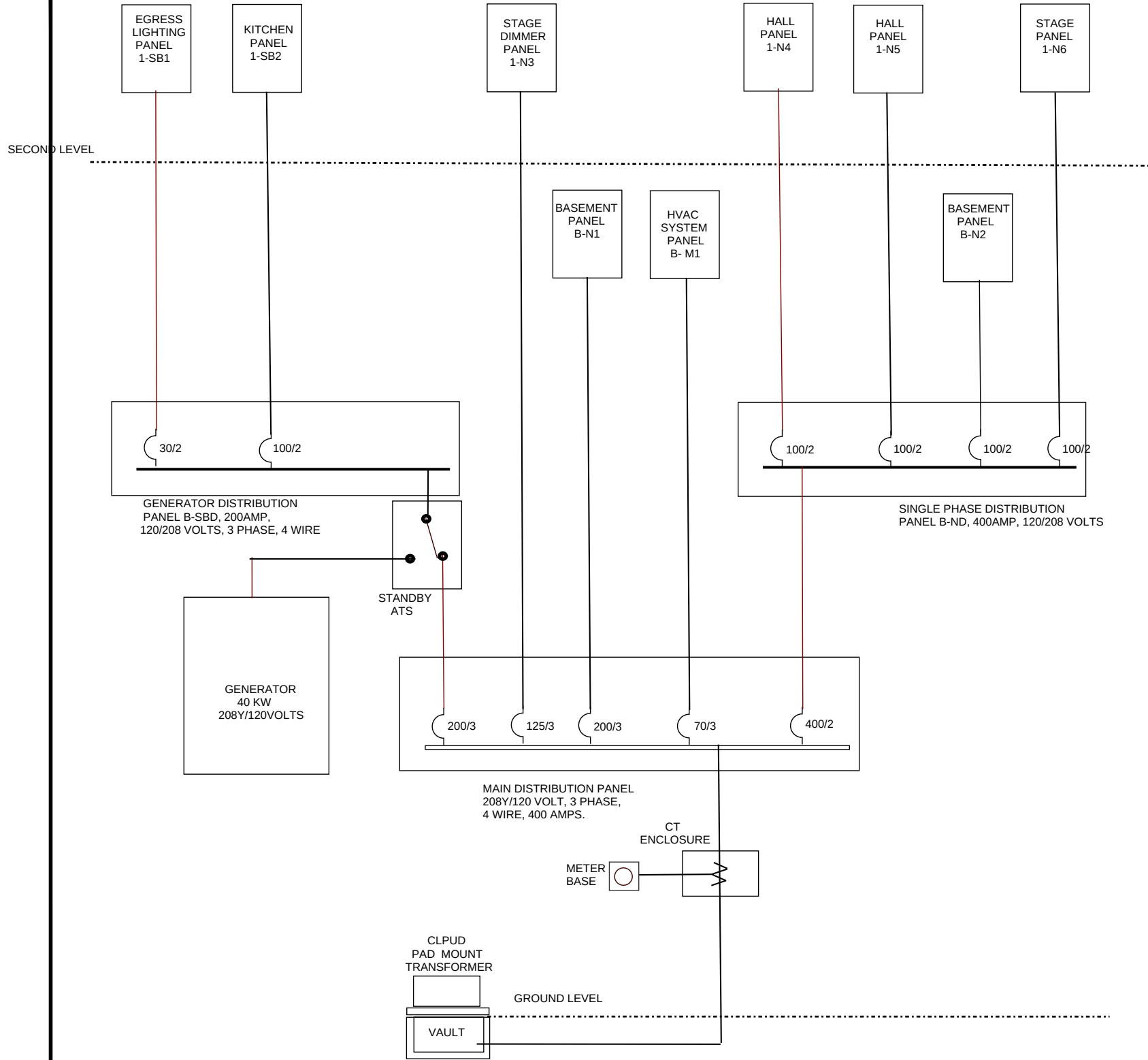
PROPOSED PV ARRAY
ON 501 BUILDING

PRILIMINARY
02/14/2024

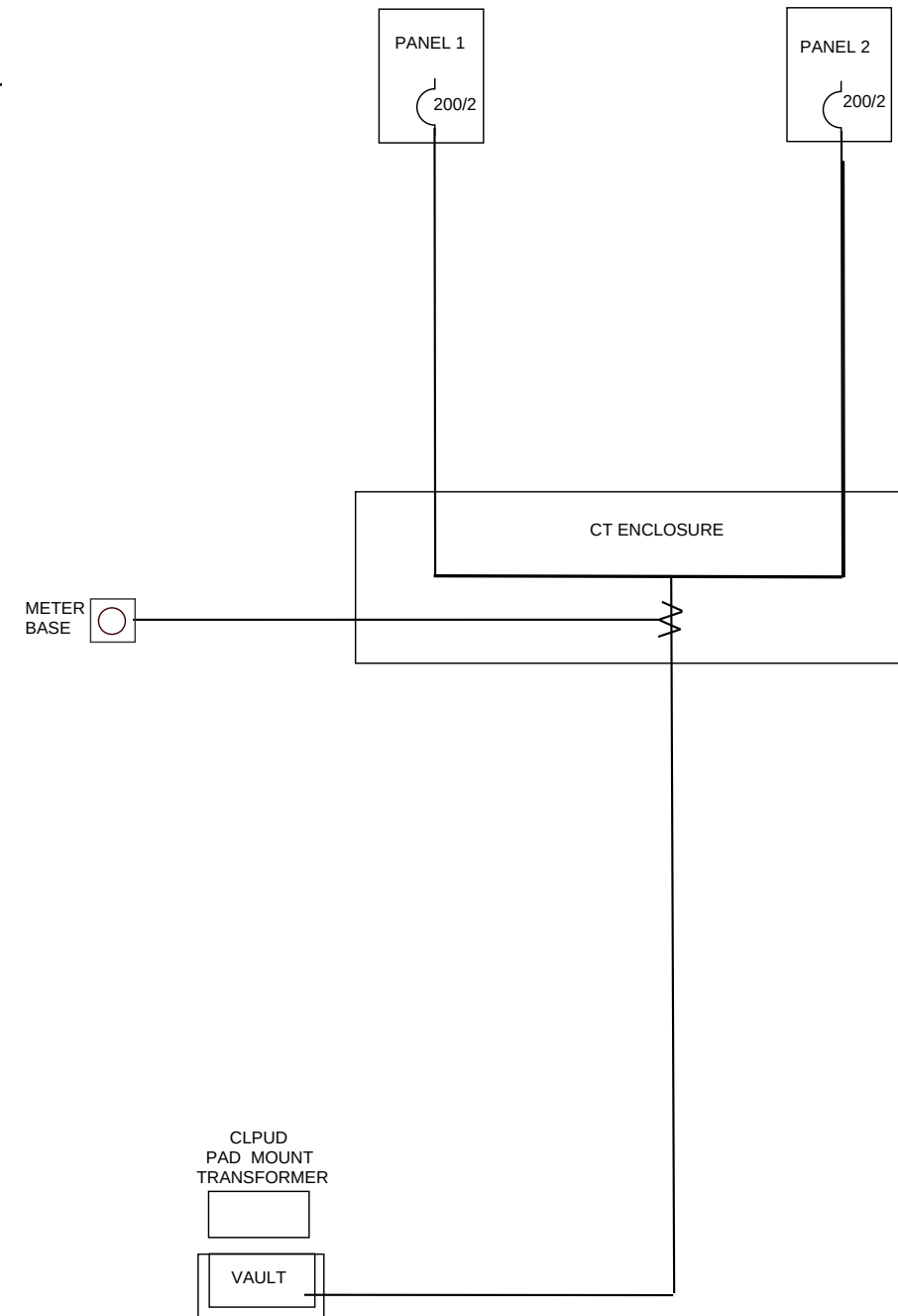
3.2 CITY HALL ROOF

PRIORITY PROJECT
CIVIC CAMPUS

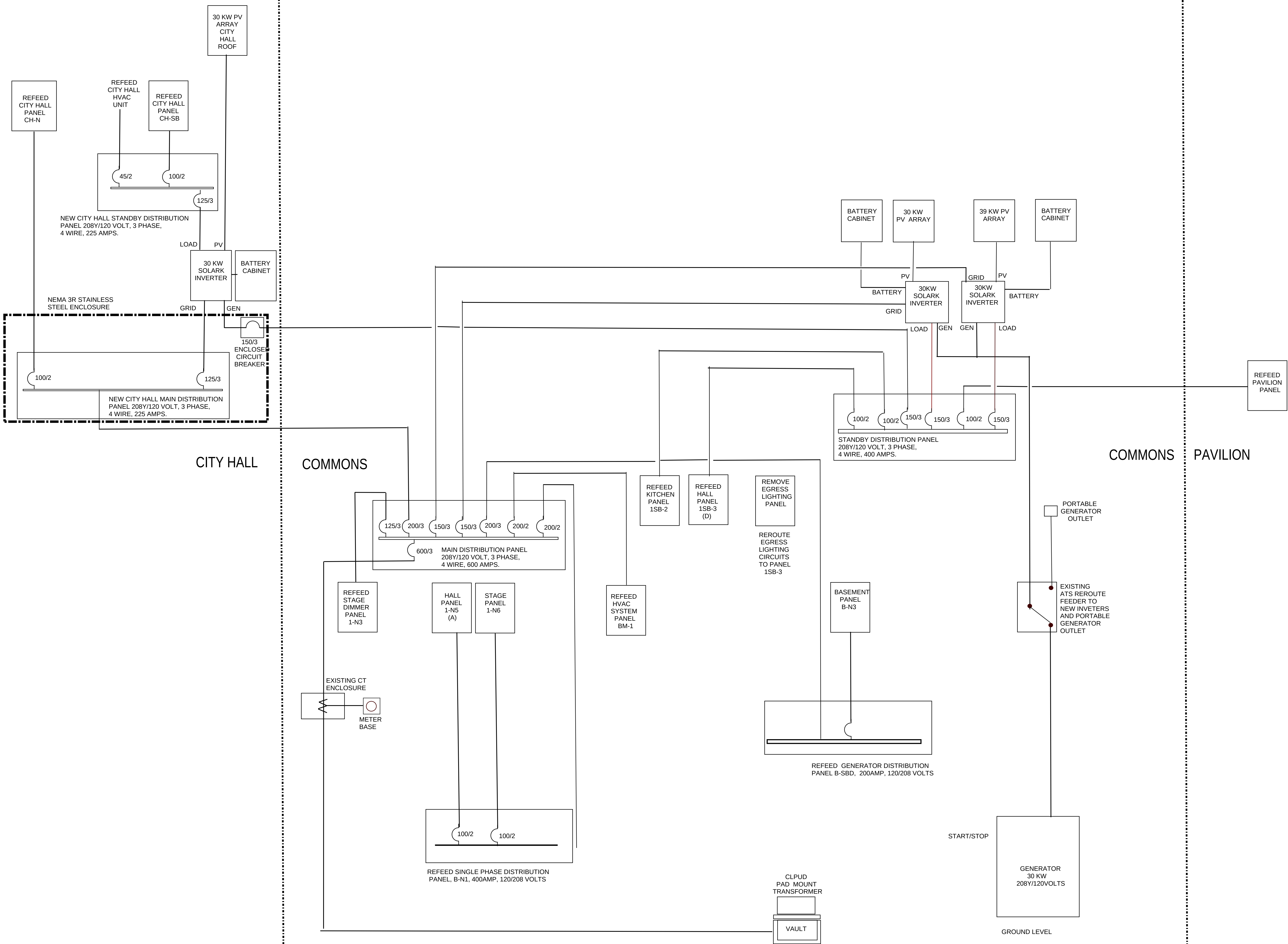
CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565



COMMONS BUILDING
ELECTRICAL ONE LINE DIAGRAM EXISTING



CITY HALL BUILDING ELECTRICAL
ONE LINE DIAGRAM EXISTING



COMMONS / CITY HALL BUILDING
PROPOSED ELECTRICAL ONE LINE DIAGRAM

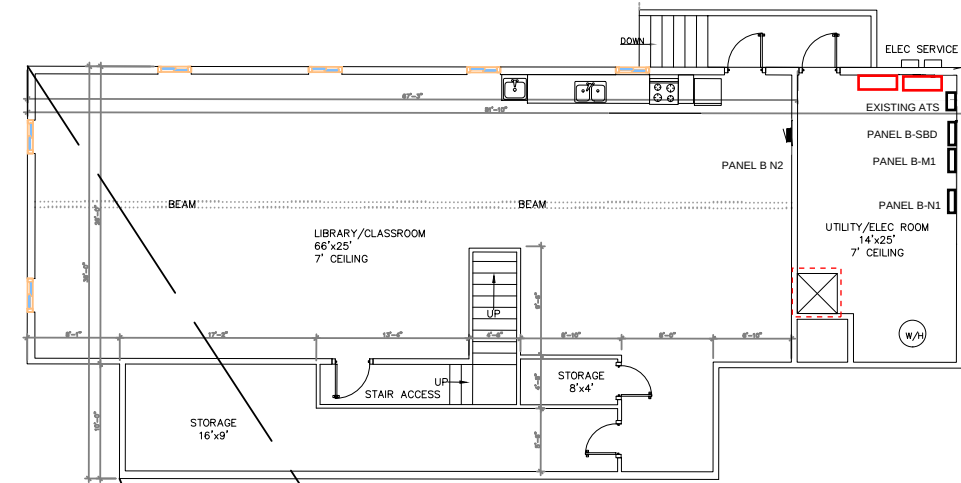
PRIORITY PROJECT
CIVIC CAMPUS

COMMONS / CITY HALL BUILDING
PROPOSED ELECTRICAL ONE LINE DIAGRAM

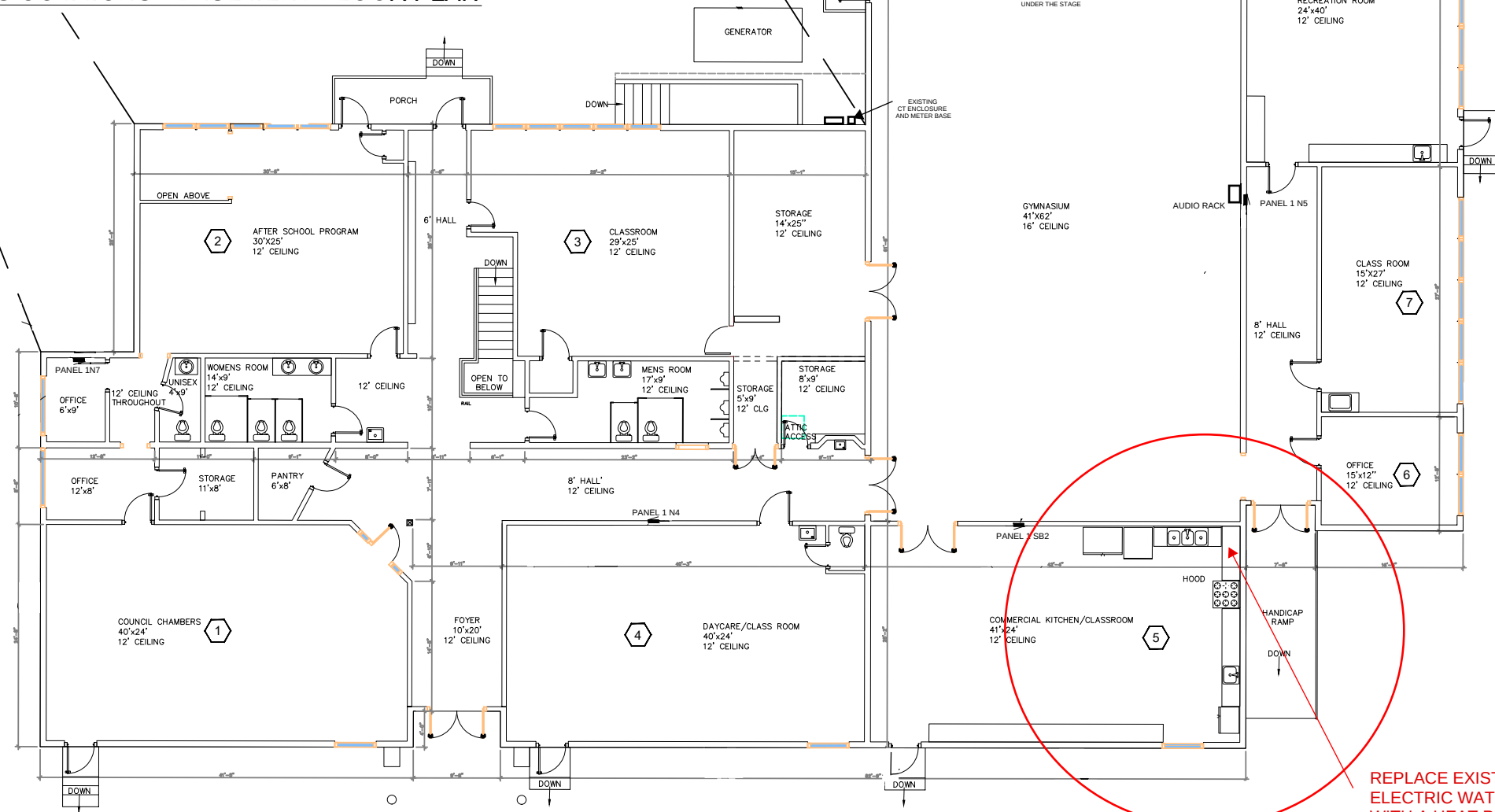
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PRILIMINARY
02/14/2024

CITY OF YACHTS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565



1
P1.1 YACHATS COMMONS - BASEMENT FLOOR PLAN



2
P1.1 YACHATS COMMONS - MAIN FLOOR PLAN

NOTES
1. REUSE WATER HEATER WITH ANOTHER USE IN CITY OF YACHATS.



PRIORITY PROJECT
CIVIC CAMPUS

CITY OF YACHATS
501 Hwy 101 N
P.O. Box 345
Yachats, OR 97498
541-547-3565

COMMONS BASEMENT AND FIRST FLOOR PLAN

P
1.1

PRILIMINARY
02/14/2024

CUT SHEETS

1. xStorage Compact electrical energy storage system 20 kW - 200 kW
2. Fortress-Power-DuraRack-Data-Sheet
3. Sol Ark 30K-3P-208V-N_SpecSheet
4. San-Co2 Heat Pump Waterheater

xStorage Compact electrical energy storage system 20 kW - 200 kW



Eaton xStorage Compact Technical Datasheet



Powering Business Worldwide

Content overview

1	DISCOVER EATON XSTORAGE COMPACT	1
2	TECHNICAL SPECIFICATIONS	2
2.1	Eaton xStorage Compact converter	2
2.2	Eaton xStorage battery pack	6

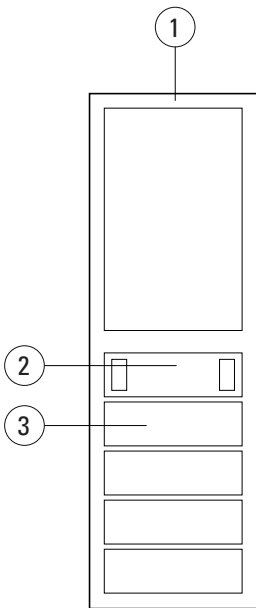
1. Discover xStorage Compact energy storage system

xStorage Compact is classified as Class A,B or C system according to EN IEC 62933-2-1.

Table 1. Example of typical and not exclusive application classification

Classification	Class A (short duration)	Class B (long duration)	Class C (back-up)
Typical classification	Frequency regulation Fluctuation reduction Voltage regulation	Peak shaving / peak shifting	Back-up power

Converter with 1 string:



Tag	Description
①	xStorage Compact 20 kW - 40 kW unit
②	Master battery pack
③	Battery pack

2. Technical specifications

Technical disclaimer

All drawings, descriptions or illustrations contained in this document serve to provide a clear overview and/or technical explanation of the present product and its various components and accessories. In line with our goal to continuously improve the products and the customer service we provide, all specifications contained in this document are subject to change without notice.

2.1 xStorage Compact converter

MODEL RATING	20 kW	40 kW
General characteristics		
Application controller supports paralleling up to 5 units (max 200kW). Each unit can support up to 3 strings (max 150 kWh per unit). Power limits should conform to local grid compliance regulations.		
Model catalogue reference	xStorage Compact 20 kW	xStorage Compact 40 kW
Number of power modules (ECM)	1	2
Upgradability	Yes, up to 40 kW	No
Mechanical characteristics		
Free standing cabinet (W x D x H) in mm	600 x 1000 x 1987	
Weight	650 kg - 710 kg	
Weight, ECM (power module)	28 kg	
Cable entry	Rear top or bottom	
Degree of protection	IP 20	
Color	Black, RAL 9005	
Environmental characteristics		
Acoustic noise at 1 m, in 25 °C ambient temperature	Maximum 60 dB at 100% load	
Storage and transportation temperature range	- 25 °C to + 55 °C without batteries, indoors in the protective package	
Operating temperature range	0 °C to +35 °C without output power derating, GEN 4 batteries 0 °C to +30 °C without output power derating, GEN 1 batteries	
Relative humidity range	5% to 95%, no condensation allowed	
Maximum service altitude	1000 m without de-rating Maximum 2000 m with 1% de-rating per each additional 100 m	

MODEL RATING	20 kW	40 kW
ELECTRICAL CHARACTERISTICS		
Charging/discharging efficiency		
Rated linear load		
100% load	94.0%	
50% load	93.0%	
Minimum required conditional short-circuit current of input protective devices		
Fuse size ¹	40 A	80 A
Min. required Icc	400 A	1000 A
Grid connection – Rectifier interface		
Maximum permissible system impedance $Z_{\max}^2$	0.117 Ω	
Actual impedance of the supply Z_{act}^2	≤ 0.117 Ω	
Prospective short-circuit current I _{sc} (three phase) ³	≥ 1974 A	
Prospective short-circuit current I _{sc} (line to line) ³	≥ 1709 A	
Rated input r.m.s. current:		
380 V	32 A	63 A
400 V	30 A	61 A
415 V	29 A	58 A
Maximum input r.m.s. current	38 A	76 A
Input current distortion at rated input current:		
Resistive load	< 3%	
Non-linear load	< 4%	
Rated input voltage tolerance	220 V / 380 V; 230 V / 400 V; 240 V / 415 V 187 V to 276 V Rated for connection to LV system OVC III	
Rated input frequency tolerance	50 Hz 40 Hz to 72 Hz	
Number of input phases	3 phases + neutral	
AC power distribution system	TN-S, TN-C-S, TN-C, TT	
Nominal active power (charge and discharge)	20 kW per ECM 40 kW per PCS	
Maximum short-circuit withstand strength	10 kA	
Reactive power capability range	Active power factor from 0.90 under-excited to 0.90 over-excited in four quadrants	
Back-up / Island mode – Inverter interface		
Number of output phases	3 phases + neutral	
Rated output voltage	220 V / 380 V; 230 V / 400 V; 240 V / 415 V, configurable	
Output voltage variation, steady state	< 1%	

Total voltage harmonic distortion	
100 % linear load	< 1.5%
100 % non-linear load	< 3.5%
Rated output frequency	50 Hz or 60 Hz, configurable
Nominal/rated output power	20 kW / 40 kW
Overload capability	10 min 102% to 110% load 60 sec 111% to 125% load 10 sec 126% to 150% load 300 ms >150% load
Overload capability (Bypass)	Continuous ≤ 125% Load Transient ≤ 1000% RMS current for 20 ms NOTE: Bypass fuses may limit the current
Bypass fuse i^2t value,	standard
Pre-arc i^2t	1900 A ² s
Total clearing i^2t	7100 A ² s

- Fuses are of the type gG and MCB tripping characteristics C.
- Requirements for compliance with EN IEC 61000-3-11:2019 Limits - Limitation of voltage changes, voltage fluctuations and flicker in public low-voltage supply:
Maximum permissible system impedance $Z_{max} = 0.117 \Omega$.
Actual impedance of the supply at the interface between the public low-voltage network and the equipment user's installation Z_{act} shall be $\leq 0.117 \Omega$.
Note: Z_{act} is not fault loop impedance.
- Guidance for checking Z_{act} on a three-phase system with nominal voltages of 400 V line to line and 230 V line to neutral:
Prospective short-circuit current I_{sc} at the origin of the installation should typically meet the following conditions:
 I_{sc} (three phase) $\geq 1974 \text{ A}$ calculation method: $400 / (\sqrt{3} \cdot Z_{max})$
 I_{sc} (line to line) $\geq 1709 \text{ A}$ calculation method: $400 / (2 \cdot Z_{max})$
Note: The xStorage Compact ESS has an internal surge protection device (SPD type 2) installed at the AC connection interface.

MODEL RATING	20 kW	40 kW
Output current limitation, short-circuit capability	1 x 20 kW ECM 72 A, 300 ms	2 x 20 kW ECM 144 A, 300 ms
Fault clearing capability	1 x 20 kW ECM Circuit breaker B10 / C6	2 x 20 kW ECM Circuit breaker B25 / C10
Load power factor		
Rated	1.0	
Permitted range	0.8 lagging to 0.8 leading	
DC Connection - Battery interface		
Battery technology	Eaton / Nissan Li-Ion GEN1 and GEN4	
Internal battery / nominal capacity	1 string (5 packs) / 21 or 50 kWh	
External battery	1 or 2 strings	
Operating voltage range	370 - 503.7 VDC	
Communication circuits		
Standard connectivity port	Modbus TCP/IP	
Compliance with standards and directives		
Safety	IEC 62477-1, IEC 62040-1	
Electromagnetic compatibility:		
Immunity	IEC 61000-6-2	
Emissions	CISPR 11 Level A, IEC 62040-2, IEC 61000-2-2	
Low frequency disturbances harmonic current emission ESD	IEC 61000-3-12	
Rf field strength	IEC 61000-4-3	
Fast transient / burst immunity surge immunity	IEC 61000-4-2, IEC 61000-4-4, IEC 61000-4-5	
Conducted RF immunity	IEC 61000-4-6	
Magnetic field susceptibility	IEC 61000-4-8	
Voltage dips and interruptions	IEC 61000-4-11	
Flickers	IEC 61000-3-11	
Grid code compliance	EN 50549-1, VDE AR-N 4105, G99	
RoHS/WEEE compliancy	Yes	

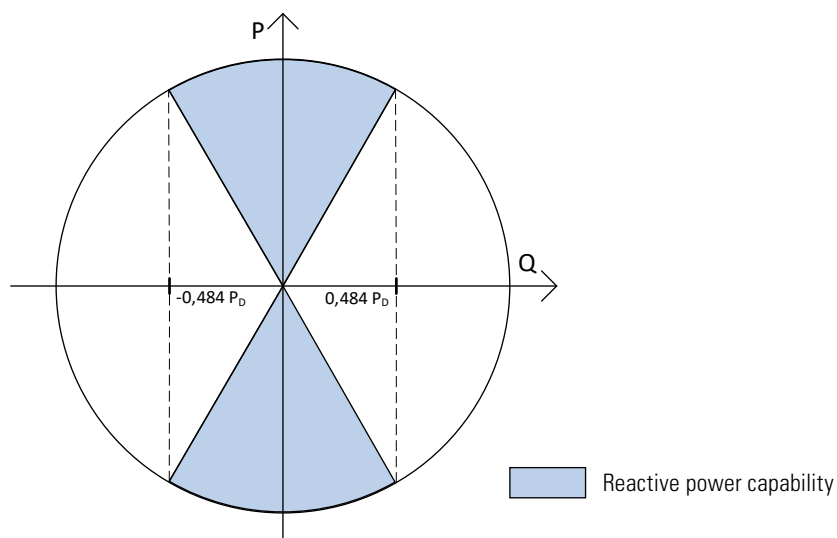


Figure 1. Reactive power capability at nominal voltage

2.2 xStorage battery pack

These specifications apply for the master battery pack and the battery packs.

Note: The master battery pack differs from the battery pack in that it has two internal contactors that can be operated independently of each other.

Battery generation	GEN1	GEN4
General characteristics		
Status	Second life	New
Usage	Used in string of 5 battery packs in series and sold for use with Eaton grid converter only	
Cycle life	See warranty condition and apply load profile	
Calendar life	> 5 years	> 10 years
Replacements	Possible, but no mixing of generations	
Warranty	5 years for GEN1 (2nd life) or	10 years for GEN4
	Reduced in case of excess average temperature	
Recycling	On demand	
Mechanical characteristics		
Battery pack dimensions (W x L x H) in mm	442 x 812 x 174	
Battery pack weight	Master battery pack: 74 kg Battery pack: 72 kg	

STORAGE AND TRANSPORTATION		
Product package (H x W x L) in mm	330 x 610 x 960	
Transported weight	Master battery pack = 74 kg Battery pack = 72 kg	From 0 °C to 35 °C
Transport pallet	6 products per Euro pallet (from 432 kg to 434 kg)	
Palletized dimensions (H x W x L) in mm	1200 x 1000 x 1116	
Transport and storage environment	Cool dry place. Room temperature for best results from -30 °C to 60 °C (less than 10 consecutive days above 30 °C)	
Transport of dangerous goods	> 333 kg ADR regulations apply to road transport. IMDG regulations apply to ocean transport. Air transport not allowed.	
Transport quantity limits FTL/FCL	FTL = ~26 pallets of footprint FCL = ~22 pallets of footprint stack 2 layers maximum	

Battery generation	GEN1	GEN4
Electrical characteristics		
Nominal energy capacity	4.20 kWh	10 kWh
Permitted depth of discharge	100%	100%
Usable capacity	95% (of nominal) at C/5.	95% (of nominal) at C/5.
Cell chemistry technology	LMO (lithium manganese oxide)	NMC (lithium nickel manganese cobalt oxide)
Charge/discharge current 1C	66 A	111.4 A
Ah per battery pack	66 Ah	111.4 Ah
Max. charge/discharge current DC	130 A	132 A
Maximum C-rate	2	1.20
Maximum Depth of Discharge (DoD) of nominal	100 %	
Initial State of Health (SOH)	75 ± 5 % (relative to new state)	100%
Warranty condition of discharge (daily cycle, 90 % DoD, 1C)	65 000 Ah	313 000 Ah
DC battery nominal voltage	90 V	
DC battery input voltage	From 74.4 V to 99.6 V	From 74.4 V to 100.7 V
Overcharge protection	Internal fuse + contactor in master battery pack	
Capacity at End of Warranty (relative to new state)	60%	65%
COMMUNICATION AND INTERFACE SPECIFICATION		
Communication	CAN bus	
LED indicators	Green (ON): Normal status Red (ON): Fault status Yellow (ON): Standby Yellow and Red (ON): Standby-Fault status (waiting for RUN signal)	
COMPLIANCE WITH STANDARDS AND DIRECTIVES		
Degree of protection	IP20 (Indoors)	
Hazard substance restriction	Lead free, compliance with RoHS GP2	
Standards	IEC 62477-1; IEC 62040-1; IEC 62619; UN 38.3; CE	

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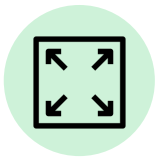
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* batteries not included



**SCALABLE
UP TO 81 KWH**



**SPACE
OPTIMIZATION**



**SLEEK &
CLEAN DESIGN**



**EASY
INSTALLATION**



**OUTDOOR &
INDOOR INSTALL**

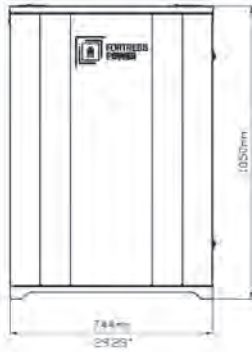
SECURE YOUR ENERGY KEEP YOUR FAMILY & BUSINESS SAFE

Expand your energy storage with the new Fortress Power DuraRack! This iron enclosure stores up to 4 eFlex 5.4kWh batteries. The DuraRack paired with multiple eFlex batteries can build a 48V UPS server rack or provide storage capacity to home solar arrays. The DuraRack includes integrated busbars and a DIN rail heater mount. This enclosure can be free-standing or pad mounted and is safe for indoor and outdoor installations.

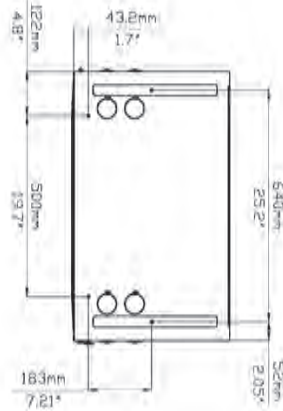


- **NEMA 3R WATER AND DUST RESISTANT FOR BOTH INDOOR AND OUTDOOR INSTALL**
- **INCLUDES INTEGRATED BUSBARS AND BATTERY CABLES FOR EASY STACKING**
- **EASY TO ADD DIN RAIL THERMOSTAT FOR COLD CLIMATES**
- **PASSIVE COOLING VENT FOR WARM CLIMATES**
- **EXPANDABLE UP TO 4 UNITS (15 EFLEX BATTERIES; TOTAL 81 KWH)**

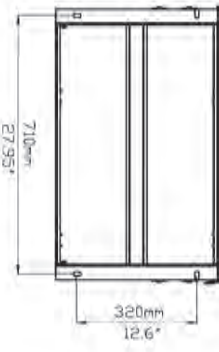
DIMENSIONS



Front



Top



Bottom



Side

ABOUT FORTRESS POWER

Fortress Power proudly services homes, businesses, utilities, telecom and transportation companies worldwide. Our Pennsylvania-based team's passion for clean energy storage has earned us a place among the world's top energy storage battery manufacturers.

Our logistic centers located across the country offer easy distribution to all of our major markets. Fortress Power's high-performance solar lithium battery storage products are designed, engineered and inventoried, with live technical support in the United States.

Fortress Power has partnered with industry leading lending institutions to help make your solar investment as easy as possible.

Please visit our website for purchasing and financing options.

www.fortresspower.com

INTERESTED IN BECOMING A CERTIFIED INSTALLER?

Join us to bring the latest energy storage products to millions of homes and businesses across the world.



SCAN ME

Enclosure Material	Carbon Steel
Enclosure Protection	NEMA 3R water and dust proven
Enclosure Color	White
Dimension (W x H x D)	29.29 x 41.34 x 18.03 in (744 x 1050 x 458 mm)
Weight	69.6kg/153.2lbs
Maximum Battery Unit	4 eFlex 5.4
Storage Capacity Range	5.4kWh - 21.6kWh per unit
Max. Storage Capacity	81 kWh (4 units in parallel)
Knockout Size	1 inch & 2 inch
Positive and Negative Battery Busbars	2 x 4 points; M8 (5/16) Terminal Rings
Positive and Negative Busbars to Inverter	2 points; M10 (3/8) Terminal Rings
Battery Cables	4 sets of "+" and "-" #4 battery cables
Terminal Torque	7.0 - 7.7 Nm (5.1 - 5.7 ft-lb)
Warranty	3 years
Certifications	UL9540, UL9540A, UL1973, CEC, SGIP

COMMONS PV INVERTER - TYPICAL OF (3) FOR CAPACITY



30K-3P-208V Spec Sheet



Solar Input Power 39,000W	
Max Allowed PV Power	39,000W
Max PV Power Delivered to Battery & AC Outputs	30,000W
Max DC Voltage (Voc)	500V @ 36A
MPPT Voltage Range	170-500V
Starting Voltage	150V
Number of MPPT	4
Max Solar Strings Per MPPT	2
Max DC Current per MPPT (Self Limiting)	36A
Max AC Coupled Input into the GEN terminal (Micro / String Inverters)	54kW w/ no PV _{DC} ** 30kVA w/ 39kW PV _{DC}

** Software Limitation: 180A x 120V x 3

AC Output Power 30,000W On & Off-Grid	
Connections	120V / 208V Three Phase
Continuous AC Power with PV	30,000W 83.4A (208V)
Continuous AC Power from Batteries	30,000W 83.4A (208V)
Surge AC Power 7 sec	45,000VA 125A (208V)
Parallel Stacking	Yes—Up to 12
Frequency	60/50Hz
Continuous AC Power with Grid or Generator	72,000W 200A L-L (208V) 36,000W 200A L-N (120V)
CEC Efficiency	96.5% (Peak 97.5%)
Idle Consumption Typical—No Load	60W
Sell Back Power Modes	Limited to Household/Fully Grid-Tied
Design (DC to AC)	Transformerless DC
Response Time (Grid-Tied to Off-Grid)	5ms
Power Factor	+/- 0.8 - 1.0

Battery (optional) Output Power 30,000W	
Type Number of Inputs	Li-Ion 2 Inputs
Nominal DC Input	> 300V
Capacity	50 — 9900Ah
Voltage Range	150V—500V
Continuous Battery Charging Output	100A (50A per Input)
Charging Curve	3-Stage w/ Equalization
Grid to Batt Charging Efficiency	96.0%
Battery Fuse	Integrated
Current Shunt for Accurate % SOC	Integrated
External Gen Start Based on Voltage or %SOC	Integrated
Communication to Lithium Battery*	CanBus & RS485

*ONLY works with Li-Batteries under Closed-Loop Communications

General	
Dimensions (H x W x D)	35.2" x 20.8" x 11.6"
Weight	172 lbs
Enclosure	IP65 / NEMA 3R
Ambient Temperature	-40~60°C, >45°C Derating
Installation Style	Wall-Mounted
Wi-Fi & LAN Communication	Included
Standard Warranty (verified by HALT Testing)	10 years

Protections & Certifications	
Electronics Certified Safety by TÜV Rheinland to NEC & UL Specs	Yes
Grid Sell Back — UL 1741-2021 3rd Edition (incl UL1741SB), CSA C22.2, IEEE 1547-2018 & 1547a-2020 & 1547.1-2020, UL1699B Arc-Fault Circuit-protection Type 1	Yes
PV DC Disconnect Switch — NEC 240.15	Integrated
Ground Fault Detection — NEC 690.5	Integrated
PV Rapid Shutdown Control — NEC 690.12	Integrated
PV Arc Fault Detection — NEC 690.11	Integrated
PV Input Lightning Protection	Integrated
PV String Input Reverse Polarity Protection	Integrated
Surge Protection	DC Type II / AC Type II



Heat Pump Water Heater



GEN₄

SANCO₂ 
Hot water, *naturally.*

SANCO₂



As a highly energy-efficient alternative to the traditional electric or gas water heater, our unique system saves money, reduces greenhouse gas emissions and eliminates the production of carbon monoxide.

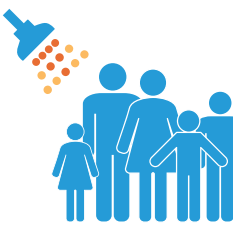
The SANCO₂ heat pump water heater system consists of two parts. The heat pump unit, where the hot water is produced, using the CO₂ refrigerant to extract heat from the ambient air, and the 43, 83 and 119 gallon storage tank.

43 Gallon Tank
69-Gallon
first hour delivery



2 to 4 people

83 Gallon Tank
115-Gallon
first hour delivery



5+ people

High Performance

The SANCO₂ unit has the highest UFHR (Uniform First Hour Rating) of any comparably sized Storage Electric or Heat Pump Water Heater.

The Natural Refrigerant (CO₂) used by the SANCO₂ allows it to make and store hotter water than any other Heat Pump Water Heater. This means there is more energy stored in the tank which translates into more hot water delivered via the factory supplied Mixing Valve.

Energy Efficiency

The SANCO₂ unit works to maximize the UEF value not only in the test lab, but also in real world operation due to several of its unique features:

Inverter Compressor Inverter Compressors increase the efficiency of a heat pump by varying the speed of the compressor and hence the amount of electrical energy used.

DC Fan Motor & Water Pump The other motors in the SANCO₂, the fan and water pump, are also powered by direct current (DC), just like the Inverter Compressor. This allows both to run at a speed based on load requirements to optimize energy efficiency.

Superior Features

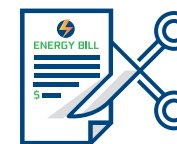
Highest First Hour Rating of any residential electric water heater (Resistance and Heat Pumps) provides more hot water.



Faster recovery from a hot water draw at 20+ GPH of 150°F water to the top of the tank.



Highest real world efficiency: 80% savings over electric resistance water heaters and 40%+ over a hybrid HPWH.



Most environmentally friendly water heater on the market: CO₂ refrigerant has a low global warming potential.



Simple installation: only plumbing connections are required to connect storage tank and heat pump.



Heat pump will make hot water below -25°F to 104°F ambient temperature.



Perfect for homes with Solar PV Panels as the unit will use less than 2,000 Watts maximum.

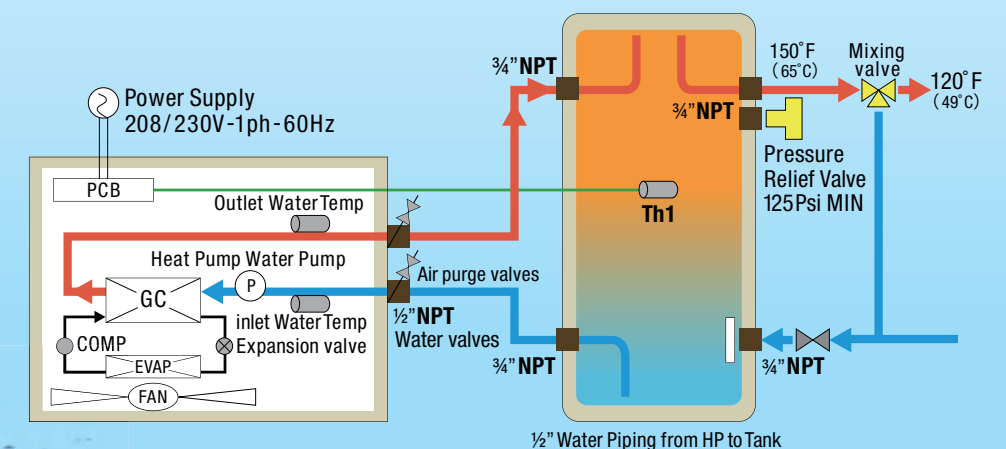


Longest and most comprehensive warranty on the market.



Technology – How It Works

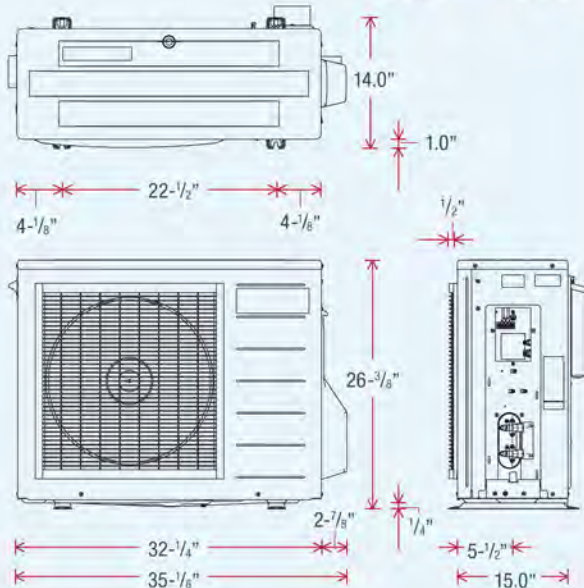
- The SANCO₂ Water Heater works like any other storage water heater with one exception. The tank is stratified rather than mixed.
- Cold Water connections are located at the bottom of the tank and Hot Water connections are at the top.
- The Hot Water stored in the tank is hotter than Mixing Valve for normal use in the home or building. The unit is supplied with a Thermostatic Mixing Valve that must be installed to temper the delivered water to fixtures.



SANCO₂ GEN₄ Specifications

Heat Pump

All dimensions displayed in inches.



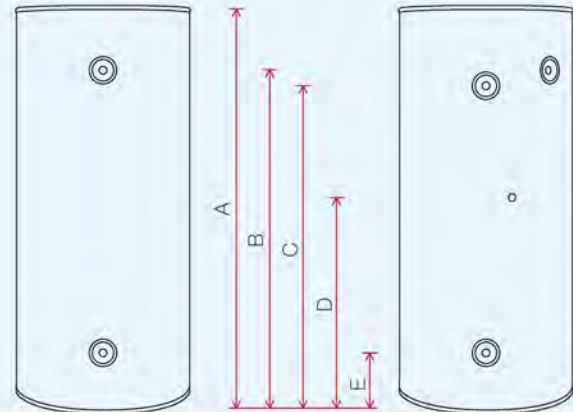
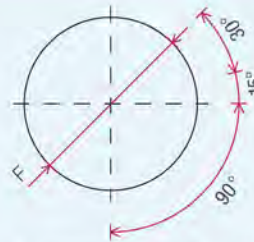
Outdoor Unit (Heat Pump) Model No. GS4-45HPC

Performance	43 Gal Sys	83 Gal Sys	119 Gal Sys
Uniform Energy Factor	3.1	3.75	3.4
First Hour Rating	69 gallons	115 gallons	135 gallons

Specifications

Water Temperature Setting	145 or 150°F
Ambient Air Operating Range	-25 to 104°F
Nom Heating Capacity (Btu/h)	15,400 Btu/h
Nom Heating Capacity (kw)	4.5kw
Heating COP @ 80/47/17°F	5.5 / 4.2 / 2.8
Refrigerant Type	R744 (CO ₂)
Power Voltage	208/230v-1Ph-60Hz
Breaker Size	15 Amps
MCA (Amps)	7.2 Amps
Compressor Type	Rotary
Noise Level (DbA)	37
Weight (lbs)	108lbs
Pipe Size (Tank to Heat Pump)	1/2" (Both Hot Supply & Cold Return)
Max Length inc Vertical Sep	66 ft
Max Vertical Separation	23 ft
Max Incoming Water Pressure	95 Psi

Stainless Steel Storage Tank*



Tank Model No:	SAN-43SSAQA	SAN-83SSAQA	SAN-119GLBK*
A Height	38-1/8"	68-7/8"	63-3/5"
B Hot Water Outlet & PR Valve	29-1/2"	60-1/4"	56"
C Heat Pump Return	29-1/2"	60-1/4"	60-1/4"
D Sensor Port	9-3/4"	40-3/8"	56"
E Cold Water Inlet / Cold Water to HP	8-3/4"	8-3/4"	4"
F Diameter	24-1/2"	24-1/2"	28"
Weight (lbs)	88 lbs	115 lbs	345 lbs
Tank Capacity (gallons)	43 gallons	83 gallons	119 gallons
Warranty	15 years	15 years	10 years*

Connection Sizes

Cold Water Inlet	3/4" NPT (1 1/2" SAN-119GLBK)
Hot Water Outlet	3/4" NPT (1 1/2" SAN-119GLBK)
Cold Water to Heat Pump	3/4" NPT
Hot Water Return from Heat Pump	3/4" NPT
Pressure Relief Valve Setting (Psig)	125 Psig

*SAN-119GLBK tank is a glass-lined steel tank with a 10 year warranty.

Note: Materials and specifications are subject to change without notice.

REV 02032021



For more information, please call 1-844-SANDCO₂ or email info@eco2systemsllc.com



Eco2 Systems LLC
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E-mail : info@eco2systemsllc.com
Website : www.eco2waterheater.com

475 HIGH PERFORMANCE BUILDING SUPPLY
foursevenfive.com 800-995-6329

RESOLUTION AUTHORIZING APPLICATION FOR GRANT

RESOLUTION NO. [2024-227](#)

This resolution is in support of the City of Yachats' application for the Local Government Grant from the Oregon Parks and Recreation Department (OPRD) for development of the Yachats River Estuary Walkway at Oceanview Drive between Beach Street and Highway 101 in the City of Yachats and delegates authority to the Mayor, City of Yachats, to sign the application.

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, The City of Yachats desires to participate in this grant program to the greatest extent possible as a means of providing needed recreation improvements and enhancements, and improved safety along the Yachats River Estuary between Highway 101 and Beach Street in Yachats; and

WHEREAS, The Yachats City Council has identified improvements along the estuary portion of Ocean View Drive as a high priority need in the City of Yachats; and

WHEREAS, the project will include construction of an ADA accessible walkway and viewing area and undergrounding of electricity; and

WHEREAS, The city hopes to improve safety at a dangerous portion of the Oregon Coast Trail within the city while providing an opportunity for trail walkers and visitors to enjoy the natural beauty and rich biodiversity of the Yachats River estuary; and

WHEREAS, the City of Yachats has available and shall provide local matching funds to fulfill its share of obligation related to this grant application should ORPD award the grant funds and

WHEREAS, the City of Yachats shall provide adequate funding for on-going operations and maintenance of this estuary walkway should ORPD award the grant funds; and

NOW, THEREFORE, BE IT RESOLVED, by the Yachats City Council:

- The City Council supports the submittal of a grant application to the Oregon Parks and Recreation Department for a walkway along the Yachats River estuary between Highway 101 and Beach Street in Yachats to provide safe passage along the Oregon Coast Trail while providing enhanced recreational opportunity.
- This resolution shall be effective immediately following its adoption by the City Council.

Passed by the Yachats City Council on the 21st of February 2024.

Craig Berdie, Mayor, City of Yachats

Rebecca (Bobbi) Price, City Manager, City of Yachats



Heart of the Community

YACHATS COMMONS

BIG ART SHOW

THIS WEEKEND

10am - 4pm



YACHATS RESILIENT CIVIC CAMPUS PLAN

*Community Renewable Energy & Resiliency Planning Project
Made possible with grant funding from the Oregon Department of Energy*

FEBRUARY 14, 2024

Prepared for the City of Yachats by:

GREEN URBAN DESIGN | FORAGE DESIGN + PLANNING | SOLARC ENERGY GROUP | PARADIGM ENGINEERING



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I. Executive Summary

A Civic Campus planning process was conducted by the City of Yachats to consider how renewable power could help prepare for hazard events and leverage improvements supporting community resilience. As part of an Oregon Department of Energy (ODOE) Community Renewable Energy Planning (CREP) grant, an extensive community engagement and facility assessment effort was undertaken to identify the community needs, priorities, and recommendations for emergency response, renewable energy, and resiliency. This plan presents resiliency recommendations at three scales: Citywide, Civic Campus, and Building. This framework includes priority projects to enhance resiliency, and a community vision, goals, objectives, guidelines, and criteria derived from the public process. Finally, the plan includes recommendations to leverage and enhance City organizational capacity and community partnerships that can translate to project implementation success.

A core focus of the project has been defining a renewable energy and storage project for the Civic Campus that improves power, communication, and access during and after a hazard event. These improvements can advance refuge and recovery in an emergency and support greater social and economic resilience for the entire city.

During a six-month planning process, design and engineering consultants performed extensive building energy and site assessments of Yachats' Civic Campus and "Essential Facilities", made recommendations about potential projects, as well as identified opportunities and improvements for renewable energy and energy resiliency. Throughout the process, the planning team worked closely with the City and community through a series of public engagement events, advisory groups, a vision and needs survey and other public engagement.

How Community Voices Shaped the Resiliency Plan

An Advisory Group oversaw the formation of the plan and included representatives from the business community, emergency preparedness committee, and other partners who use the Civic Campus. A community survey, public workshop and two open houses were conducted to provide information and solicit advice. This process is described in detail in the Community Involvement Section of this report (see Chapter IV, and Appendix G).

This outreach concluded that successful resilience projects should promote inclusivity with diverse partners supporting underserved or under-represented communities and other organizations on the Oregon Coast that include BIPOC equity outcomes in their mission and provide direct assistance, grant funding, and long term partnership opportunities with the City of Yachats.

As part of the project's equity strategy, a Relational Accountability Process (RAP) served as a valuable tool to assess and improve the effectiveness of the implemented engagement plan (See Appendix I Relational Accountability Process).

The planning process helped define a clear role and vision for the Civic Campus following a hazard event. In addition to power, the engagement process identified resilience improvements related to the use of the water system, communication, and access to materials and services. It was through this process that community input was received on how best to organize the Civic Campus to design renewable energy and resilience improvements that leveraged social and economic objectives the community desired within the Civic Campus. A valuable outcome was the opportunity to raise awareness about most likely hazards, and advance civic scale preparation. The process helped foster a resiliency mindset and created tools that could inform further master planning and design of the Civic Campus, possible policy actions, and additional funding and planning efforts to increase resiliency and socio-economic benefits for the whole community. (See Chapters VI - X. plan elements, implementation, and priority projects).

Building on Existing Emergency Response Planning

The Yachats community is active in many aspects of emergency response. This includes a City recognized Emergency Preparedness Committee, installation of emergency supply caches, monitoring and participation in the Lincoln County Hazard Mitigation Plan. In addition the City maintains education resources on the City's website as well as the Emergency Response Plan. The most recent Drinking Water Protection Plan also addresses a wide range of hazards and events that communities have hosted such as emergency planning festivals to raise awareness. While the City and volunteers are highly engaged in this important planning work, the Civic Campus planning project identified new opportunities to improve resiliency. Notably, improvements in building and infrastructure resiliency on the Civic Campus, additional signage and wayfinding, enhanced visitor communication at hotels and vacation rentals, and ongoing training were all identified as important efforts to enhance and strengthen the preparedness of the City. These improvements serve local residents who have good knowledge of trails, meeting points, and services provided by the City. They also increase awareness for non-local workers, visitors and tourists about where to go and how to respond during other types of events.

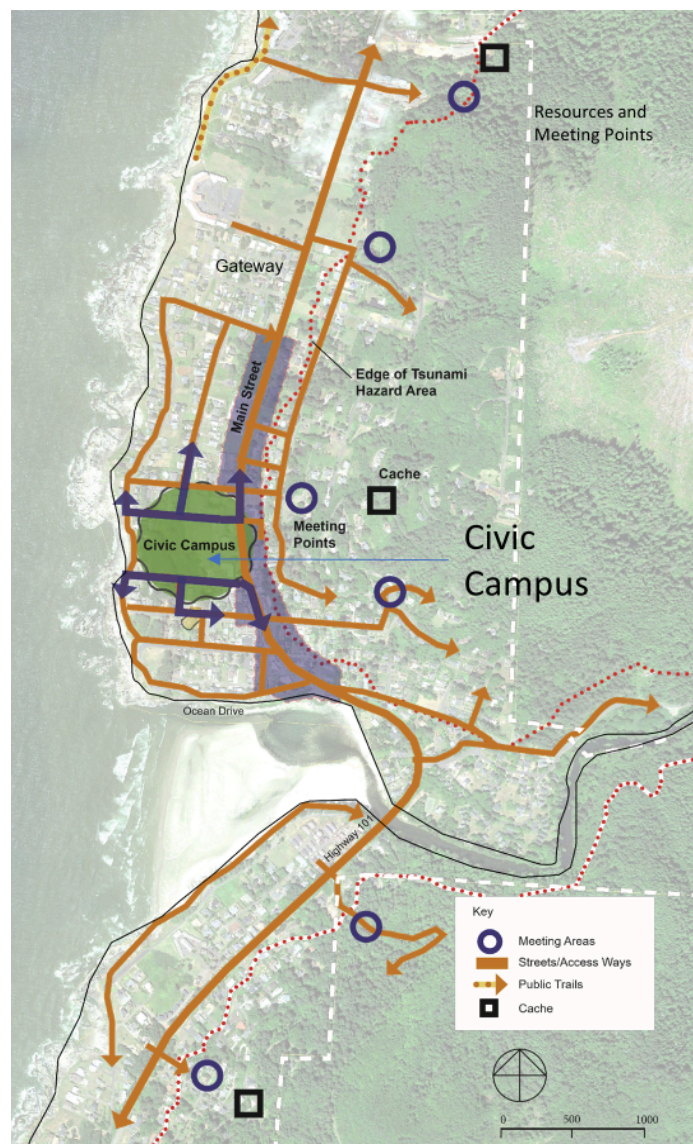


Figure 1. Access Routes, Meeting Points, & Emergency Supply Caches

This plan expands recommendations for strengthening the City's critical facilities to provide refuge and resiliency. It also documents community goals and thinking about essential needs for power, access, and communication on the campus and for resiliency citywide. Further, the process helps raise awareness and increase planning for many types of frequent natural hazard events such as smaller Cascadia events, drought-aggravated wildfires, severe winter storms, and landslides that could significantly disrupt energy systems.

Role of Edges in the Civic Campus

Through the planning process, a resiliency framework was developed that identifies renewable energy projects in the North and Southeast edges of the campus to support resilience. Assessing how community goals, design opportunities, site features, and building functions providing everyday uses are supported by the Civic Campus edges demonstrates where deficiencies in resilience may be overcome. This creates a new decision-making tool for evaluating building and infrastructure improvements on the Civic Campus. Ultimately, this process and tool invites bigger picture resilience thinking both at the building, Civic Campus and even Citywide scale that can be leveraged in future comprehensive planning.

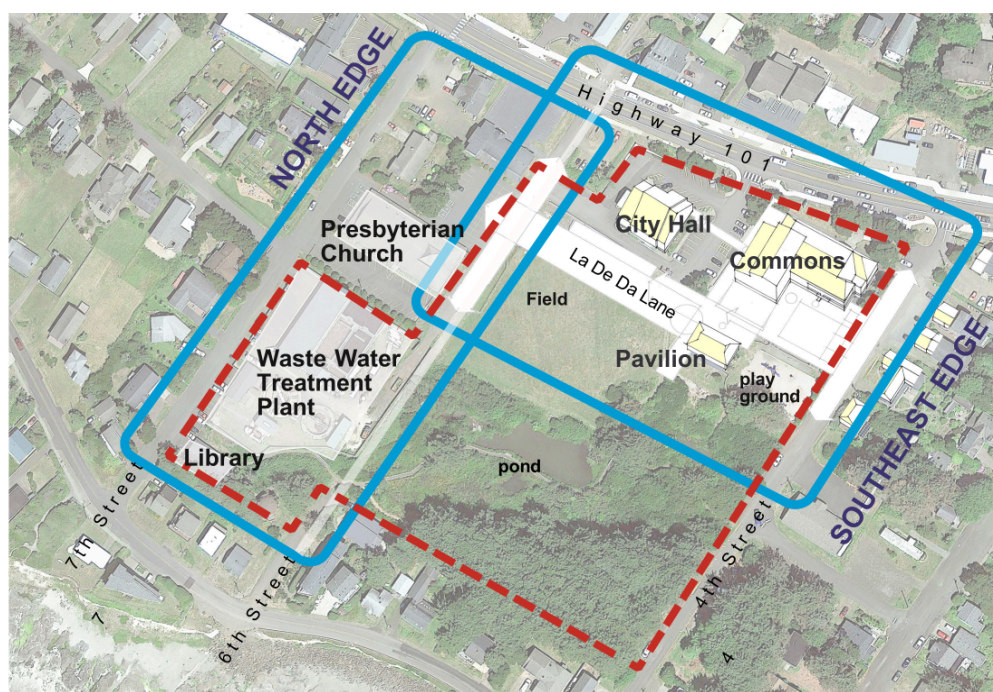


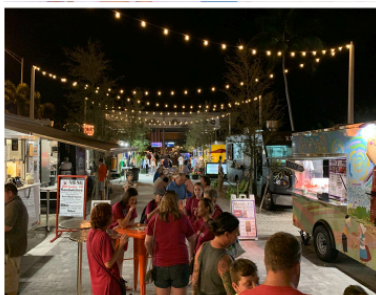
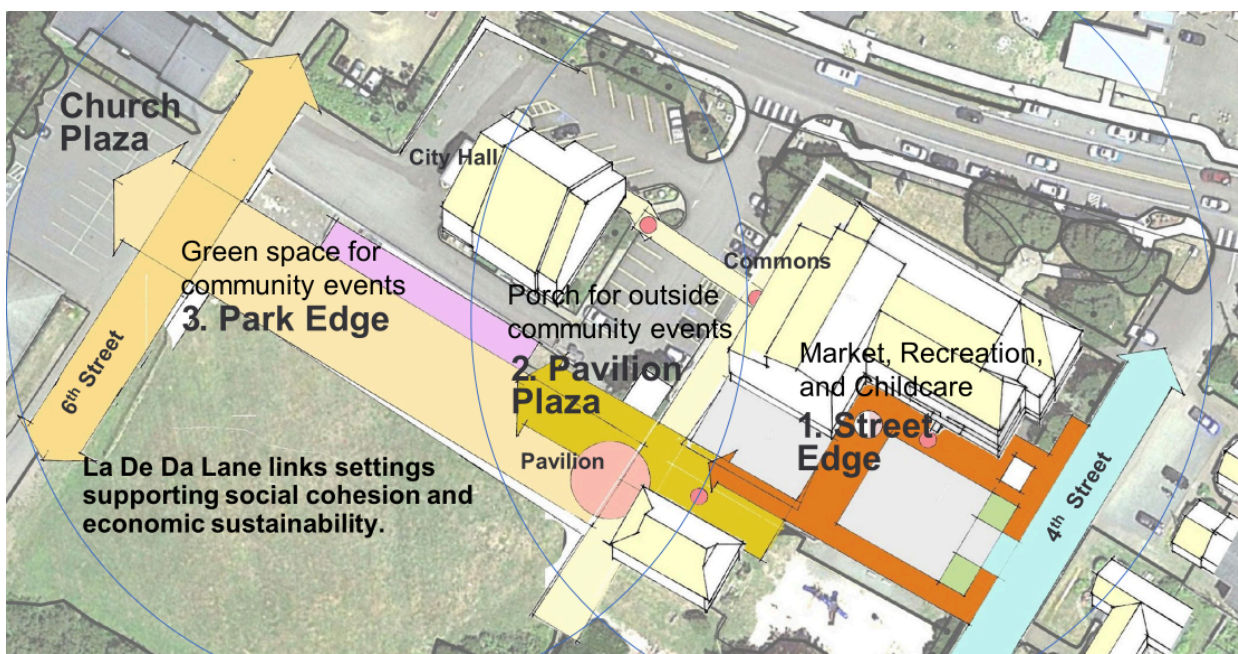
Figure 2. The project assessed the Civic Campus buildings and site. Its North and Southeast Edges have diesel generators to sustain critical functions during a power outage. The Southeast edge was determined to be where early renewable power and battery storage investments could secure improved resilience as envisioned by the community.

Civic Campus Assessment

A more extensive current understanding of frequent natural hazard events that could significantly disrupt energy systems include smaller Cascadia events, drought-aggravated wildfires, severe winter storms, climactic heat events, and landslides. Facilities in the North edge of the Civic campus include Public Works, WasteWater Treatment Plant, Public Library and the Presbyterian Church which contains a school, food bank, houseless services, and short stay housing pods. The North Edge has the opportunity to connect these uses to the WasteWater Treatment facility emergency generator and power all facilities during a hazard event. This system can be augmented with renewable energy and battery storage to reduce demand for carbon based emergency generator fuel sources. Facilities in the

Southeast edge are reasonably located to survive these more frequent hazard events largely intact. This edge already functions as the central gathering spot in Yachats. It is known, accessible, and can provide both shelter and refuge, as well as serve as a communications command center. The primary deficiencies relate to limited back-up power systems. This plan outlines a path for implementing physical and organizational improvements that address these energy system deficiencies, enhance sustainable development in Yachats, and contribute to the continuing and vital nature of the Civic Campus on the North and Southeast edges of the campus..

Through engagement with the community and assessment of the Civic Campus buildings, the City Hall, Commons, and Pavilion were identified as critical locations where a command center and refuge are high priorities and where backup power can be supplied with renewable energy. It is also a place where investments can support economic vitality downtown and enhance cultural events that are critical to the community cohesion which support community resilience.



1. Street Edge



2. Pavilion Plaza



3. Park Edge

Figure 3. A framework that connects the north and southeast edges of the Civic Campus creating a focus for civic life while providing a refuge following a hazard event along La De Da Lane.

Role of the Priority Renewable Energy & Resiliency Project

With guidance from the Yachats Resilience Civic Campus Plan Advisory Committee, the plan identifies a priority project that establishes the electrical infrastructure needed to connect the Pavilion, City Hall, and Commons and to share renewable energy generation and back-up power up to 87% of the power need for these buildings on a yearly basis. This project addresses gaps in back up power on the Southeast edge of campus and aligns with essential service buildings that are most able to provide for refuge and recovery services in an emergency event. The priority project includes batteries and diesel generators to support power demand during the winter, when access to solar energy is limited. Citywide investments that anticipate power outages, communications, access to caches, water, medical care, and hygiene facilities were identified for subsequent resiliency planning beyond the scope of the initial project. Emergency caches were discussed frequently during the process, and a concern is ensuring these are located outside of landslide areas to maintain safe access. Further discussions have included connection to durable power and improving environmental conditioning to preserve the useful life of contents.

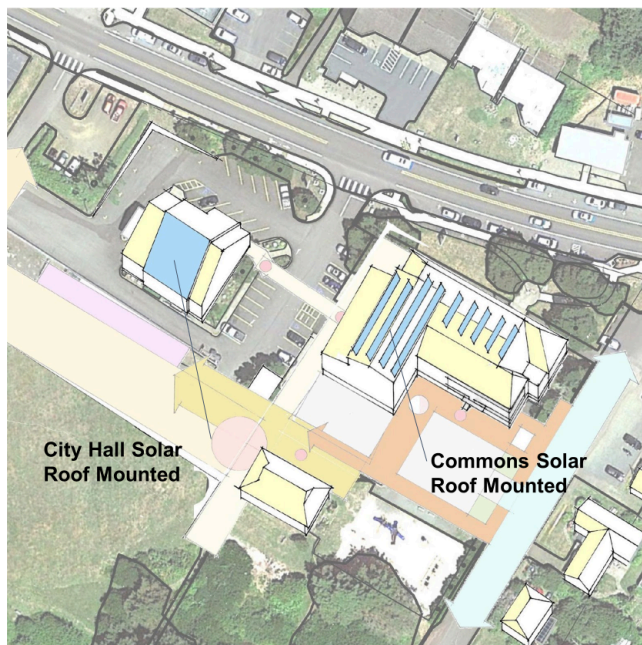


Figure 4 Priority Project 87% of Power Need

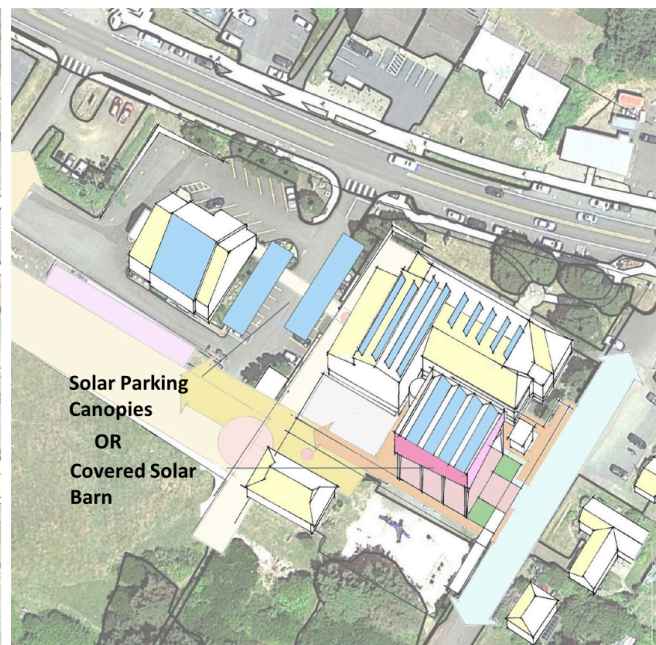


Figure 5 Subsequent Project 100% of Power Need

An initial recommended priority project has been defined and documented in some detail both within the plan and with further technical support in the appendices. This project interconnects the electrical systems of all three facilities in the Southeast edge, upgrades existing electrical panels and generator in the Commons, implements energy efficiency measures in the buildings, and installs a solar photovoltaic system with battery storage to serve the entire edge with renewable energy. This initial project is recommended as a viable project to submit for subsequent grant funding. It is anticipated to provide up to 87% of the annual electricity needs of the Southeast Campus edge and to work in conjunction with the existing generator to provide adequate back-up power during an extended power outage. Solar panels would be installed on rooftop areas of both the City Hall and Commons buildings. With an interconnected Pavillion, all three facilities can function to share power and support the community during an extended power outage. The location of batteries was an important discussion given storage space in the Commons is at a premium.

The implementation of this plan advances a network of improvements that enriches the community and provides resilience and refuge in hazard events.

Resiliency is not a single point in time, but an ongoing process to establish foundational infrastructure, and build capacity through people, plans, projects, and partnerships. The Civic Campus is one vital element of the City's emergency preparedness and resilience. As there are many demands for Capital funds for projects in the City, using this plan assures that the full value of the Civic Campus is returned to the community as a resource and refuge during a hazard event. The value of the projects that comply with this plan can be compared with other priorities in the City during successive budget planning activities. This plan identifies and recommends an initial priority project, and a number of possible subsequent projects to realize the resilience plan's purpose. It also provides a roadmap and process framework to navigate changes in budgets, grant funding opportunities, and community goals.

The needs and ideas originating from the community are incorporated into the assessment, planning, and implementation elements of this plan. It is intended as a tool to help consider good ideas, plan improvements, and build partnerships to advance investments for resilience in Yachats citywide. Appendices are referenced providing back up information supporting the plan elements.



Figure 6. Existing City Hall, Kiosk, EV Charging Station located at the intersection of 5th Street and La De Da Lane.

“Resilience doesn’t just mean emergency planning. Resilience comes from the sustainability, economic vitality, and health of our Community “

– Heard During Open House 1



II. ACKNOWLEDGEMENTS

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Neal Morphis, City Clerk
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III. INTRODUCTION

Project Overview

In May 2023, The Oregon Department of Energy (ODOE) awarded the City of Yachats a \$100,000 Community Renewable Energy Project (CREP) planning grant. This grant funded a process to identify needs and priorities that support a more resilient Civic Campus. The following plan describes what was learned during the site and facility assessments, and the planning and community engagement process. The plan also identifies both Citywide and Civic Campus priorities and provides a guide for subsequent City policy action, grant funding, and physical improvement.

Over six months, beginning in August 2023, the design and planning consultants performed extensive facility assessments of relevant City of Yachats facilities. During this same time period, a series of public engagement outreach efforts were organized including advisory groups, public surveys, and three large public meetings - a workshop, an in-person open house and an online open house. Assessment findings combined with information collected during public outreach has translated to recommendations about potential future projects that are presented within this plan, along with documentation of the underpinning findings and outreach feedback.

This plan summarizes:

- Priorities to promote resilience at three scales – citywide, Civic Campus, and individual buildings.
- Frameworks to make decisions about renewable power generation and energy storage projects that align planned improvements with identified Civic Campus recommendations.
- Project opportunities to invest in building durable power generation system projects such as photovoltaic systems, battery storage, and supporting electrical system infrastructure upgrades, that enhance the current systems that rely solely on utility power and limited diesel generator back-up.

Project Purpose

This ODOE Community Renewable Energy Planning (CREP) planning project defines potential renewable energy and storage projects for the Civic Campus. These projects will support community resilience in power, communication, and access during and after an emergency or hazard event. Included is a framework to identify and evaluate future projects. A key deliverable is a recommendation for a priority, near-term project that qualifies for construction grant funding by ODOE. Specifically, this CREP planning grant for a “Resilient Civic Campus” project provided support for:

1. **Technical studies** for building and site energy analysis.
2. **Planning to provide renewable power and hazard preparedness** to reduce risks.
3. **Community involvement** to identify priorities, needs and criteria for decision-making.
4. **Planning and selection of a renewable energy project** for a Phase 2 - \$1 million ODOE construction grant.

Planning Process

The planning process leveraged a resiliency framework that identified renewable energy projects in the North and Southeast edges of the campus that would fill gaps where resiliency and refuge were needed. The process also considered community goals and design opportunities to connect important site features and functions for everyday use and increased emergency response, and developed new decision-making tools and criteria for evaluating building and infrastructure improvements. The table below provides an overview of the activities to develop this plan and ultimately, a first priority project.



Figure 7. The planning process was structured and executed to identify community-oriented criteria that should be considered for emergency preparedness that promotes resilience. Appendix D Criteria for Renewable & Resilient Energy Facilities outlines the evolution of detailed criteria for selection of priority energy improvements.

“Yachats is in a very isolated location that is vulnerable to disasters like we are seeing more and more all over the world. This project can make us safer and more secure.”

– Rick Sant, Yachats Interim City Manager

How to Use this Plan Document

Using this plan can supplement and complement local social and economic outcomes that promote resilience in the City of Yachats. This plan represents aspirations, ideas, and actions collected during the community engagement processes and deliberations with the Advisory Group. It is organized into a plan document that can be used to guide decision-making on future Civic Campus projects that support resiliency. As projects are imagined to be placed on the Civic Campus, this plan can be a reference point to leverage renewable energy infrastructure, respond to community aspirations, and balance competing goals for limited financial resources. Using this plan as a contributory decision-making tool, the Civic Campus can achieve its full potential overtime as each project is considered, located, funded, designed, constructed, and operated. Please see: Section VI and Appendix D Final: Criteria for Renewable and Resilient Energy.

Generalized steps to use this plan as a decision-making tool would involve the following.

1. Consider how a potential project supports Citywide, Civic Campus, or Building Scale Energy and Resiliency Criteria.
2. Respond to applicable objectives, goals, and guidelines in section VI to determine if there is a link between scales that might leverage social and economic outcomes that support resilience on the Civic Campus.
3. Consider how the sustainability concepts and strategies (shown in Figure 26) may support additional resiliency
4. Consider how the project reinforces the concept for public spaces linked along La De Da Lane which connects North and Southeast edges.

IV. UNDERSTANDING PEOPLE & PLACE

Civic Campus Context & Conditions

Yachats is a small coastal town near the Southern boundary of Lincoln County. Similar to many of Oregon's coastal communities, Yachats is bisected by Highway 101 with the Pacific Ocean to the West and its Coastal Range geography starting immediately to the East. Yachats is also bisected North and South by its river and small tidal basin of the same name. The Siuslaw National Forest of over 630,000 acres surrounds the community to the North, East and South.

Yachats is a beloved and picturesque city. The area is host to many natural resources, public trails and cultural sites. The Yachats name (pronounced YAH-hots) is derived from a mix of local indigenous words that most likely mean “where the trail leaves the beach.”¹ Its small village with dramatic coastal scenery is a popular destination spot for tourists seeking adventures, and its downtown hosts many unique restaurants, shops, galleries, ocean viewpoints, and greenspaces all connected through a comprehensive trail system. It is a community that recognizes its history and the value of this place on the coast to serve the many people who rely on it for family, social events, childcare, employment, recreation, and as a refuge from hazard events.

¹ Yachats Chamber of Commerce website.



Figure 8. City of Yachats is located between the Pacific Option and the Siuslaw National Forest. Yachats provides services to the inland community up the Yachats River and serves as a gateway to Cape Perpetua. Cape Perpetua is a large forested headland projecting into the Pacific Ocean on the central Oregon Coast managed by the US Forest Service.

Yachats is also the location of the brutal displacement of the indigenous people from the coast to internment facilities that were located within the City boundary. The City and the Tribes of the Coos, Lower Umpqua, and Siuslaw Indians and the Confederated Tribes of the Siletz Bands continually work to recognize these historical injustices while maintaining collaborative relationships to build trust and respect. Being mindful of this history, the planning process considered opportunities to foster both energy resilience and cultural resilience. A goal that was identified in the engagement around new facilities was to encourage creative ways to build on current reconciliation efforts. Resilience oriented design features foster greater awareness and social cohesion with broader educational signage about emergency preparedness and respectful interpretive information describing the historic people and culture in this place will make spaces that are welcoming to all.

The central focus of this renewable energy and resiliency planning project is the 15-acre Civic Campus located in the figure below. This Civic Campus is bordered on the East by Highway 101, on the north by 7th Street and on the South by 4th Street. The campus is at the center of the business district with shopping, restaurants, lodging and recreation all within walking distance. This area includes the City Hall, public Library, WasteWater Treatment Plant and public works facilities, Community Presbyterian Church, Park Pavilion, community park with wetland and boardwalk of trails, and a Community Center (Yachats Commons). The latter is a shared social, childcare, meeting space and performance venue.

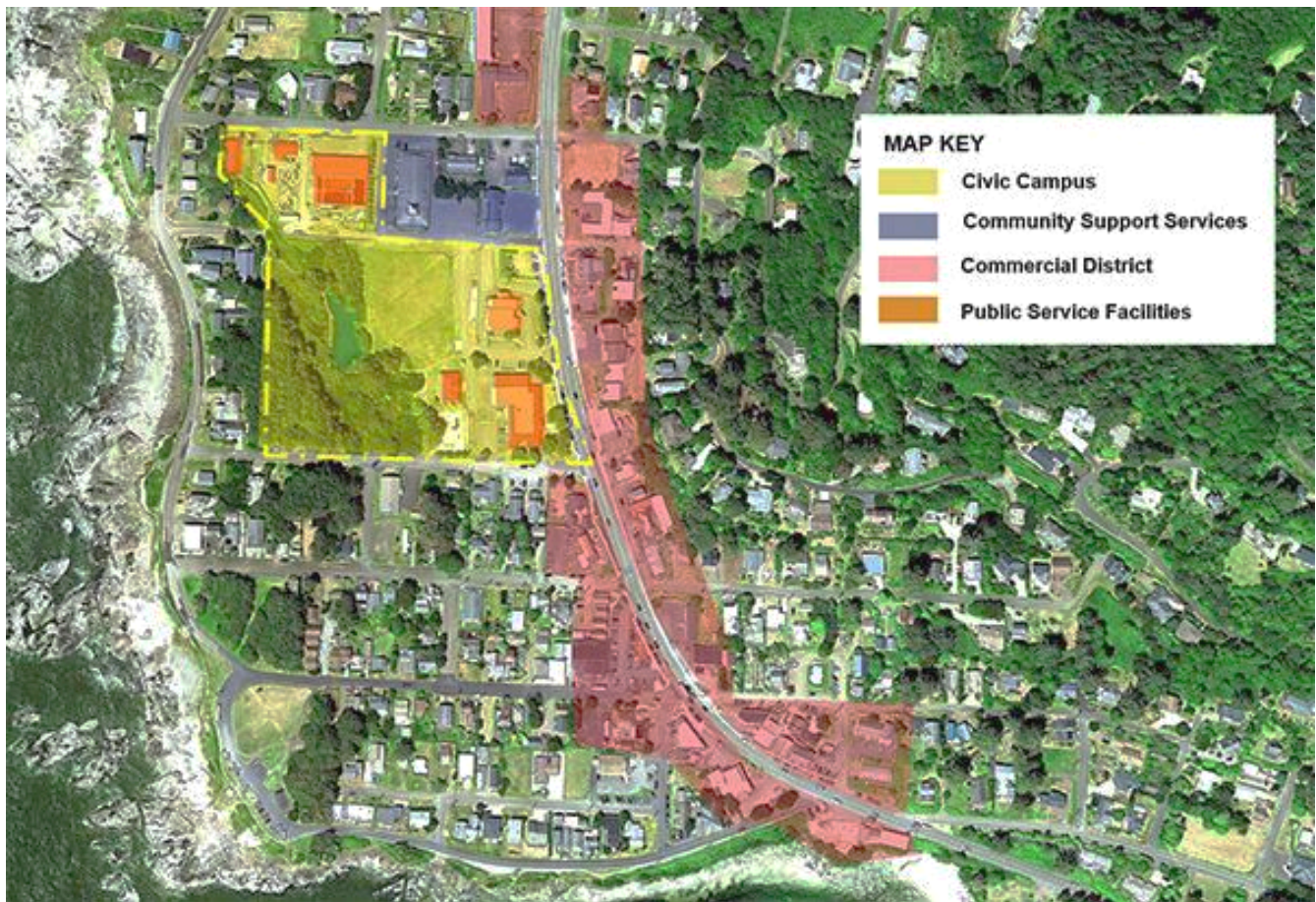


Figure 9. Site is located adjacent the central business district and serves as the center of social life in the City of Yachats

The civic buildings - City Hall, Commons, WasteWater Treatment Plant and the Library - all have designated roles that are critical to respond to emergencies and hazard events. The adjacent Presbyterian Church is a private facility that also supports key community resilience activities such as providing sleep and hygiene facilities for the homeless population, providing educational support for home-schooled children, and a community food pantry. With so many critical facilities in the heart of downtown, the Civic Campus is well-positioned to function both as refuge during hazard events and as the organizational hub for emergency response and recovery support.

Yachats Hazards and Emergency Response Activities

Citywide Context: Resiliency & Emergency Response

Yachats serves as a local center of essential services within Lincoln County's disaster response during hazards. Like other coastal towns, Yachats experiences frequent winter storm events causing intermittent power interruptions and road closures that limit communication. As a small town, it is less likely to receive assistance earlier than larger cities, especially during a major event that could extend power outages.

The Central Lincoln PUD (CL) transmission line continues past Yachats to Florence. The CL Newport office service area extends to Heceta Head – approximately 15 miles further south of Yachats. From

there the CL Florence office picks up repair service. Cape Perpetua is a natural area located along US 101 between Florence and Yachats which is often closed to vehicle traffic due to fallen trees and earth slides. Yachats is highly vulnerable to power outages, delays from maintenance repair crews originating from Newport during severed connections north of the City, as well as disruptions to access southward through Cape Perpetua. These periodic power outages are considered part of normal life at the Coast yet put a strain on community resources and the most vulnerable members of the community.

The Civic Campus was selected as the primary focus of this resiliency planning project because so many of the area's "Critical Service Facilities" are centrally located within the campus. Additional essential emergency response support is provided through the Yachats District Fire Station, tsunami evacuation routes and community meeting points, and disaster response caches with storage of supplies, food, and equipment. The Emergency Preparedness Committee has identified that two existing disaster response caches need replacement due to age, and new caches, as well as more frequent and accessible locations, have been deemed necessary to protect the community more fully in case of a catastrophic event. Further, a need for community gathering points on both the north and south side of the bridge has been identified and water, food and power needs to be reliable at these gathering points, as they will become the assembly place during a tsunami event.

Yachats has an extensive trail network that is well known to local residents for access to refuge and higher elevation meeting points if roads are not passable. These trails may not be as familiar to tourists that flock to Yachats for its coastal amenities, natural resources, small village charm, and abundant cultural events. While there is extensive tsunami wayfinding signage for motorists and non-motorists, there is less information about other potentially more frequent hazards as well as information about where and how to receive safety information, shelter and assistance. Given the average age of residents in Yachats, many cannot use the trails system and will be in need of assistance. A key preparedness strategy will be to expand awareness and information through travel and tourism bureaus, hotels and short term rentals, wayfinding signage, training and upgraded facilities to increase resiliency preparedness and make residents and visitors more secure in an unplanned event.

Campus Context: Central location for Community Access, Activities & Services

The Civic Campus is located in the heart of Yachats' central business district. There are many local multi-generational activities that occur on the Civic Campus and this is where residents know they can come during an emergency for power, information and services during a hazard event.

On its Southeast edge, the Civic Campus is a hub of community life with regular festivals and events held at the Commons which houses a child care center for [Yachats Youth and Family Activities Program YYFAP](#), a well used multipurpose room, and meeting spaces for City commissions. This is where children need accommodation during a hazard event who have been dropped off at (YYFAP). If their parents do not work or live in Yachats they may become stranded and remain under the care and supervision of YYFAP during a hazard event.

The Southeast edge features a beloved public park with large green space, walking paths and wetland trails, playground, Pavilion and Commons building. The City Hall (also known as the "501 Building")

provides public services, city offices, and is the location for a central command center in times of emergencies. Along 4th Street the City hosts a regular farmers market and the Commons and Pavilion become a hub of activity at different times throughout the year with many festivals and events.

The North edge has a public library, and WasteWater Treatment Plant. Nearby church facilities also provide emergency response and houses a small emergency housing pod of pallet homes for houseless individuals. The WasteWater Treatment Plant has the opportunity to fill a separate resiliency need in the Community that connects buildings on the North edge of the campus to emergency generator power. Having a service voltage of 480 volts and a large backup generator makes the plant the logical location for charging of electric vehicles for the City as well as charging of portable battery packs that can be employed at a variety of locations in the Community. In this scenario, the WasteWater Treatment Plant can extend service from its emergency generator to the library and Presbyterian Church. In this new configuration, the North edge can play a significant role in providing power to essential water distribution services, social services in the Church, and provide a refuge in the Library during a hazard event. It was not identified as the priority project because the City is not currently in the position to invest in electric vehicles and larger scale inverter and battery systems are still in the development stage.



Figure 10. The Campus has a diverse mix of uses and activities that form an important social hub for the community.

Building on Existing Emergency Response Planning

The Yachats community is active in many aspects of emergency response. This includes a City recognized Emergency Preparedness Committee, installation of emergency response caches, monitoring and participation in the Lincoln County Hazard Mitigation Plan, and many resources on the City's website, including an Emergency Response Plan. The most recent Drinking Water Protection Plan also addresses a wide range of hazards, and communities have hosted emergency planning festivals to raise awareness. While the City and volunteers are highly engaged in this important planning work, the campus planning project identified opportunities for even greater impact. Notably, improvements in building and infrastructure resiliency, additional signage and wayfinding, enhanced visitor communication at hotels and vacation rentals, as well as ongoing training were all identified as important efforts to enhance and strengthen the preparedness of the City overall. Local residents have good knowledge of trails and meeting points and services provided by the City but visitors and tourists may be less prepared to know where to go and how to respond to other types of events.

Most frequent hazards involving power outages in and around Yachats are anticipated to include:

- Drought and Fire Induced Power Outages
- Windstorm Induced Power Outages
- Landslide Induced Power Outages
- Overtaxation of the power grid during extreme heat events

These disruptions have been determined to involve increasingly longer outages to power.

The engagement process established a planning goal to prepare for a three month power outage during the season when there is the lowest solar energy collected. If a large hazard event occurs at this time the City will have capacity to provide power, heating, cooling and water from the Civic Campus with very limited use of the diesel fuel emergency generator. In the event of a serious extended power outage such as a major earthquake, it is likely that Yachats would regain electrical service only after the larger cities in the utility service area are operational. If the major hazard event were to occur in the summer, such as forest fire, the Civic Commons should be able to generate all power (cooling included) needed for buildings that are connected.

The Emergency Preparedness Committee has been grappling with the existential Cascadia Seismic event to locate powered emergency supply caches above Highway 101. They are anticipating how to recover from a 1,500 year seismic event that would produce a 9+ magnitude earthquake followed 15 minutes later by a large tsunami which would wash up approximately 30' above Highway 101 at 6th Street.

As part of coordinated regional emergency and hazard response planning, the City of Yachats adopted an Addendum to the Lincoln County Multi-Jurisdictional Natural Hazard Mitigation Plan (NHMP). This represents a five year plan to address hazard events through December 2025. This plan was developed by the City of Yachats NHMP Steering Committee (2020) and this plan includes Figure 11 highlighting most likely hazards

This plan elevates Top Tier Hazards ranked in the following order shown in the matrix shown below.

Table YA-2 Hazard Analysis Matrix – City of Yachats

Hazard	Maximum				Total Threat Score	Hazard Rank	Hazard Tiers
	History	Vulnerability	Threat	Probability			
Drought	20	50	100	70	240	#1	Top Tier
Windstorm	20	50	100	70	240	#1	
Landslide	20	40	100	70	230	#3	
Winter Storm (Snow/Ice)	18	40	100	70	228	#4	
Earthquake (Cascadia)	10	50	100	49	209	#5	
Tsunami (Local)	2	50	100	49	201	#6	Middle Tier
Flood (Riverine)	20	35	50	70	175	#7	
Wildfire	10	35	70	56	171	#8	
Flood (Coastal)	20	25	50	70	165	#9	
Coastal Erosion	20	15	50	49	134	#10	Bottom Tier
Earthquake (Crustal)	10	20	40	42	112	#11	
Tornado	8	10	30	56	104	#12	
Tsunami (Distant)	10	15	30	35	90	#13	
Volcanic Events	2	5	40	7	54	#14	

Source: City of Yachats NHMP Steering Committee (2020)

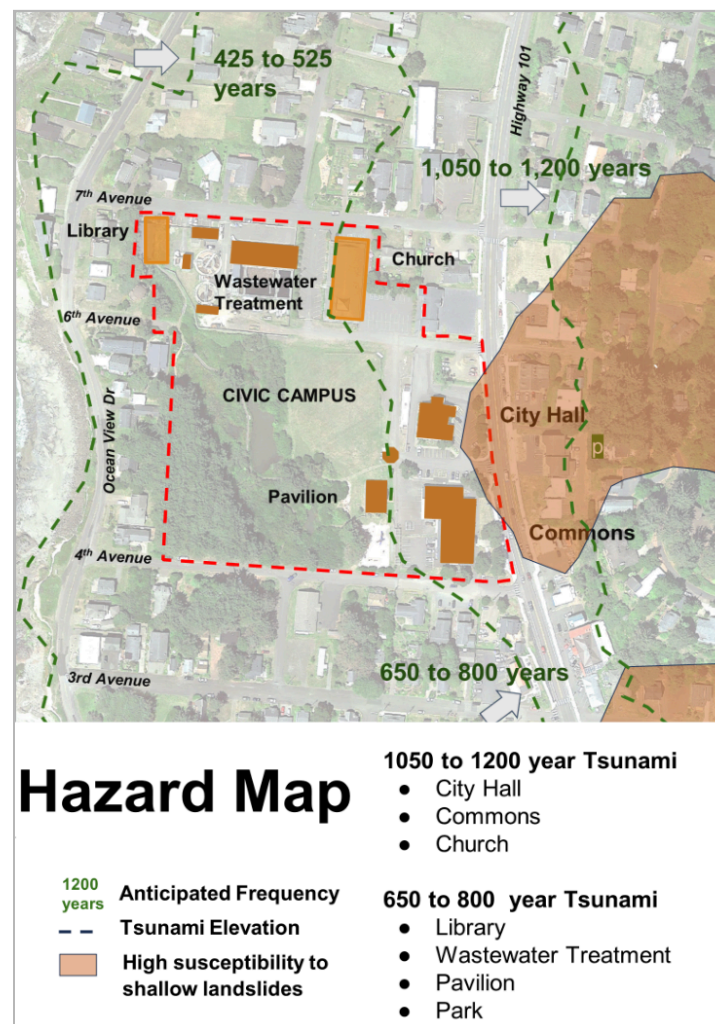
Figure 11: Hazard Matrix. City of Yachats Addendum to the Lincoln County Multi-Jurisdictional Natural Hazard Mitigation Plan, adopted on January 25, 2021. [Volume-II Yachats Addendum-PDF Lincoln County.](#)

Facilities in the Civic Campus are well-positioned to provide a refuge:

1. **from anticipated seismic** event frequency within 425 to 525 years up to a Cascadia magnitude 8.9 earthquake.
2. **from anticipated landslides.**
3. **from fire.**
4. **with emergency power** as provided currently in both the Commons and the Wastewater Treatment Plant. Reliability of these facilities can be improved with photovoltaic panels, battery storage, and increase in fuel storage.
5. **with cooling stations** during anticipated heat waves.

See Appendix C. Hazard section, for additional information.

Figure 12: Further analysis during the community engagement process determined that the east side of the Civic Campus is outside of the zones where hazards most frequently occur.

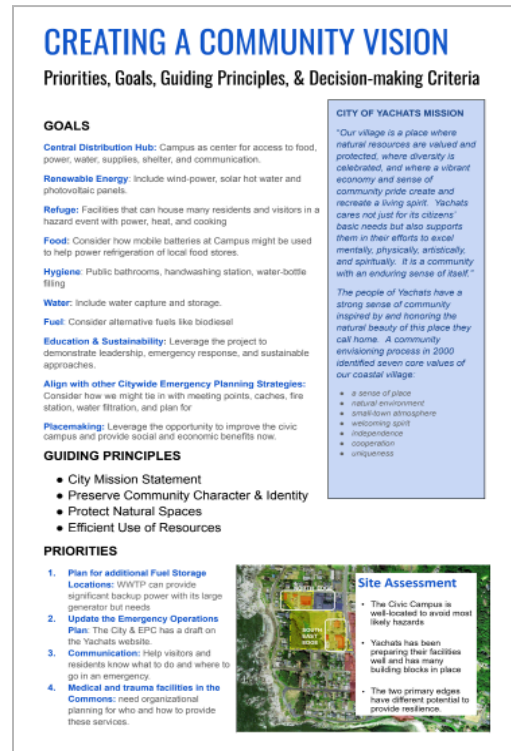


Policy and Planning Context

Understanding and shaping the approach first considered the site context and conditions as well as the role of the Civic Campus for resilience in relation to the City of Yachats as a whole. It also considered: existing City policies, vision and goals, related mapping of hazards and emergency plans, cultural history and recent or planned City projects.

Policy and planning documents consulted in the process of developing the Resilient Civic Campus Plan and projects included the following:

- [2019 City of Yachats Comprehensive Plan](#)
- [Yachats Addendum to Lincoln County Hazard Mitigation Plan](#)
- [Yachats Area Strategic Plan \(1996\)](#)
- [Yachats Park Master Plan](#)
- Parks & Commons Survey responses
- 2023 Parks Plan Request for Proposals (RFP)
- [Yachats Emergency Operations Plan](#)
- [Capital Improvement Plans \(CIP\)](#)
- View the Future (VTF) Vision & [Cultural History](#)
- Hazard mapping & risk index
- [Yachats Evacuation Routes](#)
- [History of the Yachats Community Park & Wetlands \(2015\) Commons Policy Manual \(2019\) Oregon Resilience Plan \(2013\)](#)



**Figure 13: Vision, Goals & Priorities
Poster from the 11/16/23 Open House**

Policies, Projects, and Plans. The plan drew from the Yachats Vision Statement in the Yachats Strategic Plan, referred to key hazards in the Lincoln County Hazard Mitigation Plan, referenced maps from Yachats evacuation routes, and considered current planning and Capital Improvement Projects in and around the Civic Campus. These projects included the Skate Park, La De Da Lane Paving project, Parking Management Plan, as well as potential expansion of the Commons, Library remodel, and Chamber of Commerce transportation improvements. Appendix C: Community and Project Parameters, lists key policies from the Yachats Comprehensive Plan that relate to the goals and issues in the planning of this project.

The Community Renewable Energy Planning Grant project strongly reinforces and implements the goals, actions, and policies of the Comprehensive Plan, most notably:

- *Goal D. Conservation of Energy*
- *Goal E. Protection from Natural Hazards and Disasters*
- *Goal I. Provide Adequate Public Services*

Such policies reinforce the priorities found in survey results and community meetings for recommended integration of interpretive signage that would highlight renewable energy and sustainability, communication materials for the public, installation of renewable energy on existing and

new facilities (e.g. new solar canopies), as well as creating new guidelines for development such as those proposed in Chapter VIII. Design Concepts & Projects. Under Goal D. Conservation of Energy, Policies D1-2 specifically state:

- 1. The City shall encourage future developments to use energy efficient design, siting and construction.*
- 2. The City shall encourage non-polluting alternative energy sources such as solar, wind and wave power.*

Under *Goal I. Provide Adequate Public Services*, the Yachats Comprehensive Plan specifically references providing efficient essential public facilities and services to accommodate storm drainage, public safety, and emergency services - which align with recommendations for stormwater improvements, and creating spaces for emergency refuge and recovery. Policies 1-3 under Goal I specifically align with creating a coordinated emergency response plan and preparedness approach.

- 1. The City shall plan, develop, implement and monitor a comprehensive emergency preparedness and disaster response plan in cooperation with appropriate emergency agencies.*
- 2. The City shall place a high priority on the rapid and effective identification of properties by public safety personnel and emergency response agencies.*
- 3. The City shall investigate the feasibility and desirability of increasing the number of public restrooms.*

Goal I, Policy 3 also aligns with needed facilities that can aid in addressing emergency shelter and hygiene capacity needs. Review of the Parks and Commons Survey responses and the results of the survey for this project further reinforce a strong desire for adding restrooms at the Civic Campus.

Conceptual designs for renewable energy projects include improvements such as restrooms, information kiosks, cisterns for rainwater capture and reuse, and swales that can reduce flooding and oversaturation of park green spaces. These improvements can be considered as new water, sewer and power improvements are made on the campus that can support day to day use for residents and visitors and increase efficient emergency response in a hazard event. For conceptual examples of how these improvements could support existing policy and community goals, see Sustainability Strategies (Figure 26) on page 35, and concept for “Locating Improvements along La De Da Lane” (Figure 34). These design ideas relate to future planning work considered in the Parks Plan Request for Proposals (RFP) scope of work which also includes goals to address stormwater, placement of furnishings, and signage and lighting. The latter was frequently cited as a goal and was a high priority of respondents in the Resiliency Vision & Needs Survey (see Appendix H).

Background research also considered visioning, land acknowledgements and cultural history by the nonprofit View the Future (VTF). VTF’s website documents the indigenous communities of the area and goals for preservation of the area’s natural resources. Being mindful of this history, the planning process considered opportunities to foster both energy resilience and cultural resilience. A goal identified in the engagement around new facilities was that spaces should be welcoming to all and to seek creative ways to build on current reconciliation efforts. Ideas that were generated included working with local indigenous artisans to integrate cultural art and crafted structures if a new solar canopy structure were designed, and that demonstration of sustainable design features could also help foster greater social cohesion by including respectful signage that with interpretive information about the people and cultures in this place in the past, the present and future.

Community Involvement

The process to engage the Yachats community included extensive outreach efforts which are detailed in Appendix G. Most significant among these were three large public meetings (one workshop and two open houses). Outreach also included creation of a project webpage hosted on the city site, press releases, local news articles, fliers and posters distributed at local businesses and bulletin boards as well as social media, and a community visioning and priorities survey.

Stakeholder Engagement

Two project-specific stakeholder groups were assembled in addition to the design and planning team. Roles and responsibilities of each are listed below.

- **Project Management Work Group.** Collaborated on project planning, advising on project approach, stakeholder engagement, outreach, and related planning processes. Participants included the City Manager, Grant Manager, City Clerk, and two Planning Commissioners.
- **Stakeholder Advisory Group:** Provided feedback on public engagement, stakeholder priorities, related projects and opportunities in their sphere of influence.
- **Planning & Engineering Consulting Team:** Provided technical facility assessments, site and technology analysis, hazard evaluation, design opportunities and constraints and public engagement to develop local goals, priorities, and decision-making criteria.

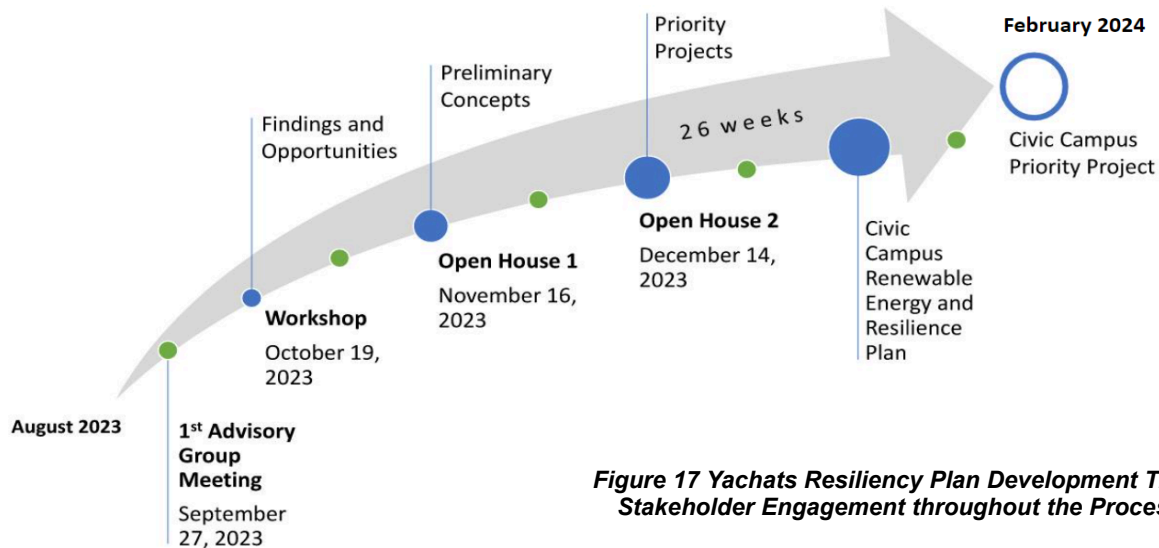
Goals

During engagement with stakeholders and the community at large, a number of goals were identified related to community resilience that connected the Civic Campus to further citywide goals. Appendix D & G, detail these goals in great detail. Common goals that were most commonly cited during this planning process included:

1. Be inclusive of all communities who would use the services provided in the Civic Campus following a power outage or other hazard event.
2. Provide an emergency response center in the Civic Campus with durable power for communication and access to services.
3. Build capacity for the areas south of the Yachats River in case they are cut off from the services provided in the Civic Campus.
4. Support public works efforts to provide and improve existing diesel and gasoline-powered emergency generation capability to maintain sewer and water system pump and lift stations.
5. Balance the electrical energy needs within the North and Southeast edges of the Civic Campus with the availability of renewable power to minimize diesel and gasoline use during an extended power outage.

Project Timeline & Engagement Process

The diagram below illustrates the planning process and timeline for engaging the community through a series of stakeholder advisory committee meetings, public workshop and two open houses. This process helped to inform the Resiliency Plan and select a priority renewable energy and resiliency project. The project team took the input from these meetings, analyzed top scenarios by criteria (see Appendix D), and assessed survey results (See appendix H) from 53 responses that informed the vision and priorities for projects and improvements that might be leveraged.



Equity & Transparency

To ensure equity was a focus, the public involvement process included a Relational Accountability Process (RAP) tool that provides a method for assessment, transparency and accountability in project values, goals and actions that advance equity, diversity, and inclusion. A RAP assessment was conducted at the beginning, middle and end of the planning process to refine methods and outreach. This process expanded stakeholder engagement with community liaisons to harder-to-reach populations, and expanded outreach methods, engagement venues, and media formats to increase accessibility of elders, youth, tribes families, employees and employers, rural residents and visitors. (See Appendix I. Relational Accountability Process.)

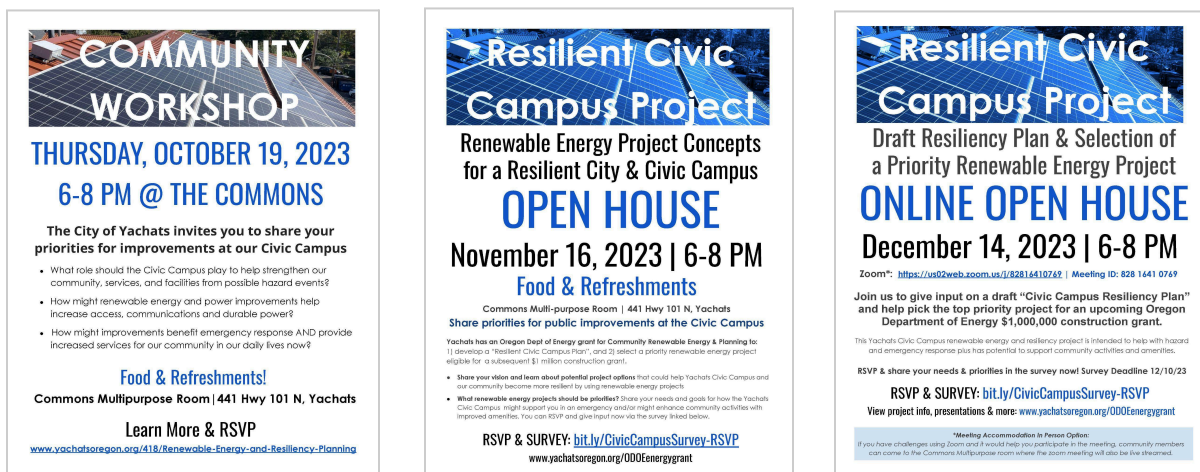


Figure 14, 15, 16 Outreach Posters & Fliers for Workshop & Open Houses

Community Engagement Events

Over the course of the six-month grant planning process, residents from the Yachats community gathered during three large, well-promoted, public events. Appendix G provides a detailed summary of each event. The following section describes major community engagement events, followed by a section of key takeaways from each meeting, and a summary of the results from the community Vision & Priorities Survey and key findings from the community engagement process.

Workshop 1 | Vision & Needs, Findings & Opportunities | A first Community Workshop was held on October 19, 2023, where participants learned about the grant project and scope, heard about initial findings of the building energy assessments of the six campus buildings, and participated in group activities to share their vision and goals for energy and power improvements to the Civic Campus. The discussion was primarily focused on supporting basic survival needs, increasing amenities, and functionality of the campus. There was strong support for the campus to be a model of sustainability and leadership. Participants also shared their needs and priorities in an emergency and were invited to share more in an online survey.

Open House 1 | Preliminary Project Concepts | On November 16, 2023, the City hosted an Open House that provided initial recommendations for potential energy projects, solicited input on draft criteria for decision making, and engaged participants in reviewing possible design scenarios for adding rooftop solar, wind turbines, and solar canopies that could increase backup power. Strong interest emerged in a solar canopy structure near 4th Street that could increase community social and economic benefits for recreation, festivals and markets, and create resiliency with back-up power, and expanded refuge during warmer months. Support was also strong for adding solar to the City Hall and Commons and additional concept solutions emerged for a solar parking canopy near the City Hall and organizing more improvements along a spine of La De Da Lane.

Open House 2 | Priority Projects | On December 14, 2023, the City hosted a Final Online Open House to select a priority project. At the meeting, consultants shared cost estimates, benefits and tradeoffs of each concept project, and made recommendations for a first project that could be paid for with an Oregon Department of Energy grant of 1 million dollars. While participants were very interested in adding a new “Barn” solar



Figures 18-21, Signage promoting the Open House, Illustrating Candidate Concepts for Renewable Energy, round table discussions at Workshop 1, attendees at the In-Person Open House

canopy structure to the campus adjacent to the Commons along 4th Street, the cost for the structure supporting the solar panels would exceed \$1,000,000 as a first project. Participants agreed with the consultant teams' recommendation that, based on cost and benefits, locating rooftop solar on the City Hall and Commons buildings made the best sense for a first project and the solar canopy project. Adding a second project either on the Barn or over parking areas would achieve 100% of the energy for the Commons, City Hall and Pavillion.

Attendees were given time to discuss and ask questions about project alternatives, and a formal voting poll was taken to confirm that the rooftop solar project on the Commons building was the top priority. See the summary in Appendix G which reflects the poll results and priorities of the Open House participants.

Advisory Committee Meetings | Before and after each public engagement event, the project planning team met with an Advisory Committee of City leaders and stakeholders for advice and guidance. The final meeting of the Advisory Committee reviewed the recommended priority renewable energy project and draft Resiliency Plan, vision and priorities from the survey, and confirmed acceptability to present the project and draft plan to the City Council on January 17, 2023.

During the engagement process, the participants identified critical needs for food, water, hygiene, refuge, communication, and accessibility which helped inform bigger picture thinking for citywide strategies that create an overview context for alignment with the buildings, services and planning in the campus. See Figure 50 on page 66 which provides a snapshot of Resiliency Approaches that address basic needs, possible locations, and their value to enhanced resiliency.

As the engagement process concluded, the consultants shared cost estimates, benefits and tradeoffs of each concept project, and made recommendations for a first project that could be achieved within the ODOE grant budget of 1 million dollars. Key criteria for decision-making considered where the Civic Campus has gaps in resiliency that could be addressed, best opportunities for refuge, and least cost for establishing foundational resiliency infrastructure. From this process, participant's input helped to form and select a first project as a priority project during Open House 2.

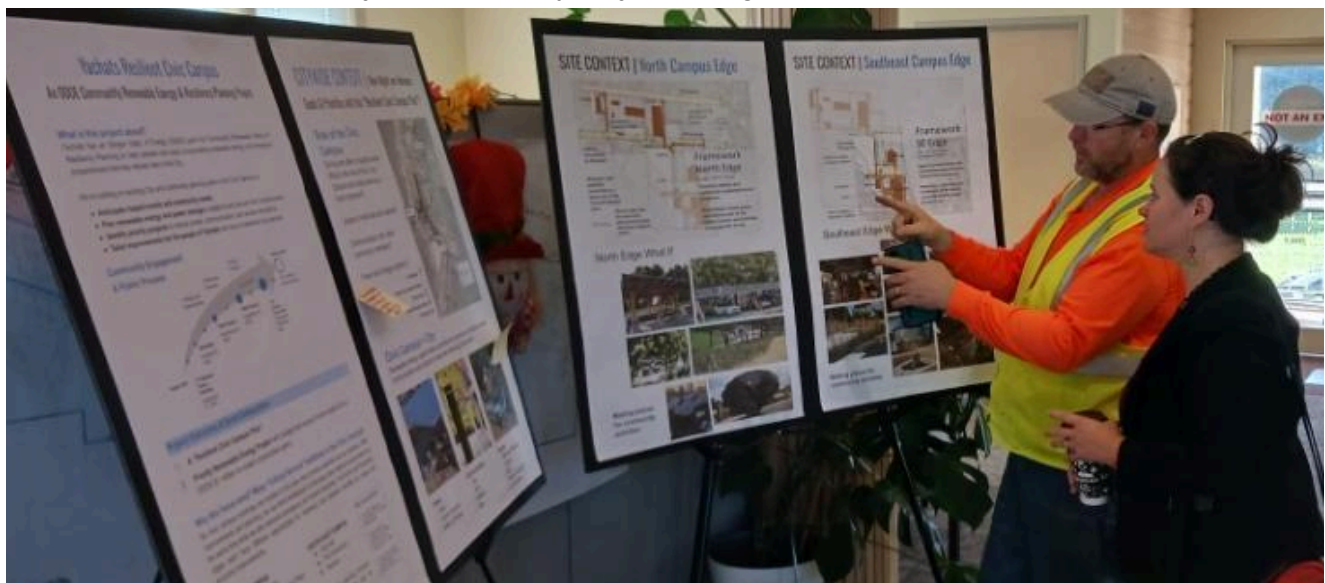


Figure 22 Project Displays from the Open House in the City Hall lobby and Commons expanded public engagement.

Community Vision & Needs Survey

Throughout the engagement process, an online survey was used to gather additional input on the community's vision and goals, emergency response needs and priorities, and opportunities for improvements that might be leveraged within the Civic Campus and surrounding areas as part of the planning for the project. The results of this survey were used to compare what was heard from participants during the workshops, open houses, and advisory group meetings with the values and attitudes of those voices in the larger community.

The online survey was widely promoted with the community through the City of Yachats project webpage, with notices distributed via City News Alerts, City of Yachats Newsletter, survey links advertised in three press releases, meeting posters and fliers, in presentations during three public workshops and Advisory Group meetings, and posted regularly to the Yachats residents Facebook page. To expand the reach of participants, [paper surveys](#) were also distributed at key venues to create input for community members that were less comfortable with online systems or do not have access. The survey questions paralleled the general questions asked in the first workshop for consistency.

The survey received 53 total responses including 42 web-based responses and 11 surveys received from paper copies. Analysis of the survey was provided by Forage Design + Planning first with a review of qualitative responses to identify key themes, then tagging responses to develop a quantitative assessment. [A final survey report](#) is posted on the city of Yachats project webpage and in Appendix H. This report includes detailed charts summarizing demographics, emergency needs, vision and priorities, opportunities to leverage internal campus improvements, and external improvements for the project. Verbatim responses are also included for a deeper look at individual responses.

Survey findings were shared with participants at Open House 2 ([View Presentation](#)), and with the Advisory Committee at their final meeting #4. See summary charts in the AG 4 slide presentation. The majority of respondents were elderly which aligns with area demographics, and is important since this population is more vulnerable to heat and cold events. 92% were over 50, ~90% white, 97% have college degrees, 85% live in Yachats, and 10% work in Yachats but live outside the city

Survey results align very closely with the project goals heard in the community engagement workshops and open houses regarding emergency priorities. What was unique was seeing the items that rose to the very top of the priority list for leveraged improvements such as bathrooms and cisterns, and medical and personal device charging in emergencies.

Survey results align very closely with the project goals and emergency priorities heard in the community engagement workshops and open houses.

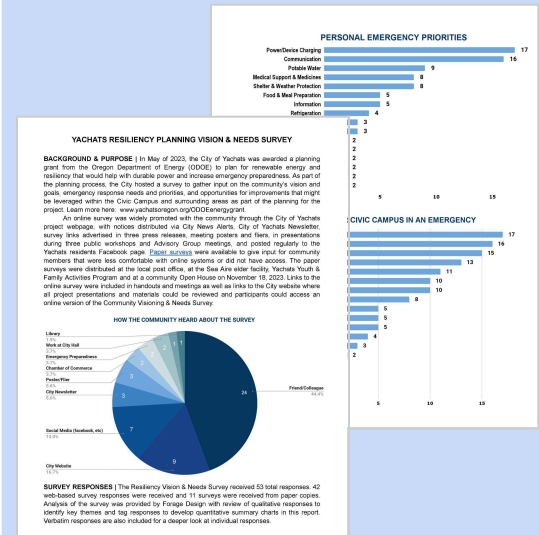


Figure 23. Survey results in Appendix H highlight alignment with public meetings findings for community needs, priorities and vision in an emergency event.

At the top of community priorities, public bathrooms scored highest which aligns with the Open Space and Parks Survey results, closely followed by building upgrades. Covered spaces and gathering places were also a high priority as well as improvements for the Library and Commons, followed by signage and outdoor lighting, and solar energy. The desire for covered spaces and gathering spaces closely aligns with interest and opportunities for using the space under new solar canopies for community activities.

Findings from the Community Engagement Process

The planning process identified needs, values, and priorities for emergency preparedness and resilience which are incorporated into this plan. These insights were captured and organized at the scale where the investment and the desired outcome could be achieved most efficiently at the Citywide, Civic Campus, and Building Scale.

By considering investments and outcomes at all three scales, the engagement process was able to capture initial larger scale planning ideas and goals that can inform future resiliency plans and policy efforts for the Civic Campus. Further, the detailed criteria, goals, metrics and guidelines described in Chapter VI help achieve City policy goals for renewable energy and conservation, and create a set of guidelines for consideration that align with existing policy actions in the Comprehensive Plan.

Feedback during and after the Open House was very positive and there were frequent statements that the meaning and purpose of the project had shifted from initial uncertainty and skepticism to excitement and optimism. Further, City staff noted that residents had begun thinking more about the Civic Campus role in the community in an emergency event, and how communities might benefit from these improvements everyday for social, economic, and hazard resilience.

Some key takeaways and lessons from the engagement are summarized below.

Citywide Scale

1. **Refuge & Resiliency are Critically Linked.** Refuge support services include access to power during outages, access to shelter and comfort during hot and cold weather events, and access to information and communication. These were considered necessary elements that supported resilience services to the community that can be derived from the social and economic activities on the Civic Campus. Understanding that the Civic Campus holds both refuge and resilience services established the planning and design goals for this plan. The ability to increase refuge services was a key driver that ultimately influenced decision-making and prioritization of the City Hall and Commons buildings to be improved. These buildings also supply refuge services to the community during a hazard event. Interconnecting these buildings with the Pavillion, adding batteries, and solar strengthens resilience during power outages and provides a refuge during longer outages increasing the availability of renewable power and reducing reliance on emergency power generation with diesel fuel. Aligning resilience with where refuge services can be located or expanded makes the Civic Campus better prepared to sustain their essential service roles.

2. **Investments in Resiliency Leverage Multiple Socio-Economic Benefits and Should be Valued in Decision-making.** Infrastructure improvements that expand capacity for day-to-day economic or social benefit and enhance recovery during a hazard event were valued highly. This weighting deepens an investment's return to the City. This was an important consideration when evaluating costs and priorities (see Figure 42). The solar panels added to the Barn, to be located near 4th Street, to cover a gathering space for emergency shelter and for recreational, social, and economic activities. Because of these activities, the Barn has the potential to attract partners, who could receive an economic or social uplift returns on their investment in return for their contribution to the project. Include partners who have an interest to expand activities such as the 4th Avenue farmers market and other existing festivals. (See Appendix D, Figure D.6 and the Criteria and Metrics in Chapter VI as a tool to help deepen the City's evaluation of benefits for ongoing decision-making).
3. **Geographic Equity is important to Resiliency and Refuge Considerations.** There was a strong desire for additional resiliency planning that could support residents citywide, especially for rural residents not near the downtown and those in the South of Bridge areas. This includes residents that work in Yachats but do not live there, tribal community members, as well as youth and families with children.
4. **Planning for Access & Communication Needs are Critical to Emergency Preparedness:** Wayfinding, trail lighting and signage as well as communication to residents and visitors could be improved to better communicate where to go and what to do in a hazard event or emergency. This was frequently cited as a need and priority in engagement and the survey. Signage to the Civic Campus and meeting points elsewhere in the City could be considered as part of the Parks master planning future work, as well as an opportunity for the Parks and Trails committee in partnership with the Chamber of Commerce. Ensuring good access to buildings for those with mobility issues is critical, and having available vehicles that can transport wheelchairs in an emergency is an important consideration for access as well.
5. **Visitor Awareness & Communication about Hazards and Response is Needed.** While the City has excellent signage for some hazards and is highly active in emergency response, there was concern that wayfinding and emergency preparedness needs to be tailored also to visitors who come to Yachats. Hotel rooms include evacuation routes but no information about meeting points, nor specific types of hazards that may warrant different types of response. Engagement of the Chamber of Commerce, hotels and short term stay hosts as partners can be an opportunity to ensure that visitors are informed about trail networks, meeting points, spaces for refuge and how to stay safe. Stakeholder meetings with tourism representatives indicates potential interest in collaboration on a plan to support visitor emergency preparedness and communication through kiosks, signage, wayfinding, as well as branded and easily recognizable emergency response communication materials. Multiple grants sources were identified to help with funding.
6. **Diversifying Back-Up Communication Modes** such as satellite phones, CB radios, and digital reader boards were identified as a goal for ensuring strong and coordinated communication in an emergency event if phone lines and cell service is down. Training on how to use these was discussed as a need.

7. **Plan for Adequate Back-up Power Generation and Off-Site Fuel Storage:** The WasteWater Treatment Plant emergency generator is an excellent resiliency measure already in place, however, assuring there is sufficient fuel storage was a high priority concern and goal in the planning and engagement events. This was discussed as a possible opportunity for engaging the Fire Station to expand fuel storage.
8. **Anticipate Mobile Battery Storage and Distribution to Expand Resiliency and Support Additional Off-site Emergency Needs.** This was specifically identified in the survey and engagement process for refrigeration of local food supplies (e.g. grocery/restaurants) and powering drinking water lift stations.
9. **Resiliency Planning for Locating, and Funding Facilities was determined to be an important factor when weighing tradeoffs to the community.** Important buildings and improvement projects such as re-siting the new library, locating emergency caches outside of landslide areas, or planning for additional refuge areas can support emergency preparedness and qualify for grant funding to build such facilities when they are part of a coordinated resiliency strategy. (See Chapter VI Goals, Objectives, Guidelines & Criteria)

Campus Scale:

1. **The Civic Campus is well positioned to avoid most frequent hazards:** Assessment of the buildings and improvements across the campus identified that the City has been making wise investments in their buildings for resiliency planning, and the City Hall and Commons are well positioned to avoid most frequent hazards. These are shown in Figure 12 and further described in the Hazard section of Appendix C. This was an important discovery for community members in the process that helped re-frame and affirm that investments in the campus are valuable for serving most likely hazards of fire, flood and severe weather events. While planning for these more frequent hazard events supports the response planning for less frequent major Cascadia earthquake and tsunami events, it was important to those with expertise in Emergency Preparedness that recovery planning for frequent hazards did not reduce planning for longer horizon major events. There was interest and excitement that this process raised attention in the community and expanded the City's response to a diversity of events. (See [presentation slides from Workshop 1](#) on Hazards)
2. **The Resiliency Planning Process helped identify Essential Emergency Survival Needs and Gaps.** Critical needs identified in meetings and survey responses included: shelter, hygiene, cooking and refrigeration, medical supplies, device charging, safe drinking water, food storage, wayfinding and signage, safe meeting places and communication about hazard response updates. It was acknowledged that the Commons and City Hall currently provide for many, but not all, of these needs. With back-up power and energy storage as proposed in the priority project, the City can provide more durable power supplies for essential survival and refuge needs during a hazard event which fills much of the resilience gap in the Southeast edge of Campus. (Also see non-power needs for resilience in finding # 5. below)
3. **Support for the Civic Campus to be an Eco-Demonstration Hub for Renewable Energy and Sustainability.** Throughout the engagement process there was a strong desire to leverage investments in renewable energy (both solar and wind) to showcase leadership and

innovation in sustainability. There was a desire to include interpretive information that could orient local residents and visitors to the innovation elements, to integrate cultural history and emergency wayfinding in campus signage, to become a model of sustainability and resilience planning for other coastal cities, and increase awareness of emergency response actions before, during and after an event.

4. **Emergency Power and Device Charging Needs on the Civic Campus.** The survey results highlighted important vision and goals for powering electronics, medical devices, and vehicle charging, a desire for diversifying communication methods (e.g. satellite phones, CB radios, and digital reader boards), and lighting of trailheads for emergency access to ensure residents and visitors are well informed of nearby emergency meeting points and where to go in a hazard event.
5. **Identification of Non-power Resilience Needs for Emergencies on the Civic Campus:** The planning process identified other site improvements of high priority that can also support resilience. These included reducing stormwater and flooding with infiltration swales (see Sustainability System Concepts in Figure 26), cisterns for drinking water, native plantings to buffer from high winds, adding hygiene capacity with a new public restroom, medical supplies and back up food storage, and regular training events that could leverage community events to build awareness.
6. **Resiliency Planning can help Guide Urban Design for the Civic Campus** by aligning improvements along La De Da Lane as a central spine for locating a variety of site landscape elements, bathrooms, wayfinding, and stormwater enhancements. There was great interest in the design illustrations provided by the planning team exploring how possible candidate projects would support placemaking, enhanced urban design, and resilience on the Civic Campus (see illustrations in Figure 26 on page 25, and Figures 32-36). As new buildings and structures are added they can demonstrate visible improvements reflecting resiliency and refuge opportunities through planned solar facility or resiting of the Library.

Building Scale:

1. **Interconnection of Buildings was Valued for Expanding Access to Power Management and Storage.** Participants in the process supported interconnection of buildings on the northern edges and southeast edges to help with power sharing and load management during hazard events. It was identified that planning for conduit to be placed during other Campus Improvement projects can provide cost and construction efficiencies that support foundational infrastructure needed in later phases and proposed projects.
2. **Energy efficiency measures can decrease costs, make renewable energy systems operate more effectively, and also increase the value of solar installations.** Attendees acknowledged that efficiency measures are a high priority to meet a higher energy generation level on the site, most importantly during the winter months. Further, if existing planned efficiency improvements are prioritized this can reduce energy loads by 20%, add cost savings, and increase effectiveness of investment phasing by the City.

3. **Achieving Net Zero Energy² Performance was possible through successive renewable energy investments.** The energy analysis (described in Chapter 5 and in Appendix A) determined it is possible to provide 100% of the power demand annually for the Commons, City Hall and Pavilion through the successive energy and resilience projects proposed. While over-generation to achieve “net positive energy³” was not a priority given less return for selling back power to the utility. There is a desire to balance the City’s power needs through alternative energy to support and exceed existing City energy policy goals in a cost efficient way. Leadership and innovation goals reflected in an eco-demonstration hub drew excitement and interest from participants during the engagement process as a model for other communities on the coast.
4. **The Resiliency Plan supports a Comprehensive Planning Approach at various scales of impact.** The discussion of resiliency created an opportunity to think about leveraging existing facilities (e.g. the Presbyterian Church for enhancements to power through solar and interconnections, as well as the siting of new facilities improvements (e.g. the library or a new solar canopy) by considering how new investments can help address resiliency gaps, create synergies for expanded economic benefit, reduce competing demands on high value buildings like the Commons, and integrate renewable energy components in early conceptual planning where it will be most efficient for time and cost.

Envisioning a Resilient Civic Campus

The public engagement process and the Vision & Needs Survey results identified opportunities and shared interests for improvements to the Civic Campus that could serve everyone in the community prior to, during, and after a hazard event and in day-to-day community life. The process elevated the Civic Campus’ role in the community, and clarified how communities can participate and benefit from energy investments that support resilience.

The Community Vision for a Resilient Civic Campus below is informed by feedback from community meetings, review of city policy and planning goals, and reflects input received in response to the Citywide Vision and Needs Survey developed for this project. The survey asked community members to share their vision for the Civic Campus generally and in an emergency, and what their needs and priorities were personally and as a community. The resulting “Role of the Civic Campus” includes both a Vision for the Civic Campus Day-to-Day, and a Vision for the Civic Campus During a Hazard or Emergency Event. These two visions are reinforced in the Yachats Civic Campus Resilience Plan.

² Zero Energy Building: A building that generates as much energy as it uses over the course of a year.

³ Net Positive Building A building that generates more energy than it uses annually.

Vision for a Resilient Civic Campus

Role of the Civic Campus

The Civic Campus functions as a center for services, events, recreation, and informal interactions. It is a place where the community gathers for local activities, seasonal farmer's markets and festivals and is a hub for information sharing, local meetings, and special events. Civic buildings provide everyday services of planning, waste treatment, governance, community education and childcare. An information kiosk hosts information about the park, local culture and resources of the area. Charging stations provide power for electric vehicles, bikes, and electronics. Trails have wayfinding and interpretive information about the park, wetland, special landscape and sustainability features, and connections to important places of the city including emergency meeting points, downtown, the beach and other destinations. Gathering spaces provide community connection and recreation areas support diverse uses and community needs.

Day to Day Civic Campus Vision

- *Over time the Civic Campus will increase resiliency of its buildings with renewable energy such as solar and wind, and demonstration of innovation and sustainability that can be a model for others and a draw for visitors and economic vitality.*
- *As enhancements to building power and energy storage are made, the city will gain cost savings, more durable power and places for shelter in times of need.*
- *New facilities will be designed to add sustainability, relate to local context, history and culture and will increase spaces for events, recreation, and refuge.*
- *Additional services such as rainwater cisterns, public restrooms, and mobile batteries will provide important access to drinking water, hygiene and power.*
- *Demonstration of sustainability and renewable energy, coupled with increased training, wayfinding and interpretive information will broaden communication and support community awareness and safety.*

Vision for the Civic Campus in an Emergency

- *In an emergency or hazard event, the Civic Campus serves as a command response center for communication (e.g. reader boards, satellite phones, maps, signs, organizing volunteers).*
- *With adjacency to downtown, and civic facilities, it is a central community gathering point for evacuation and sheltering, and is well-equipped with food distribution, water storage and filtration, light emergency medical needs and supplies.*
- *It serves as a place to connect with family, and gain access to charging of devices, medical equipment, cooking and refrigeration, hygiene, and clean water.*
- *It also serves as a distribution center for mobile batteries that can power other essential services for water filtration, refrigeration of local food stores, and other essential services.*
- *Generators and batteries provide back-up power, and interconnection of building energy systems allow for sharing of power needs to support safe refuge and maintain essential city and community services.*

V. RESILIENCY ASSESSMENT: SITE FRAMEWORK & ENERGY USE

Site Framework & Energy Assessment

The Civic Campus Site Framework is a tool to understand the elements of sustainability, resilience, social activities, its edges, and its relationship to the commercial core of the City. It helps to guide the location of projects that support economic and social objectives that support resilience in the City and more specifically in the Civic Campus. See *Appendix C Final: 2.2 Community and Project Parameters*.

Building on the Existing Hazard Response Systems

The Civic Campus has many existing and planned elements that can respond to hazard events and mitigate the impact of power disruptions. The Civic Campus Site Framework and Assessment considers sustainability, resilience, social activities, the functional organization of facilities, and its relationship to the commercial core of the City. This defines the location of projects with the greatest potential to support economic and social objectives that strengthens resilience in the City and more specifically in the Civic Campus.

The Library, WasteWater Treatment Plant and Presbyterian Church are located on the north side of the campus between 6th and 7th Streets. A 255 kW stationary diesel generator is installed at the WasteWater Treatment Plant and provides emergency power to the plant. It is significantly oversized given the documented peak demand for the plant of about 80 kW. Also stored at the plant are mobile generators that are used to provide emergency power to water pumps and wastewater lift stations during a power outage. With the hazard response equipment housed at the plant, this area has the greatest current flexibility to respond and support power generation during a hazard event.

The City Hall, Commons, and Pavilion are located on the south and east of the campus between La De Da Lane and Highway 101. A 30 kW stationary diesel generator is installed to provide emergency power to selected loads/needs in the Commons building.

Strengthening Sustainability

Improvements to the campus should respond to the location and configuration of site features to enhance the sustainability of energy and water resources, and stormwater flows through the site. Sustainable energy and water sources are fully consistent with a resilient Civic Campus. Thoughtful organization of landscape and building improvements can not only create these resources but can also make better outdoor spaces that serve an economic or social function and can be used as a refuge or emergency response staging area.

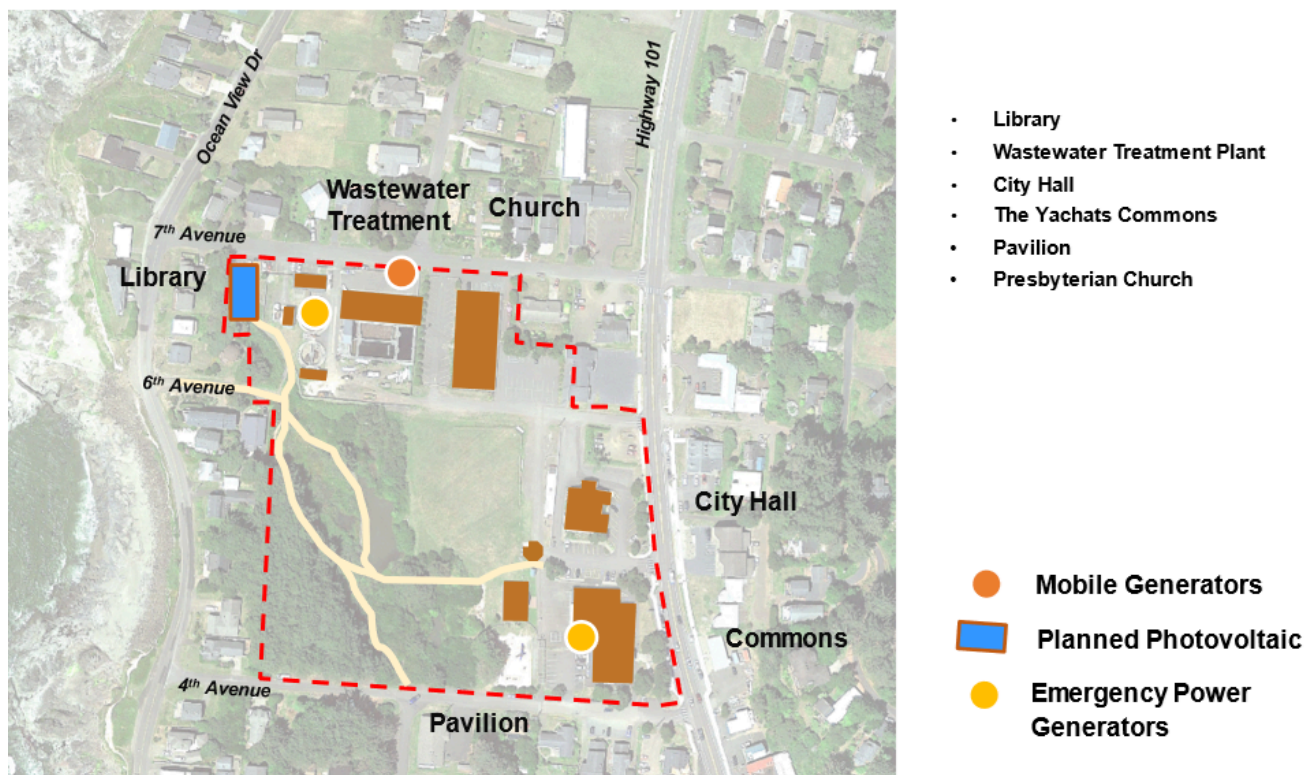


Figure 25. The Civic Campus contains critical social and governmental functions in the City. It uses diesel fueled emergency power generators to operate water infrastructure and serves as a command center in a hazard event.

Solar Photovoltaic Systems. Many areas of the site have excellent unshaded solar resources. Solar photovoltaic (PV) panels can be strategically placed in these areas, including building roofs, over parking lots and the paved area to the west of the Commons where covered outdoor activity areas might benefit, and in the south yard of the WasteWater Treatment Plant. When appropriately coupled with site and building electrical system improvements, electricity generated from solar installations will provide a sustainable, durable, and increasingly cost-competitive source of energy for the Civic Campus. The potential energy generation capacity of available solar photovoltaic locations within the Civic Campus is theoretically sufficient to balance all of the electricity used by the campus over the course of a year. The available solar resource in Yachats means that Civic Campus solar systems would not generate enough electricity in the winter to meet the campus demands but would generate extra electricity in the summer that would be exported onto the regional grid. This is referred to as “net zero energy” performance and does require net metering coordination with the local utility. Central Lincoln Public Utility District currently supports net metering arrangements for solar systems up to 200 kW in capacity on each individual meter. This is significant enough to undertake several solar projects within the framework outlined in this plan.

Solar Thermal Systems. Several building rooftops can accommodate south-facing solar thermal panel installations. Both the Commons and the Presbyterian Church have kitchen domestic hot water loads that could be augmented by production of solar hot water. Due to the relative complexity and limited resource contribution within the Civic Campus, solar thermal systems have not been included in near-term project planning but could be considered as future Civic Campus projects are identified within its sustainable development framework.

Small Scale Wind Turbines. The campus also has demonstrated wind resources that while not reaching utility-scale is sufficient to generate renewable electricity throughout the year. Small scale wind turbines are available in capacities from 1 kW to 50 kW, and in both horizontal axis (propellers) and vertical axis configurations. Vertical axis turbines tend to exhibit both reduced ambient noise and reduced wildlife casualties. Indeed, Yachats has a local connection to a company that is currently involved in research and development of vertical axis turbine technology. Due to both cost and wind resource limitations, today's small scale turbines are not cost competitive with solar photovoltaics as a primary source of sustainable energy. However, wind turbines are a dynamic and visible symbol of sustainability, and actually generate more electricity in winter months than a similarly sized solar system. On an annual basis, wind turbines are anticipated to generate about 60% of the electricity that would be generated by a similar sized solar system, and at current costs would be over four times more expensive per kWh generated. Integration of small scale wind turbines within the Civic Campus should be considered within its sustainable development framework, though initially as demonstration technology.

Stormwater Management can use swales to treat water from impervious areas and divert it away from pervious areas that can be damaged such as the large green space turf area.

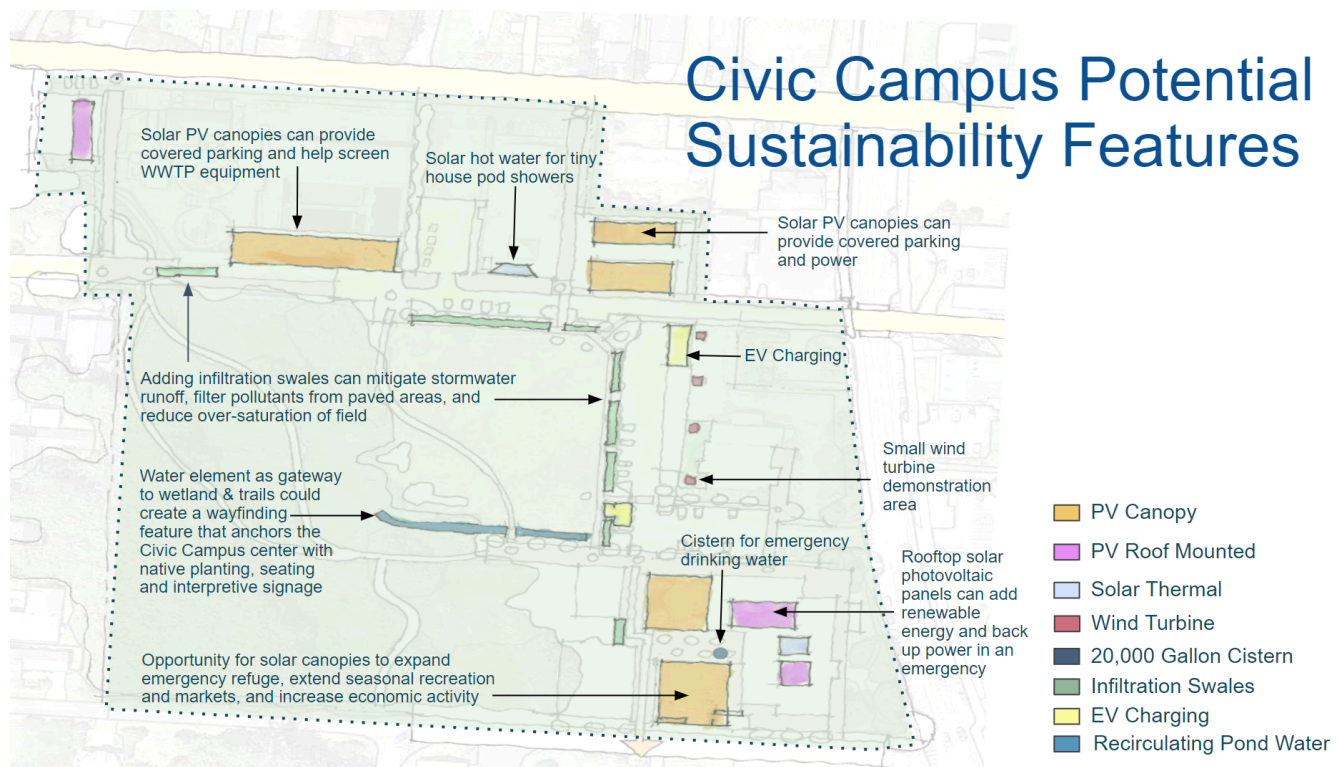


Figure 26. Sustainability System Concepts for Integrating Renewable Energy & Water Management Improvements that support energy and water management can be combined with other projects and can reduce operational cost and transform the visitor experience on the site.

Rainwater Reuse. Rainwater runoff can be collected from roofs, stored, filtered, disinfected, and reused as a potable water source both for “normal” operation and for emergencies. Yachats typically receives over 60 inches of annual rainfall although it does experience a dry season from the end of June until mid-September. If rainwater were collected from 6,000 sq.ft. of the roof area, and stored in a 20,000 gallon cistern, this could function as a sustainable source of water that would meet the current month by month needs of the Commons building including through the dry season. In addition,

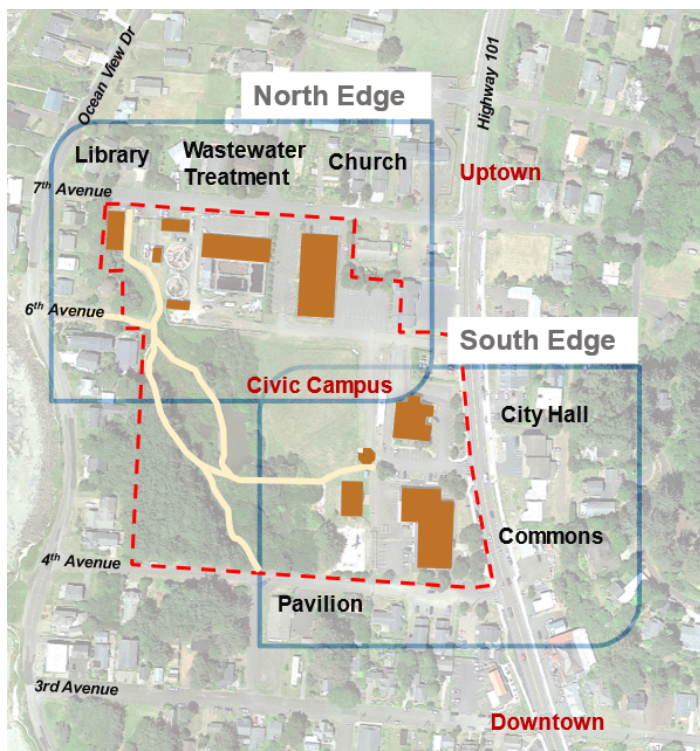
the cistern could be an attractive, visible landscape element that serves as a potable water source during a sustained hazard event.

The Pond is a potential source of non potable water for fire protection on the Civic Campus during an emergency. The Pond is an amenity on the Civic Campus that collects surface runoff and subsurface streams. The wetland plants and trees are ecologically in balance with the water flow along its length. Any changes to the pond must be considered with an engineer specializing in wetland resource conservation and stormwater management. Potential improvements to the pond will be considered in a pending Stormwater Master Plan.

Landscape Enhancements for Wind Protection. While wind does represent a potential sustainable energy resource, excessive wind also creates undesirable comfort conditions in the current and potential future outdoor activity areas. Planting of trees and shrubs in key areas to protect these outdoor areas from wind would improve use of the outdoor spaces around the Civic Campus. Additionally, as new buildings and structures are designed, predominant north-south wind directions should be considered so that the structures themselves offer a degree of protection from winds.

Strengthening Resilience

Both functionally and geographically, the Civic Campus facility organization suggests “edges” – a North edge that includes the library, WasteWater Treatment Plant, and the Presbyterian church and a Southeast edge that includes the City Hall, Commons and Pavilion. The location and organization of the Civic Campus logically serves as a center of the emergency planning and hazard event recovery for the City. The Civic Campus is the center of government, and a foundation for vibrant social life within the community.



Assessment of Edges

Uptown: North Edge

Edge of residential area with community library and public works department.

Downtown: South Edge

Edge of Commercial Area with City Administration, Childcare, Community Events Spaces.

Figure 27. Assessment of Civic Campus Edges & Site Context. The edges of the Civic Campus can complement and supplement the residential and commercial areas they border.

Events and activities in the Commons are complementary to the adjacent commercial district which is the economic engine of the City. The “urban planning” opportunity is to plan projects for the campus that activate and invigorate adjacent neighborhoods as well as enhance current and future uses in these neighborhoods and the Civic Campus itself. Resilience, in this sense, couples the idea of enhancing social cohesion and economic sustainability while creating a command center and refuge for community members following a hazard event.

North Edge. The North Edge is an area with residential, cultural, and business activities but has the experience of a more residential character, albeit with an industrial process facility in its center. The facilities that make up the North Edge are all-electric facilities that are reasonably efficient when compared to similar types of facilities in similar climates. There are energy use reduction opportunities but primarily in the privately owned church. The table below summarizes the energy use characteristics of the North Edge. For more detailed facility assessment information including energy use, please see Appendix A: Audit Facilities in Civic Campus.

Facility	Area, SF	Current Annual Energy Use			% Better than Median	% Savings Potential	Future Annual Energy Use		
		Electricity, kWh	Other, MMBtu	EUI, kBtu/SF-yr			Electricity, kWh	Other, MMBtu	EUI, kBtu/SF-yr
Library	3,600	17,941	0	14.17	69%	7%	16,637	0	15.77
WWTP/Public Works	8,500	223,800	0	89.86	n/a	0%	223,800	0	89.84
Church	12,000	55,420	0	15.76	37%	31%	38,401	0	10.92
Total, North Edge	24,100	297,161	0	42.07		6%	278,837	0	39.48

EUI=Energy Use Intensity; MMBtu=Millions of British Thermal Units; SF=Square Feet; kWh-kilowatt hours

Figure 28. Summary of the energy use characteristics of the North Edge.

Key existing resilience-related features of the North Edge can be characterized as follows.

1. It has the most emergency power generation potential which includes a 255 kW diesel emergency generator that is significantly oversized for the WasteWater Treatment Plant needs and could conceivably provide power to all of the buildings in the Civic Campus.
2. It houses numerous mobile generators used by Public Works during a power outage to keep sewer and water system pump stations operational.
3. It has easy access up 6th and 7th Streets to tsunami refuge areas.
4. It is mostly flanked by residential uses along its edge.

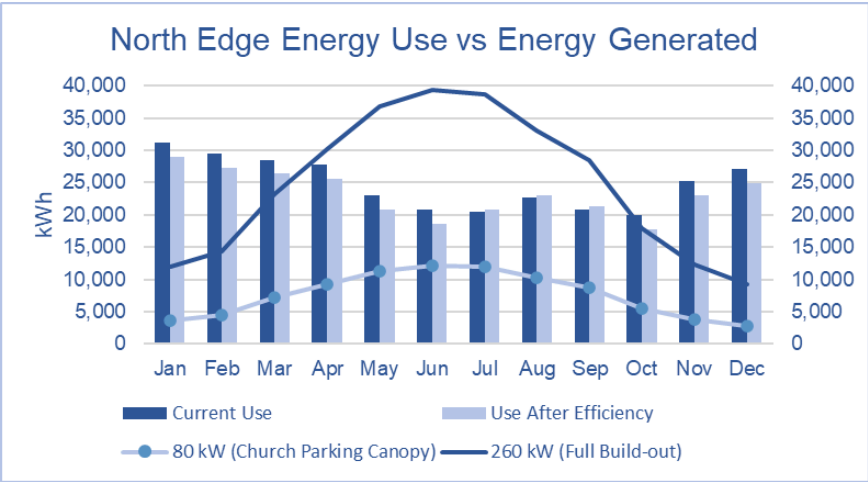


Figure 29. The monthly energy profile of aggregate building energy use for the North Edge is generally consistent throughout the year due to the high energy intensity of the WWTP, which is the dominant load and is consistent on a monthly basis. A full build-out scenario for a potential solar system would be represented by a 260 kW system that could generate all the power that is needed throughout the year.

Southeast Edge. The Southeast Edge is an area with government, commercial, and shared community functions. It is supplemental to tourism due to the many community events that are held in this area that are attractive to visitors. The facilities that make up the Southeast Edge are essentially all-electric facilities. A small amount of propane is used for cooking in the Commons. The facilities are reasonably efficient when compared to similar types of facilities in similar climates, but there are significant energy use reduction opportunities in both the Commons and City Hall. The table below summarizes the energy use characteristics of the Southeast Edge. For more detailed facility assessment information including energy use, please see Appendix A. Audit Facilities in Civic Campus.

Facility	Area, SF	Current Annual Energy Use			% Better than Median	% Savings Potential	Future Annual Energy Use		
		Electricity, kWh	Other, MMBtu	EUI, kBtu/SF-yr			Electricity, kWh	Other, MMBtu	EUI, kBtu/SF-yr
Commons	14,166	82,920	3.68	20.24	48%	22%	64,458	3.68	15.79
City Hall	4,500	46,100	0	34.96	15%	19%	37,205	0	28.21
Pavillion	2,600	324	0	0.43	n/a	n/a	324	0	0.43
Total, Southeast Edge	21,266	129,344	3.68	20.75		20%	101,987	3.68	16.54

Figure 30. Summary of the energy use characteristics of the Southeast Edge.

Key existing resilience-related features of the Southeast Edge can be characterized as follows.

1. It has the limited emergency power generation potential which includes a 30kW emergency generator that provides emergency power to the Commons building but is unable to meet the needs of the Southeast Edge in an extended power outage.
2. Access to the tsunami refuge area is north along La De Da Lane and Highway 101 to 6th and 7th streets which lead to assembly areas up the hill.
3. It is flanked by commercial uses on 4th Street and Highway 101.
4. Seasonal outdoor markets are located on 4th Street within this edge.
5. This edge of the site has high demand for toilets and visitor information during community and business activities on the site.

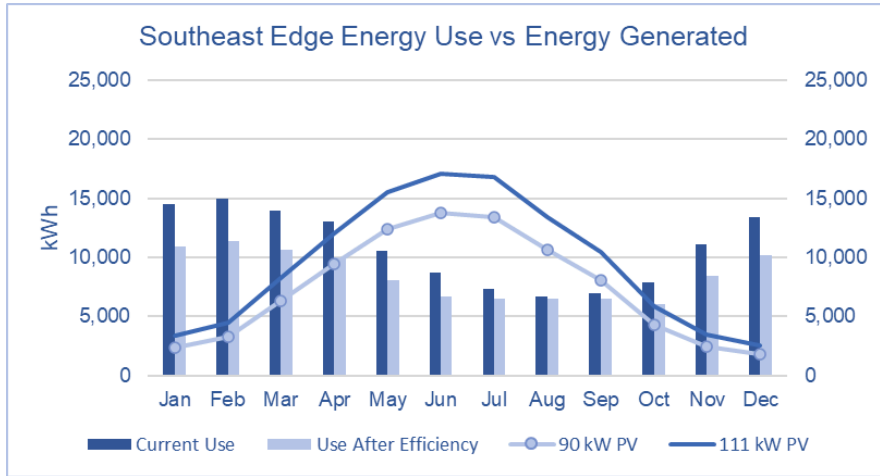


Figure 31. The monthly energy profile of aggregate building energy use for the City Hall, Commons, and Pavilion has a peak energy use in the winter. A 90 kW solar system (considered as a priority project) could generate about 85% of the power that is needed throughout the year. A 112 kW solar system could generate all of the power required throughout the year.

Resilience Projects

Resilience, as considered within this plan, emphasizes both hazard event response and socio-economic enhancements. Potential projects at the Civic Campus that make better connections

and improve outdoor settings contribute to improved resilience in both aspects. The context and potential of those “better connections” defines the site framework structure that is essential to this plan. Project opportunities that work within this framework are discussed below for both the North and Southeast edges.

North Edge Project Opportunities

The North edge has the potential to improve connections to tsunami assembly areas, improve 6th Street as a desirable pedestrian connection, and improve access to the existing library. The public spaces around the North edge are not optimally supportive of the activities that spill outside from the Library and the Church. Poorly identified parking locations on 6th Street, a discontinuous 6th Street, and the use of parking areas for assembly contribute to limiting the activities that can safely occur in the area. Improvements that separate vehicle movements and pedestrian movements would contribute to a safer and potentially more active environment. While the emphasis on potential projects that rely on this plan is primarily about electrical energy and related resources, the site framework defined herein suggests that opportunities such as those listed below be integrated with renewable energy projects.

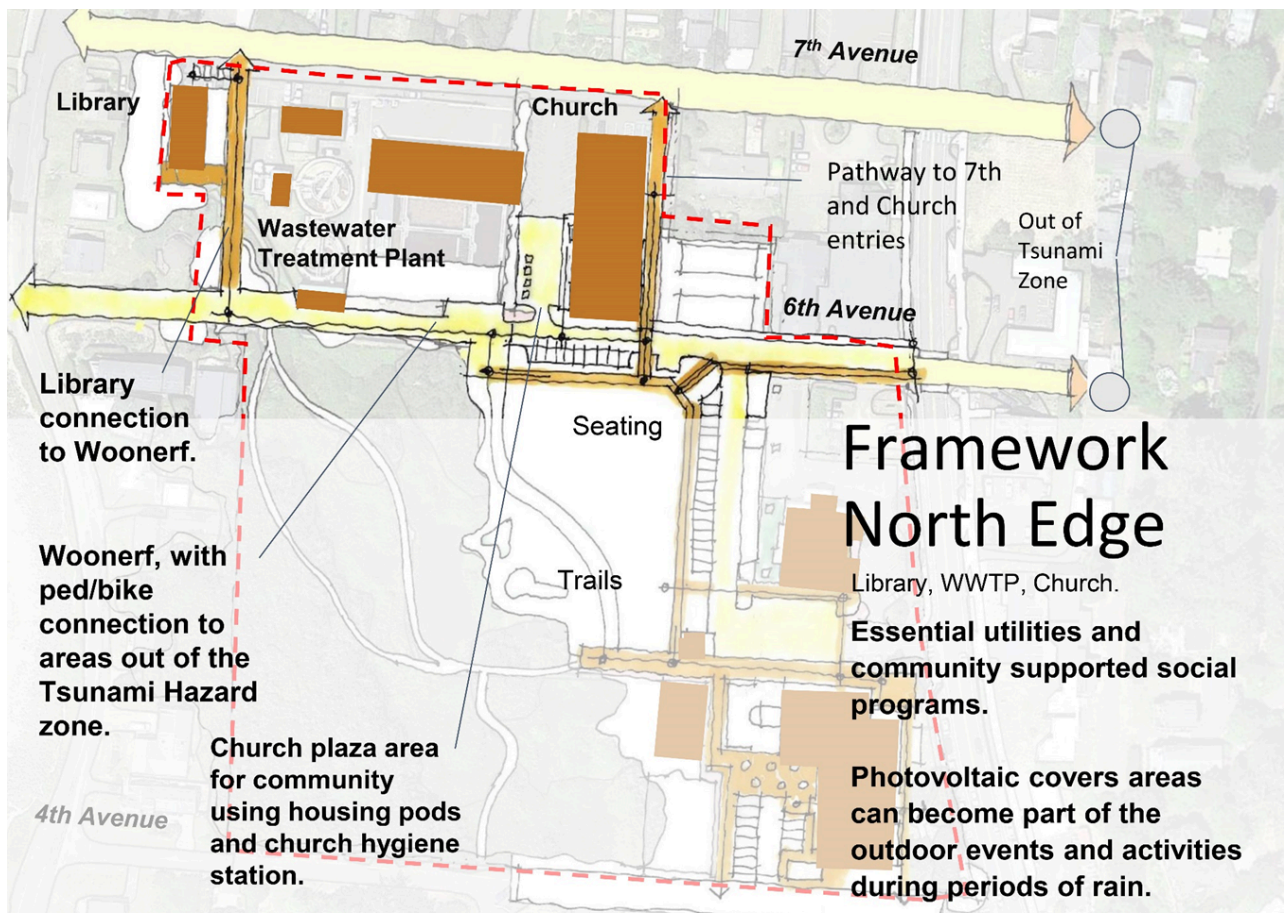


Figure 32. North Edge Framework. As renewable projects are installed, they can improve access and the settings that help to connect the Library and the Church to the Civic Campus and use the open spaces more effectively.

Improvements that would tend to activate 6th Street include:

1. Creating a multi-modal connection between La De Da Lane and Ocean View Road:

- a. Provides a bike and foot path across wetland areas.
- b. Provides circulation for pedestrian and bike movements and does not preclude vehicle access such as does a [Woonerf](#) outside of wetland areas.
2. Improving access to yard waste recycling that is complementary to the housing pods in the Church Parking Lot.
3. Separating vehicle movements and pedestrian movements would contribute to a safer environment such as organizing parking and pedestrian access along 6th Street.

Southeast Edge Project Opportunities

The Southeast edge has the potential to improve the public spaces around the buildings to provide better spaces and amenities for outdoor events and activities. The public spaces within the Southeast edge connect the City Hall, Commons, and Pavilion. The focus of these spaces is La De Da Lane as it traverses the front of the Pavilion on the west side of the Commons. It is level and in good condition. La De Da Lane also has an EV charging station at the foot of 5th Street, a skate park, and children's play areas. Again while the emphasis on potential projects that rely on this plan is primarily about electrical energy and related resources, the site framework defined herein suggests that opportunities such as those listed below be integrated into resilience projects.

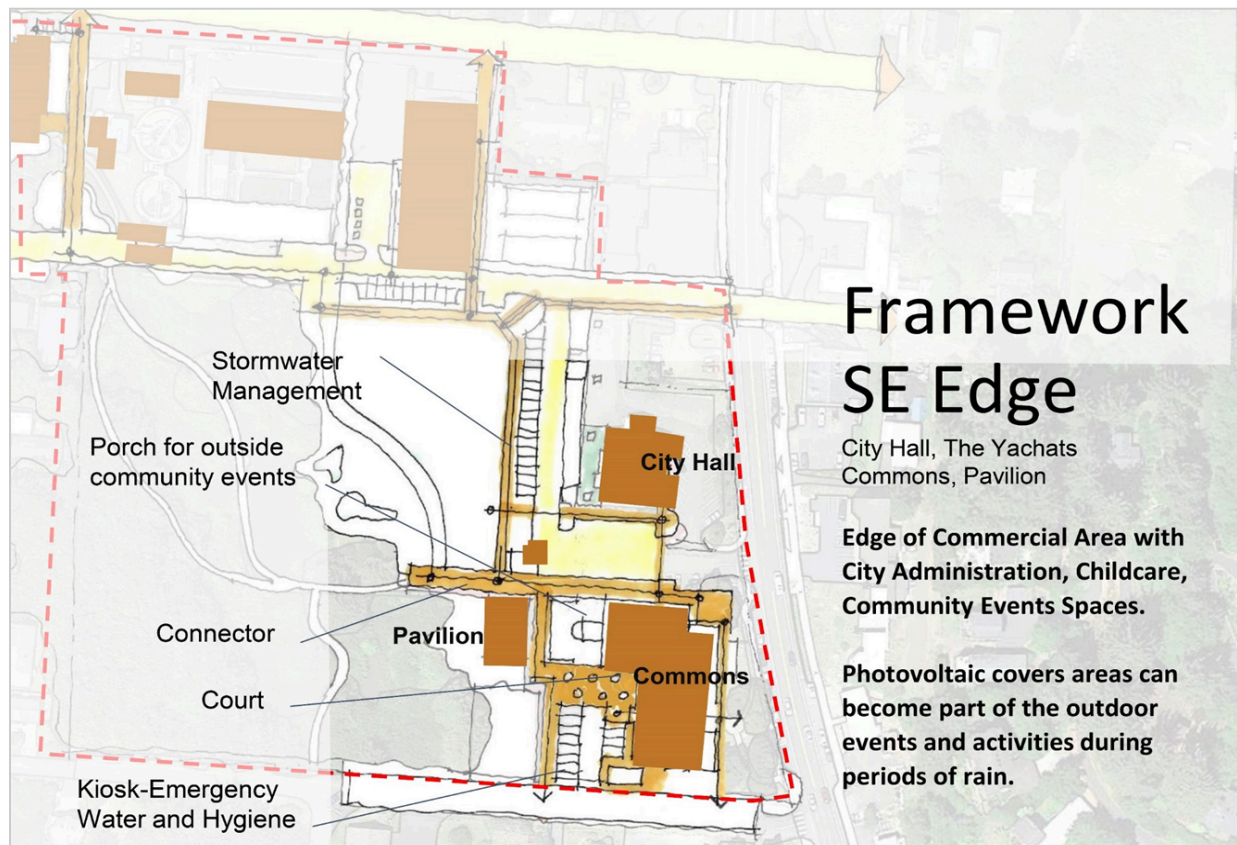


Figure 33. SE Edge Framework. As renewable projects are installed, they can improve access and the settings that help to connect the Library and Church to the Civic Campus, and use open spaces more effectively.

Improvements that would tend to activate La De Da Lane include:

1. Improving the east-west connector along the north edge of the Commons Building to better

connect the Commons and Pavilion to the park space trail leading to the wetland area and Ocean View Lane.

2. Making a multi-modal connection along La De Da Lane between 5th and 6th Streets separating vehicles from pedestrian movements would make a safer environment by organizing parking and pedestrian access along La De Da Lane. It could be more pedestrian and bike oriented but not preclude vehicle access such as does a [Woonerf](#).
3. Repairing pavement on 5th Street and La De Da lane.
4. Improving La De Da Lane to better connect the North Edge to the Southeast Edge.
5. Incorporating community input collected in recent park survey responses.

Connecting the North and Southeast Edges

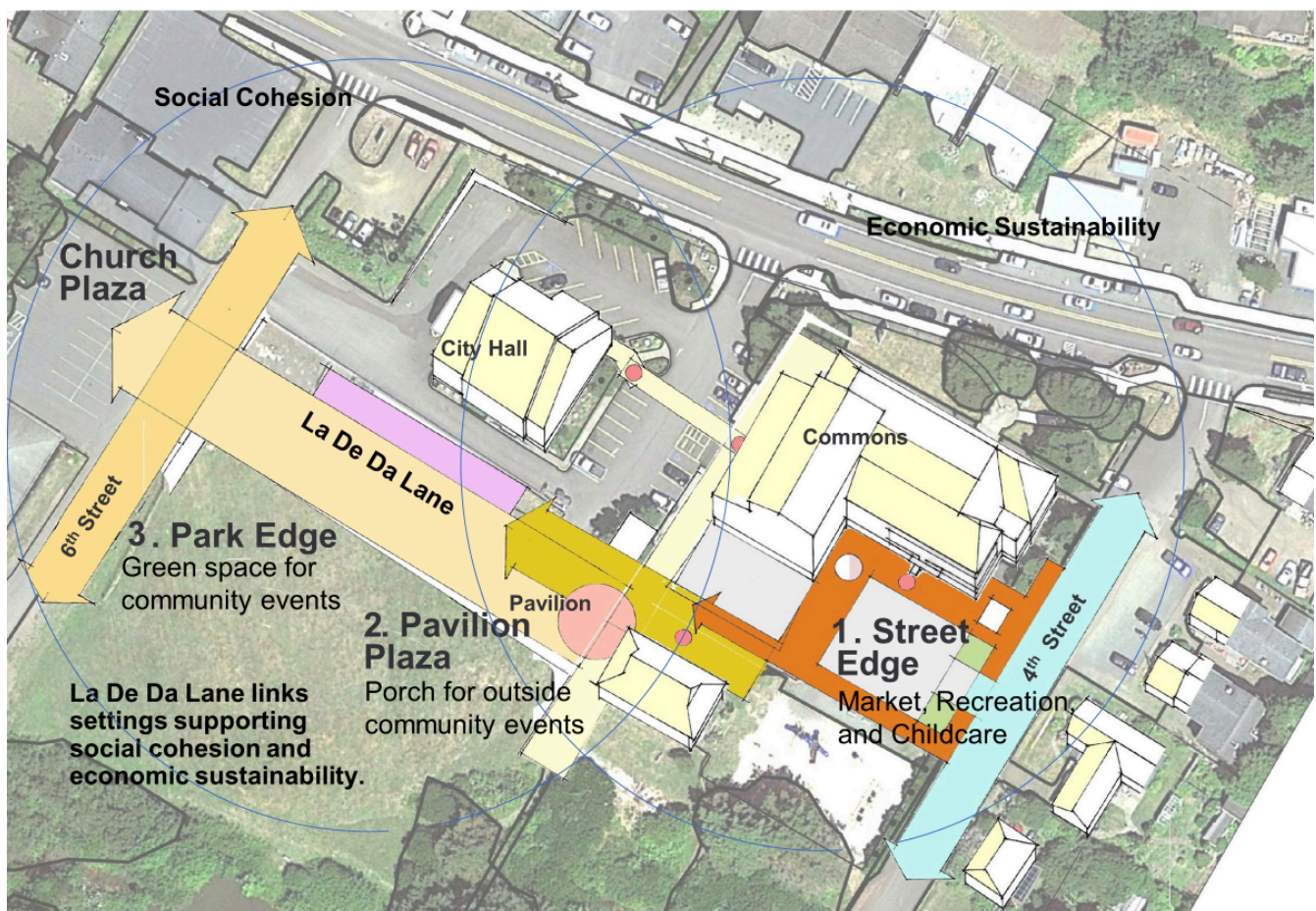


Figure 34. Opportunities for Site Design Improvements that Connect Important Civic Campus Edges. La De Da Lane has the potential to connect the North and Southeast edges and improve its service to the community with sequential improvements.

As previously discussed, geography and function logically organize the Civic Campus into two edges. These edges have different roles within the Civic Campus but will ideally be better connected as future resilience projects are implemented. La De Da Lane is key to connecting the two edges. La De Da Lane provides the opportunity to organize campus uses along its length. There are three primary areas that are crucial to helping the Civic Campus to be better connected and serve social activities and economic development in the City as a whole.

1. **Street Edge** | The role of the Street Edge is as a multiple use event and parking space that can be used for either parking, market activities, Commons building activities, or other events associated with local businesses. It is currently an outdoor space that scores highly in supporting both economic and social components of resilience desired for the Civic Campus.
2. **Pavilion Plaza** | The role of the Pavilion Plaza is to provide a meeting space at the center of the Southeast edge.
3. **Park Edge** | The role of the Park Edge is to better organize the park and green space within the Civic campus and to create an attractive setting for activities within the park and on the edge.

Site Improvements

Currently, a number of needed site improvements have been identified. These include asphalt repairs, stormwater management improvement, site grading improvements, and enhanced wind protection to improve comfort and useability of outdoor spaces. These site improvements should be integrated into specific energy resilience projects that logically fit within the area of construction or can be added to the scope of work in a cost effective way. For example, many of these improvements can be undertaken when (and if) solar photovoltaic canopies are installed, as the installation of separate canopy structures will precipitate associated site work for foundations and other surface and underground modifications.

A number of priority non-energy site amenities have been identified within the outreach efforts undertaken to inform this plan. While not specifically energy related, these potential Civic Campus projects clearly resonate within the Yachats community and have a place within one or more of the primary areas identified above.



1. Street Edge

2. Pavilion Edge

3. Park Edge

Figure 35. La De Da Lane has the potential to connect spaces that have a different value and purpose in creating a civic space that improves resilience in the Civic Campus for the City.

1. **Street Edge | Visitor Information Kiosks and Cisterns.** It is here where community ideas for a Kiosk serving visitor information from the chamber or nonprofit might be strategically located. Also, it is a strategic location for a cistern to collect rainwater. Due to the size of this area, there is ample space to site one or more standalone structures.
2. **Pavilion Plaza | Restrooms, Monuments, Signage, Electric Charging.** The Pavilion Plaza is a preferred location to implement community ideas for bathrooms, historical and cultural monuments, and wayfinding signage. There is already an electric vehicle charging station here which suggests the potential for expanding the charging infrastructure to include the capability for multiple device and equipment charging in the future.
3. **Park Edge | Circulation, Parking, Stormwater.** The current roadway along the park edge could be further developed to clarify circulation zones for people and vehicles with parking and stormwater management. By making these improvements, the usability of park green space will be improved because the sheet flow of stormwater would no longer over saturate the soil.

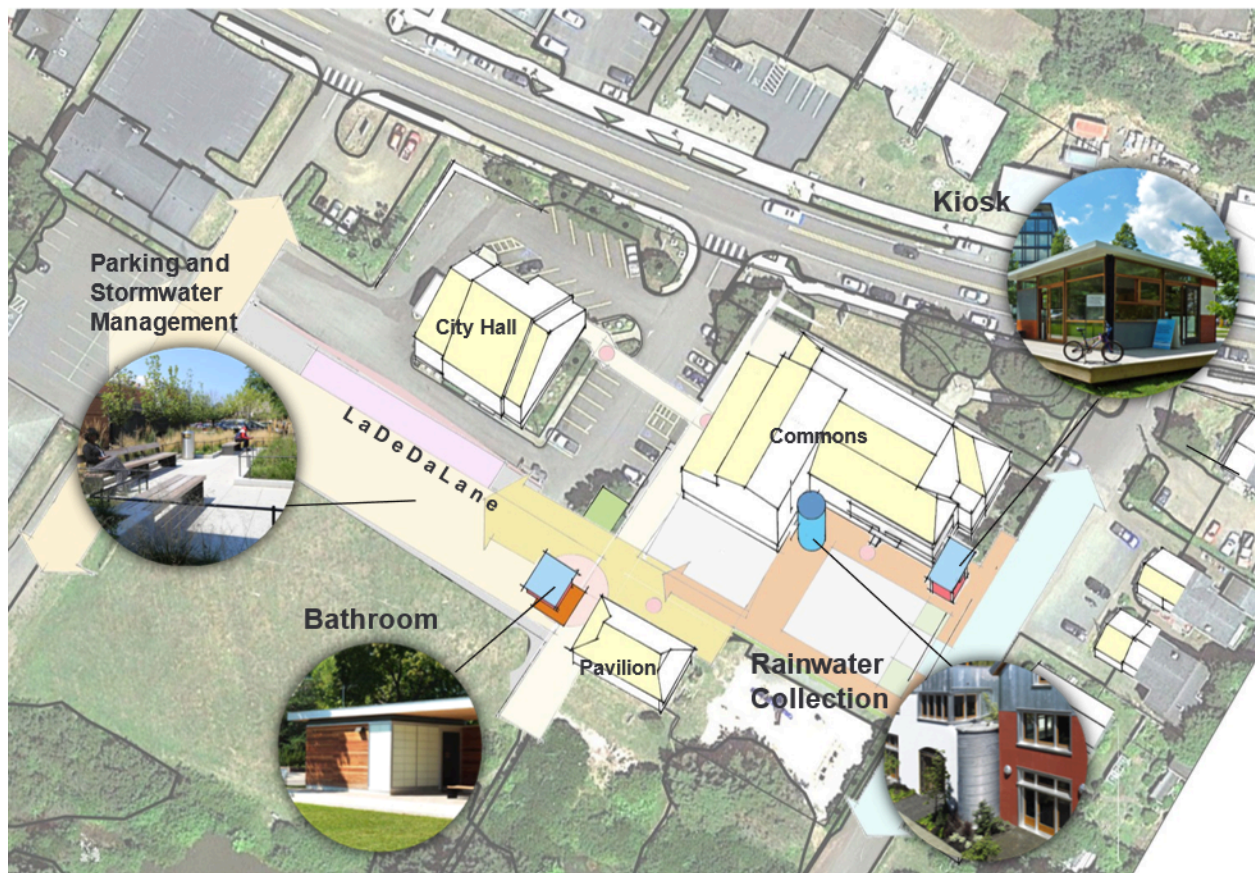


Figure 36: Connecting Improvements Along a Central Spine. La De Da Lane has 3 primary areas that can be improved overtime with subsequent investments that support the Civic Campus Resiliency Plan.

Selecting the Priority Southeast Edge

Of the two edges, the Southeast edge has the greatest near-term potential to increase resilience on the Civic Campus by adding renewable electricity generation and enhancing socio-economic character within the community. The Southeast edge contains the two critical civic buildings – both city-owned and controlled - that are the logical loci for refuge, shelter, and command required during and after a hazard event. Only one of the buildings – the Commons is equipped with back-up power capability. It is currently backed up by a 30 kW generator. In an extended outage keeping this generator fueled would be a problem, particularly if the power outage was accompanied by road closures and fuel shortages. The Southeast edge is also home to the greatest mix of activities that supports economic and social outcomes that contribute to resilience, and as discussed above offers numerous locations for other resilience-related site and facility improvements to be implemented. Supplemental solar panels and batteries, along with strategic upgrades to the overall electrical system infrastructure would greatly enhance supply of durable power, reduce its cost, and minimize reliance on the diesel emergency generator.

While the North edge also possesses reliance needs and potential, the only critical; City-owned facility - the WasteWater Treatment Plant – is already equipped with a stationary back-up power system that can power the plant during most common power outage events. At the time of publishing of this plan, the future of the library in its North edge location is uncertain, and the ownership structure of the church may be in flux. The North edge will offer resilience project opportunities in the future, particularly the potential associated with electrical interconnection between facilities within the edge. But for the reasons stated above, it is not the priority edge for near-term projects that will enhance Civic Campus resilience.

As illustrated below, the Southeast edge is the focus for the definition and evaluation of potential priority projects that can satisfy the definition of successful grant-funding resilience and renewable energy projects that would be suitable for the next cycle of construction grant funding by ODOE.

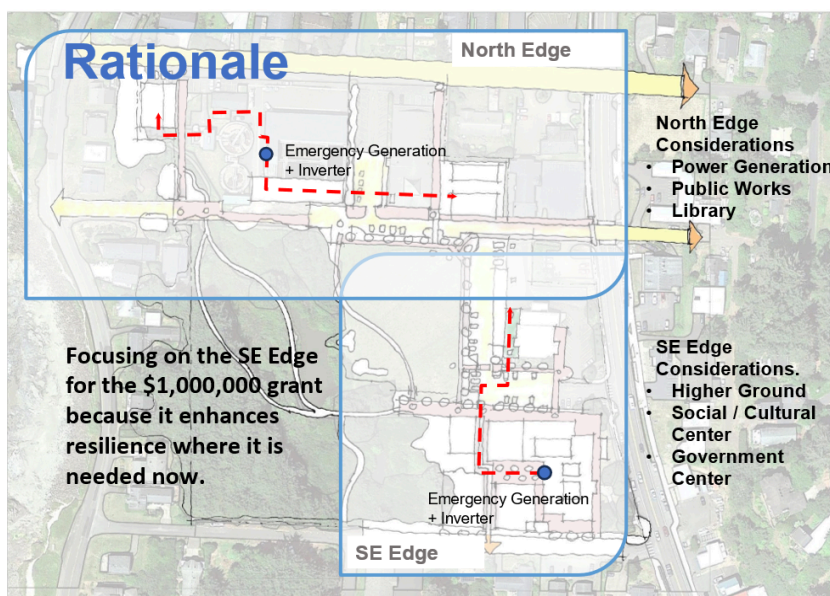


Figure 37. Interconnection of Buildings.
When the buildings on the Southeast Edge are connected with electrical infrastructure, it will improve the resilience to the services that lack such resilience.

An initial resilience project for the Southeast edge would start by interconnecting the electrical systems of the Commons, City Hall, and the Pavilion. This will create a core electrical “foundation” that supports installation and integration of near-term solar system elements and additional solar system and potential wind turbine installation in the medium term future. In addition to added solar, a Southeast edge project should include necessary repair and rehabilitation to the existing back-up power system and investment in building energy efficiency opportunities that will reduce the need for electricity in the Southeast edge facilities.

The North edge currently has sufficient critical facility emergency power. Like the Southeast edge, there is also the potential to connect electrically to the nearby buildings to expand resilience on this edge of the Civic Campus. The addition of solar panels and battery storage is envisioned to further augment North edge resilience and ultimately create the logical location for charging of future City-owned electric fleet vehicles.

The envisioned resilience enhancement within both edges of the Civic Campus has both implications and concept connections to Citywide resiliency issues and ideas such as those listed below.

- Augment portable generators/batteries for remote power serving pump stations, caches, and potentially individual citizens and other critical facilities.
- Expand fuel storage capacity at Fire Station and Wastewater Plant
- Establish an emergency power Cache south of the bridge with generator and food and fuel cache that provides power resources to that area and becomes a point of refuge in a Cascadia earthquake event or similar.

Site Renewable Resources

1. Solar resources in Yachats are comparable to other locations in Western Oregon - both on the coast and in the inland valleys. The Civic Campus site itself has numerous unshaded locations that will accommodate optimal solar installations, as well as a few modestly sub-optimal locations that will still generate meaningful electrical energy.
2. The site is also fairly windy, as would be expected on the Oregon Coast. However, the frequency of wind conditions that can generate meaningful energy via wind turbines is not ideal. Wind turbine installations of identical capacity to solar will generate about 60% of the energy generated by the solar panels.
3. Based on current technology, solar is a preferred and more cost effective renewable energy resource than wind at this site. However installation of an inverter system with the capability of interfacing with either wind or solar resources is recommended. This would allow the City to compare performance of different systems as new technologies are developed.

Future Civic Campus Microgrid

Developing a micro grid at the Civic Campus Scale is not currently feasible until such time as Central Lincoln Public Utility District is able to administer Microgrids within their operations. At that time, there will be a number of potential benefits at multiple scales.

City Wide Scale: At some point in the future, it may be possible to interconnect all buildings and power sources on the Civic Campus with nearby buildings such that critical services such as the C&W Market refrigeration equipment are able to prolong food storage during an outage using backup power resources that are located at other buildings.

Campus Scale: Currently there are backup generator facilities at the Commons building and the WasteWater Treatment plant. Through a microgrid, these emergency power resources could be extended across the campus (connecting North and Southeast edges) to nearby buildings adjacent to the Civic Campus during an extended power outage .

Building by Building: The interconnection of buildings in the North and Southeast edges accomplishes needed resilience goals without a microgrid, building on the current emergency backup configuration. However, implementation of a microgrid in the near-term, if possible, would represent another technological way to accomplish this interconnection.

VI. PLAN CRITERIA, GOALS & GUIDELINES

The Civic Campus contains municipal services and facilities that strengthen social and economic outcomes in the City. These activities are crucial to the regeneration of community resilience. Working with the community and stakeholders, a vision for how the Civic Campus can play a key role anticipating preparing for, training for, and recovering from hazard events. This plan identifies how the physical planning investments and policy planning changes can support future project investments to reinforce this vision overtime on the Civic Campus.

This plan supports the community vision for resilience and the role of the Civic Campus in a Hazard/Emergency. It makes links between what can be accomplished in the Civic Campus with other areas of the City in order to support community wide resilience. These include hazard response services and improvements that are also used to support the local economy and the everyday social activities in the City. The Community Vision for Civic Campus in a Hazard/Emergency was developed based on community feedback from public meetings and survey responses. (See Section IV of this plan document.)

Community Vision for Civic Campus in a Hazard/Emergency

The excerpt from the Vision Statement below (see full Vision on page 31) synthesizes goals from the public involvement process and defines a role for the Civic Campus for emergency response.

In an emergency or hazard event, the Civic Campus will serve as a:

- *Central community gathering point for evacuation and sheltering, a place to connect with family, and gain access to essential survival needs such as cooking and refrigeration, hygiene facilities, and clean water.*
- *Command response center for communication and services including access to equipment and food distribution, water storage and filtration, light emergency medical needs and supplies;*

- *Distribution center for mobile batteries that can power other essential services off-site such as water filtration pumps, refrigeration to preserve food stores;*
- *Hub for access to durable power and electricity. Renewable energy is intended to power every-day needs with batteries and generators as emergency back-up power. Interconnection of building energy systems allow for sharing of power needs to support safe refuge and maintain essential city and community services.*

Plan Elements

The plan supports this vision and complements the City's emergency management plan implementation by strengthening areas of the City such as the Civic Campus so it builds greater energy resiliency, and economic and community capacity to respond to hazard events. This includes establishing a network of resources such as caches, fuel storage and refuge areas that can be accessed in the immediate area. An important aspect of implementing this vision is improving communication prior to, during, and after an emergency event.

The plan links Citywide, Civic Campus, and Building Scaled Plan Elements to achieve the vision through strategic goals, objectives, guidelines, and criteria as recommended requirements for planning or physical improvement::

- **Goals** describe the outcome desired within each scale to promote resilience.
- **Objectives** describe the actions that can be measured to achieve the goals.
- **Guidelines** are objective and qualitative standards which should be incorporated into the design of a project.
- **Criteria** highlights measurable outcomes that are key performance indicators in meeting the objectives.

The plan requirements are derived from community feedback as documented and interpreted by the planning team. They are intended to provide a method for identifying and evaluating potential resiliency investments which reinforces resilience in the City.

Plan Element: Citywide Scale Energy and Resiliency

The City plays an important role in providing services to the community inside the City and in surrounding unincorporated areas. As such, potential Citywide investments are considered to serve residents in unincorporated areas as well. It also is an important tourist destination which benefits the local economy and in turn helps support a sustainable community. Within this Resiliency Plan there are links between what can be accomplished in the Civic Campus to other areas of the City which includes hazard response services and improvements that support the economy and the everyday activities in the City.

Goals

1. Establish strategies that link projects in the Civic Campus and support synergies in projects in other areas of the City.
2. Create a model of sustainability and resilience on the Oregon Coast such as an "Eco Demonstration Hub".

3. Connect critical water infrastructure power needs to emergency generation with fuel to support extended power outages.
4. Allocate resiliency related services and resources in an equitable manner on either side of the Yachats River.
5. Designate a central emergency response office in the Civic Campus to coordinate response to long-term hazards.
6. Improve signage to support education around environmental design and wayfinding for emergencies,
7. Expand awareness of Yachats history that fosters sensitivity and understanding of indigenous communities past and present.

Emergency Procedures

PORTLAND STATE UNIVERSITY

BUILDING NAME: _____ ROOM #: _____

DEPARTMENT SAFETY CONTACT: _____ EVACUATION LOCATION: _____

PSU ALERT Opt in for text message notifications at banweb.pdx.edu

MEDICAL EMERGENCIES CALL 911 IMMEDIATELY • Provide the location, nature of injury or illness, current condition of the victim, and any other requested information • Provide assistance if medically qualified • Stay with the victim if possible • Do not move the victim unless they are in immediate danger AFTER EMERGENCY Students: Center for Student Health and Counseling Faculty/Staff: Office of Human Resources for workers compensation support	ACTIVE THREAT <i>If you encounter an active threat or violent intruder...</i> • RUN: If you are able, get away from the area. • HIDE: If you can't RUN, shelter in place, close and secure all windows and doors. Silence ALL electronics. • FIGHT: If you are unable to RUN or HIDE, attempt to counter the intruder using any means available as a last resort.	FIRE <i>If you see smoke or flames...</i> • Pull the fire alarm • Evacuate the building immediately using the closest emergency exit. • Call 911 to report the fire • Assemble in a designated area • Wait for the "all clear" from PSU Alert or first responders before re-entering • DO NOT assume an alarm is false • DO NOT use the elevators
EVACUATE <i>If an unsafe situation occurs INSIDE your building...</i> Examples: Fire, indoor hazardous materials spill, power outage • Proceed safely to the nearest exit, do not use elevators • Exit the building and stay clear of the area • Wait for the "all clear" from PSU Alert or first responders before re-entering • If you are unable to evacuate without assistance, share your location and needs with someone who is able to share this with emergency responders	NEED HELP? Call or Text 911 PSU Emergency 503-725-4404 PSU Non-Emergency 503-725-4407	SHELTER IN PLACE <i>If an unsafe situation occurs OUTSIDE of your building...</i> Examples: Earthquake, outdoor hazardous materials spill • Move to an interior space, away from windows • Wait for the "all clear" from PSU Alert or first responders before exiting
SUSPICIOUS ACTIVITY SUSPICIOUS PERSON(S) • Do not confront the person(s) • Do not let the person(s) into a locked building or office • Do not block the persons access to an exit • Secure your office or immediate area if you are unable to safely evacuate SUSPICIOUS ITEM(S) • Do not handle or open the item(s) • Leave the area and close doors behind you <i>Report suspicious activity with Campus Public Safety Office: 503-725-4407</i>	EARTHQUAKE <i>If you feel shaking...</i> • Drop, Cover, Hold—drop down to the ground, find cover (table, desk, etc.) and hold on! • Stay indoors until shaking stops • Stay away from glass and windows • Be aware: fire alarms and sprinkler systems frequently go off in buildings, even if there is no fire • Expect and prepare for aftershocks	WINTER WEATHER • Sign up for PSU Alert via Banweb to receive notice of University closures and delays. • Use only pathways which have been cleared of snow and ice • Avoid walking under trees heavy with snow and ice • Dress warmly, carry extra layers TRANSPORTATION INFORMATION • TriMet Alerts: trimet.org/alerts • PBOT Alerts: twitter.com/PBOTinfo • ODOT TripCheck: tripcheck.com/

For more emergency preparedness info:
pdx.edu/emergency-management



Figure 38. Example of Combined Emergency Signage that can be a model for Yachats to communicate about diverse hazard events and provide awareness, help with emergency preparedness and give direction on where to go and what to do under different conditions.

Objectives

- Create a central emergency response office in the Civic Campus that can coordinate distributed response to long-term hazards.
- Incorporate and expand use of alternative energy resources and technologies in appropriate locations throughout the City (e.g. solar, biodiesel, wind power, etc.)

- Develop the Civic Campus as an anchor for emergency actions by public works supporting community and business activities across the City.
- Expand and improve hazard response infrastructure and wayfinding at current distributed locations with particular emphasis in supporting the area “south of the bridge”.
- Maintain the potential to build a future microgrid that may pool generation resources within the Civic Campus and distribute power to nearby users during a hazard event.

Guidelines

1. Identify and aggregate community-wide skills and capabilities to help plan, respond, and recover to different hazard events.
2. Strengthen existing resources and infrastructure supporting caches, meeting points, and water related resources with facilities that provide emergency power, as well as access to medical supplies and services.
3. Strengthen communication network over easily accessible and redundant systems (e.g. CB radios satellite phones, cellular phone network).
4. Strengthen working relationship with Central Lincoln PUD with a focus on improving electrical grid and power reliability.
5. Identify critical infrastructure with the City and support back-up power supplies to these locations.
6. Reinforce education and information in a signage system that supports wayfinding to cultural and social amenities and places where resources and refuge can be received during a hazard event.
7. Promote community activity at locations where economic and social goals can be achieved to promote sustainability and hazard preparedness.
8. Maintain relevant communication and outreach with businesses and residents.
9. Allow use of multiple fuels to provide emergency power and energy at critical locations in the City.
10. Establish a network of accessible locations with facilities that can administer healthcare with power to allow use of medical devices and drugs that require refrigeration.
11. Coordinate location of First Aid supplies at locations distributed across the City with trained individuals who have skills to administer health care during an emergency. Note, the first responders and fire station are better suited for this. Other locations provide complementary backup capability.
12. Promote a network of safe spaces where community members can gather with power and communication sources and reconnect people who are separated during a hazard event.
13. Reduce reliance on carbon based fuels in emergency power generation.

Criteria

1. Supply diesel fuel storage that supports 3 month outage for the Cities Critical Facilities.
Measure: 5,000 gallon diesel storage system with annual maintenance to ensure fuel quality is available to meet emergency power needs on both sides of the Yachats River.
2. Improve caches with durable facilities that are easy to access on north and south sides of the Yachats River in preparation for Cascadia Seismic event according to the Emergency Preparedness Plan.
Measure: Continuously monitor and maintain facilities and contents of caches according to the Emergency Preparedness Plan.

3. Establish locations on the beach to cross the Yachats River if the Highway 101 bridge is out of service.

Measure: Make emergency beach access points on either side of the Yachats River and store bridge materials to cross the river.

4. Communications command center located in Civic Commons with improved wayfinding signage around the City.

Measure: Locate radio antenna and command center in the City Hall building and ensure capability to communicate and access distributed locations within the City.

5. Electrify city vehicle fleet and emergency generation systems to reduce demand for Diesel fuel for emergency generation.

Measure: City to make initial electrical vehicle (EV) purchase and install EV charging station at the Wastewater Treatment Plant.

Plan Element: Civic Campus Scale Energy & Resiliency

The following list of goals, objectives, guidelines, and criteria apply to resilience investments within the Civic Campus. They are derived from community feedback as documented and interpreted by the planning team, and are intended to provide a method for identifying and evaluating potential resiliency investments. The Civic Campus is the heart of Yachats's social and economic system and significantly supports resilience for the community in Yachats and in the surrounding unincorporated areas. It has buildings and site improvements that makes a central place where the community convenes events and conducts government activities.



Figure 39. As renewable power and water management systems are added to the Civic Campus combine them with needed site improvements that improve circulation, promote desired activities, and make appropriate settings that enhance social and economic vitality.

Goals

1. Connect Civic Campus buildings such that backup up power resources at one building can be shared to support neighboring buildings in an extended outage.
2. Make cost-effective investments in an integrated approach (e.g. invest in efficiency prior to renewable energy).

3. Installed systems should be compatible with a future network of power sources, potentially configured in a small microgrid which will allow power resources at the Civic Campus to be shared with nearby users.
4. The designed buildings and site improvements should provide the City with the greatest flexibility to respond to a power outage.
5. Anticipate future infrastructure investments including wayfinding, bathrooms, rainwater harvesting that support community needs during a hazard event.

Objectives

1. Provide durable and reliable power generation to match minimum assignable loads during the 5 months when PV power generation is at its lowest.
2. Define and establish minimum assignable loads.
3. Use buildings and site improvements to make settings for day to day activities that can also provide a refuge following a hazard event.
4. Re-establish regular community functions on the Civic Campus to provide education and training about wayfinding, services, materials, and methods related to hazard events.
5. Establish areas of refuge and shelter within specific facilities.
6. Reduce energy and maintenance costs associated with facility operation.
7. Create a command center for emergency response and communications.
8. Provide a central community source for potable water if the water system is disrupted.
9. Enhance public hygiene capacity for visitors and residents with public bathrooms, handwashing station, water-bottle filling
10. Improve stormwater management to control surface runoff and use roof water capture and reuse for emergency uses to minimize runoff impacts and serve potable and non potable water uses.

Guidelines

1. Use and apply renewable energy systems.
2. Optimally locate and orient solar panels.
3. Establish multiple uses for any newly constructed solar canopies or support structures.
4. Promote diversity of energy systems sited on the Civic Campus (batteries, generators, EV chargers, etc.)
5. Evaluate projects within the Civic Campus development framework.
6. Upgrade facilities with seismic improvements as and where appropriate.
7. Reinforce activities that connect community members to programs that build capacity to work together during a hazard event.
8. Maintain community engagement to advance resiliency development.
9. Engage and involve businesses that promote a sustainable economic base for the City with the capacity to recover following a hazard event.
10. Strengthen the electrical infrastructure to connect multiple buildings to emergency power generation.
11. Plan renewable energy projects to ultimately achieve Net Zero Energy / Net Positive Energy performance and/or connect to a future microgrid.
12. Include appropriate amounts of refrigeration, lighting, cooking, heating, and cooling in the definition of minimum assigned loads that supports community needs during a hazard event.

13. Oversize conduit where it can be used to connect electrical infrastructure in the north and southeast edges of the campus.

Criteria

1. Meet wintertime electrical loads during an extended power outage.
Measure: For the Southeast edge, design a solar electric system that incorporates the backup generator, minimizes generator run-time, and meets a well-vetted set of minimum required loads during a power outage.
2. Provide power to critical loads independent of the availability of Utility power.
Measure: Implement net metering arrangement and obtain utility approval of installed solar electric systems.
3. Provide flexibility to power more loads when the projected time of the power outage is short or when temperature and daylight conditions are favorable.
Measure: Provide load management system to match use with power generation during the 5 months when PV power generation is at its lowest.
4. Implement a project that fits into the Civic Campus development framework.
Measure: Apply for and win ODOE construction grant for a resilience and renewable energy project on the Civic Campus.
5. Advance community awareness and hazard event training.
Measure: Organize and re-establish hazard event gathering and “festival” at the Commons.

Plan Element: Building Scale Energy & Resiliency

The following list of goals, objectives, guidelines, and criteria apply to resilience investments associated with individual buildings. They are derived from community feedback as documented and interpreted by the planning team, and are intended to provide a method for identifying and evaluating potential resiliency investments.



Figure 40. Make improvements to the Commons for community use of multipurpose spaces with energy efficiency and energy management improvements to support these spaces as a refuge during hazard events.

Goals

1. Reduce building operating costs.
2. Improve occupant productivity and comfort.
3. Improve safety of occupants, maintenance personnel, and visitors.
4. Sustain critical building functions for a 3 month power outage.
5. Improve how building uses and activities support social and/or economic outcomes in the City and sustain services during a hazard or emergency event.

Objectives

1. Reduce energy and maintenance costs associated with building operation.
2. Implement all cost-effective and appropriate energy efficiency improvements.
3. Install maximum amount of rooftop solar.
4. Relocate and/or replace deficient electrical system components.
5. Ensure all buildings have access to back-up electrical power.
6. Provide comprehensive and responsive system controls within all buildings.

Guidelines

1. Locate solar system components to allow for easy and safe cleaning and maintenance.
2. Meet all code and utility requirements.
3. Create an electrical system that allows smooth transition from normal operation settings to power outage.
4. Implement Energy Conservation Measures (ECMs) as a priority to reduce power demand met by renewable energy systems.
5. Connect to nearby buildings to share a common emergency power generation and storage system.
6. Select materials and systems that minimize long term operational and maintenance costs.
7. Minimize use of materials that contribute to ecological degradation and emit carbon during their production.

Criteria

1. Improve building energy efficiency on campus. **Measure: Ultimately achieve electric bill reduction targets of 6% on the north edge by 20 % and on the southeast edge. Coordinate and track utility bills to verify savings.**
2. Establish and meet critical building loads at all times without complicated occupant or operator intervention. **Measure: Install electrical infrastructure with load management system to allow seamless transition from normal building operations to emergency operations.**
3. Maintenance Cost; Use materials and building systems that are adapted to City of Yachats Public Works Department capacity and the site's location on the Oregon Coast. **Measure: Improve durability of the systems using building materials that are adapted to moisture and salt air.**

VII. IMPLEMENTATION

Applying what has been learned through the engagement process, the plan document should be a touchstone and guide to improve the Civic Campus, as well as the areas around the Civic Campus. These improvements are intended to strengthen resilience by advancing community cohesion and economic development, and positioning the community to prepare for, survive, and recover from serious and disruptive hazard events. Through continuous engagement with the community, advice from partners, and direction of council this plan can be adapted to implement improvements that are logical and cost effective.

Administration and Support

It is recommended that the plan be adopted along with organizational measures to support the use of the plan. Plan administration and support is acknowledged as a critical element to ensure that any good idea that may be achieved in a funded project receives the necessary community stewardship to insure maximum success. This is envisioned to involve an entity inside the City or in collaboration with the City to administer the plan, i.e., an advisory group. Such an entity could recruit project and community partners and form trusting agreements as improvements are made on the campus. See *Appendix C | Draft 2.2 Community Vision and Project Parameters*

Inclusivity

It is also acknowledged that successful resilience projects should promote inclusivity across disparate communities within and around Yachats. To promote inclusivity with marginalized communities in Yachats, future projects need to identify partners early in the project who are engaged with providing support with BIPOC communities. This includes working with partners supporting LGBTQ, homelessness, food insecurity, tourism and other organizations on the Oregon Coast who include BIPOC equity outcomes in their mission and provide direct assistance, grant funding, and can sustain long term partnership agreements. Values that are reflected in future projects should be aligned with and communicated to potential partners who can leverage the investments in renewable energy and resilience. A fundamental value is seeking to collaborate with such partners to share costs and promote benefits that serve the most vulnerable in the most sustainable way that prepares everyone for anticipated hazard events. See *Appendix H | Relational Accountability Plan*

Acknowledging that the goal of resilience has a social cohesion and economic development component is important. Opportunities to respond within the local community and economy should promote inclusivity with underserved and marginalized people. Partnering with organizations that have similar goals and desired outcomes is valuable. In addition, having a working relationship and commitment that instills trust between partners makes it easier to form lasting agreements that can translate to implementation of more significant and comprehensive resilience projects.

Partnerships

This resilience plan for the Civic Campus recognizes that the programs and services that exist and must be operational during a hazard event. Most of these programs and services should be represented by members of an Advisory Group who can also maintain connections to the leaders in the community. It is expected that many of the emergent and potential partnerships may result from these relationships and connections. Partners should be recruited who have a shared interest in potential projects, and can contribute to the financial and community underpinnings of a given project. These partners could be private or public partners. Private partner investment includes private impact grants, local business coinvestment, grant from a benefactor, non profits, or other interested private parties who would be interested in sharing the cost and burdens in a public project. Public partner investments include grants and low interest loans from government organizations. As priority projects are identified within the framework of this resilience plan, the City and its aforementioned partners can refine the definition of such projects and secure grant funding for those projects through financing agreements and other administrative mechanisms. Some initial ideas for potential partners are presented below.

Program Partners

The Presbyterian Church ministerial programs and Yachats Youth and Family Activities Program (YYFAP) as well as other community and business organizations use the Civic Commons; they often conduct programs that serve disinvested and underserved in BIPOC and white communities.

Capital Improvement Partners

Collaborating organizations that have resources to support construction and maintenance of projects that fit into the framework of this plan could be supported through an Oregon Department of Energy (ODOE) Community Renewable Energy and Resilient Planning Grant. Collaborators who have self-identified as advocates and allies for over the course of this planning effort include:

- Oregon Department of Energy
- Oregon Coast Visitors Association
- Library Commission
- Chamber of Commerce
- Presbyterian Church

Project Implementation

Use the assessment framework and the plan criteria to define and prioritize projects. The goal is to create a project that meets resilience goals as well and attracts partners to support funding and operations of the project.

Decision Making

For a given potential project to get started, a clear decision-making process needs to be defined and understood. In Yachats, final decision making power is founded by City Council's resolution. Part of the decision making process is likely to occur well before Council resolutions are considered and includes determining what elements of a project are good ideas and whether it is worth supporting. Another part is establishing criteria for implementation that can help the community and city council weigh the value of projects that are competing for limited resources.

A decision making process is needed that includes the formation of a recommendation from an advisory group to City Council that is well supported by the vision and goals determined through the community engagement process and value to the City as a whole. Such an advisory group could have the agency to form agreements, form projects, and help guide the project through the entire implementation process from resolution adoption to post-construction operation.

Agreements

Agreements would typically start with memoranda of understanding between collaborative partners who have an interest in pursuing a grant, forming a project definition, securing funding, and/or operating facilities. These initial agreements would establish the lead entity for delivering the project and who would maintain the facilities.

Follow-up agreements would potentially include financing and other more comprehensive operating agreements between partners to achieve shared outcomes and establish each partner's role through project design, finance, construction, and operation of facilities.

Long Term Stewardship

Longer-term operating agreements are possible to assign responsibility to an entity to coordinate successful project development and long term operations. Such an entity would report to the City Council but might administer the day to day activities to support grant application preparation, design of facilities, construction, and long-term facility operations.

Plan Element: Implementation

The following list of goals, objectives, guidelines, and criteria apply to the implementation of potential resiliency projects both in the near-term and longer-term future. They are derived primarily from the experience of the planning team members, and are intended to prepare City leaders and decision-makers to successfully navigate the complexities that can be involved in infrastructure construction and especially existing facilities retrofits and remodels.

Goal:

1. Make efficient use of the City's Capital Improvement process to leverage budgets that may already be approved for building component improvements by including those improvements in supplemental grant funding applications.
2. Pursue grants that leverage private partner co-investment to fund resilience projects on the Civic Campus.

Objective:

1. Define a grant competitive renewable energy and resilience project
2. Apply for and win grant funding.
3. Identify partners who can co-invest and equitably share the costs and benefits.
4. Create or hire a project administrative entity.

Guideline:

1. Follow the resilience planning framework as defined in this plan.
2. Understand and follow grant submission requirements and guidelines.

3. Meets the project cost requirements of grant and private funding sources.
4. Achieves a proposed project funding ratio of \$1 of City investment to \$5 of non-City investment (from other sources such as grant funding or supplemental private partner investment).
5. Responds to both aspects of resiliency – hazard event response and social/economic sustainability).
6. Includes scope of work elements that respond to needs of marginalized communities and supports recruitment of partnerships within those communities.
7. Has the capacity to track and prepare grants with partners on an annual basis to support investment in the Civic Campus and City overall.

Criteria:

1. Minimizing cost to the City. **Measure: City investment should not exceed 20% of the grant cost.**
2. Have a project partner (s) who share common interest and who want to share the costs and benefits of investing in the City. **Measure: Develop memorandum of understanding to establish and guide roles during project definition.**
3. Sharing capital and operational cost equitably. **Measure: Approve finance agreements to initiate projects and secure funding between partners.**
4. Give an entity the capacity to pursue grant funding, define a project, find partners, and form agreements to build and operate a project.
Measure: City Council action to define the role and responsibilities of an entity to advance grant funded projects.
5. Have an approved project.
Measure: City Council action approves project to move forward.

VIII. CONCEPTS AND PROJECTS

Candidate Scenarios

The four candidate energy concept scenarios that were defined and evaluated in the development of this plan are listed below. As noted in Chapter IV, Selecting the Southeast Priority Edge, these scenarios focus on the Southeastern campus edge to enhance resilience where there is an existing gap and create greatest opportunity for improved community refuge. All provide renewable and resilience energy to the Southeast edge of the Civic Campus and are generally configured as variations of the system schematic shown below. See *Appendix E: Summary of Relevant Concepts for Civic Campus* for more detailed information on each of these scenarios.

Scenario 1 - Solar Rooftop only

Scenario 2 - Solar Roof Top with Wind (no Solar Canopies)

Scenario 3 - Full Solar and Wind (with Solar Canopies)

Scenario 4 - Optimized Solar only (Canopies and Roofs)

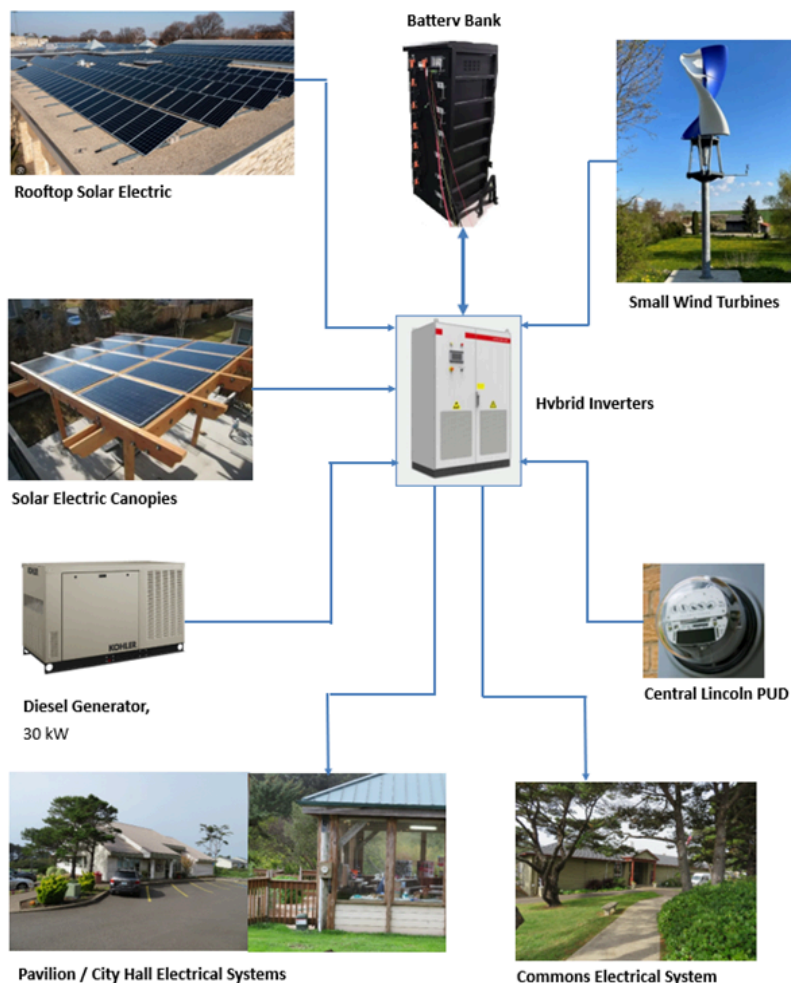


Figure 41. All scenarios build upon a basic electrical infrastructure foundation that includes upgraded electrical equipment rooms and site distribution that facilitates connection to energy generation equipment and electrical loads in the Southeast edge. Conceptually, these scenarios are all variations of this system.

Based on the comparatively poor performance associated with small scale wind turbines, only Scenarios 1 and 4 were carried forward for more detailed performance and budget analysis as *Candidate Project Options*. As candidate projects, these scenarios were further structured to allow sequential additions to a base project (Scenario 1) that could provide at least 87% of the total Southeast edge annual electricity needs (following implementation of building energy efficiency measures). Sequential project additions were added to

Scenario 1 and defined as Scenario 4 that would provide all of the annual electricity requirements and achieve Net Zero Energy performance in the Southeast edge. Both scenarios were further evaluated for their potential to become a priority project that has the highest success potential to be included in a subsequent \$1 million ODOE construction grant.

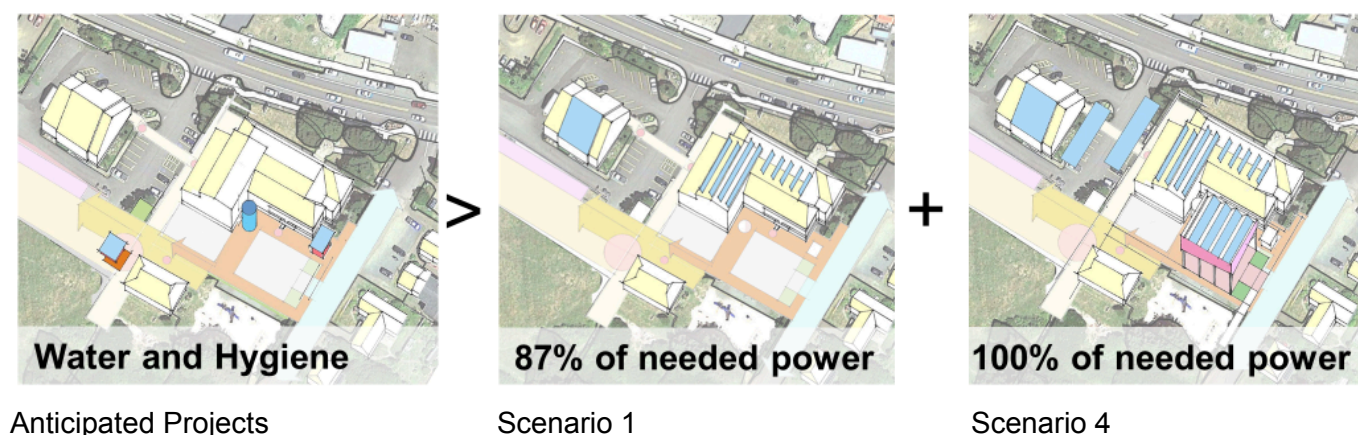


Figure 42. Candidate concept scenarios also anticipate community goals for bathrooms, kiosks, and rainwater collection as well as the basic infrastructure locations that connect the Pavilion, City Hall, and Commons as a refuge for services that have 100% of the power needed to operate facilities following a hazard event.

Candidate Scenario Concepts

The candidate scenario concepts are aligned with the site development framework and project goals (as defined in Sections V and VI of this plan) that are applicable to the Southeast edge. In the southeast corner, there are several scenarios and opportunity sites within which to add solar panels on the roof or on standalone canopies.

Scenario 1

Project candidate options were somewhat limited within project scenario 1. In addition to the base scope that covers supporting electrical equipment and electrical site distribution, the scope variations involve the location, configuration, and capacity of rooftop solar panels. Three additive scope of work definitions were ultimately defined as an outcome of the project performance evaluations.

Senario 1A: Commons Rooftop Solar: 49.56 kW racked installation that generates 54,070 kWh annually (53.2% of annual SE edge use after efficiency and 20% of winter months electricity use).

Senario 1B: Commons Rooftop Solar & City Hall Center Roof Area: 49.56 kW racked installation & 23.1 kW flush-mounted panel installation that generates 72,671 kWh annually (71.5% of annual SE edge use after efficiency and 26% of winter months electricity use).

Senario 1C: Commons Rooftop Solar & City Hall Entire (west-facing) Roof Area: 49.56 kW racked installation and 39.9 kW flush-mounted panel installation that generates 88,116 kWh annually (86.7% of annual SE edge use after efficiency and 31% of winter months electricity use).

Scenario 4

For concept Scenario 4, six project options were defined, all of which considered different locations, construction types, and materials. The option variations were significantly more complex than Scenario 1. This is due to the unique site conditions of each option, varying site structures and canopies, and the degree to which additional solar photovoltaic panels could also create site amenities that enhance community use of the site in different ways. Each had tradeoffs in the potential to reinforce site design objectives, support covered activities outside, and provide outdoor setting for community activities. See *Appendix E Summary of Relevant Concepts for Civic Campus* for more details.



Figure 43. Six candidate options were considered to boost collection capacity to generate as much power as would be required to sustain the Southedge activities for up to 3 months when power generation is at its lowest.

Evaluation of these candidate project options was more complex than the energy performance evaluation executed for Scenarios 1 and 4. Feedback from the community was solicited during the in-person open house, and the candidate options were scored within a four-star scoring system across multiple benefit categories, as shown below (next page). The mass timber barn site structure option scored the highest but as discussed further in this section, comes with a significant first cost that will preclude it from being submitted for grant funding in the next grant cycle. Energy performance associated with project Scenario 4 is summarized below (additive to Scenario 1C).

Benefit	Simple Porch	Big Porch	Metal Barn	Mass Timber Barn	Skate Park Pergola	Parking Canopy
Cultural	***	****	****	****	*	*
Economic	****	****	****	****	**	**
Social	***	****	****	****	**	**
Resilience	**	***	****	****	**	**
Refuge	***	***	****	****	**	**
Maintenance	low	low	high	med	med	med
Power	**	***	****	****	****	****
Cost	med	med	med	high	high	low

Figure 44. The Mass Timber Barn Scored highly as a candidate project with the greatest value proposition but exceeded the ODOE limit of grant funding of \$1,000,000. * = low to **** = high

Priority Project Options

Scenario 4A: Mass Timber Barn: 22 kW raked installation on a 60-ft. by 60-ft structure that generates an added 25,036 kWh annually. When added to Scenario 1C, total renewable power generated is 113,153 kWh annually (111.3% of annual SE edge use after efficiency and 43% of winter months electricity use).

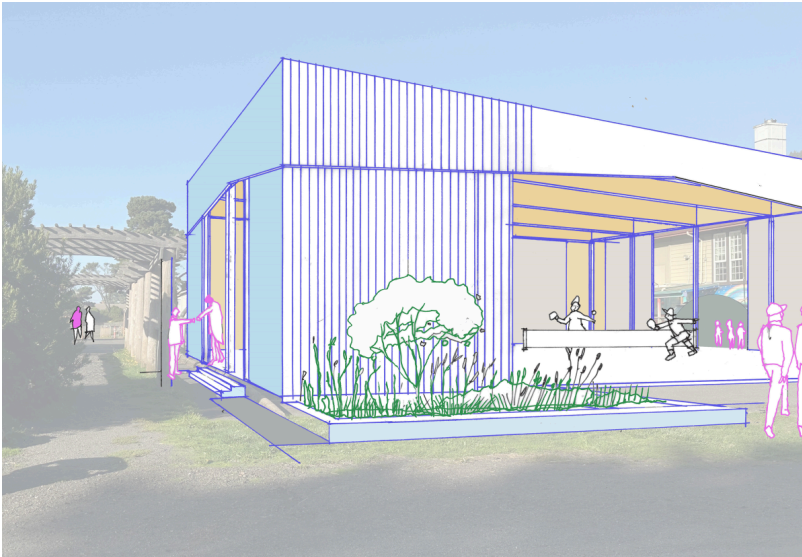


Figure 45. Mass Timber Barn can cover the existing parking lot and provide for covered outdoor activities supporting social and economic objectives.



Scenario 4B: Parking Canopy: 24 kW flush mounted installation on a single 86-ft by 16-ft canopy that generates 25,734 kWh annually. When added to Scenario 1C, total renewable power generated is 113,859 kWh annually (112% of annual SE edge use after efficiency and 41% of winter months electricity use).

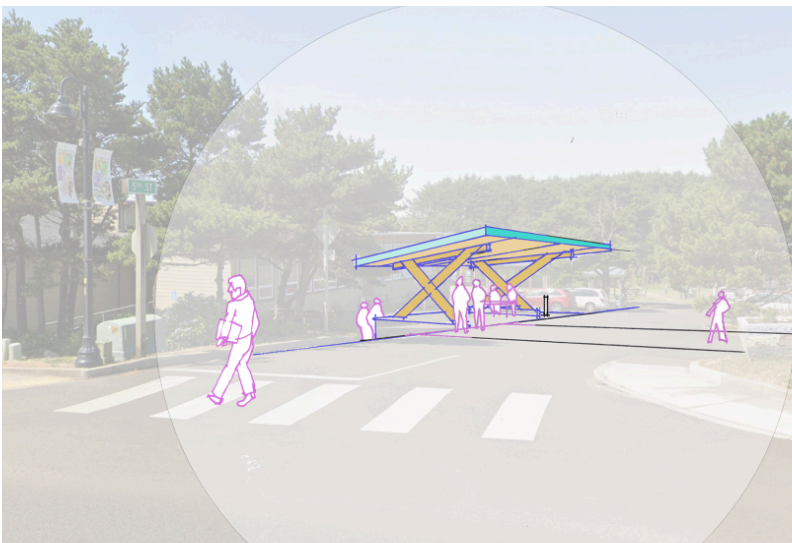


Figure 46. Mass Timber solar canopies can cover existing parking spaces and enhance awareness of the campus as a resiliency and emergency response center.



Criteria

Goals

1. First cost, meet the \$1 million funding threshold for the ODOE Community Renewable Energy Construction Grant.
2. Maximum Renewable Energy: Maximize renewable energy generation, annually and during the winter months.
3. Reduce fossil fuel usage: Minimize regular reliance on fossil fuels where possible (e.g. diesel fuel consumption within the supplemental back-up electrical generator) through the use of clean energy generation and battery storage.

Objective

1. Assess Civic Campus essential facilities for integration of renewable energy and resiliency planning opportunities and identify energy efficiency conservation measures.
2. Define a grant competitive renewable energy and resilience project
3. Apply for and win grant funding in the next Oregon Department of Energy construction funding cycle.

Guidelines

1. Follow the resilience planning framework as defined in this plan.
2. Understand and follow grant submission requirements and guidelines.

Criteria

1. Reduced energy use in buildings. **Measure: Southeast edge electricity use is reduced by at least 20% relative to recent billing history.**
2. Maximum renewable energy generated. **Measure: Solar system provides at least 87% of Southeast edge electricity after efficiency measures.**

Priority Project Options Budget and Phasing Analysis

Budget analysis was undertaken to evaluate the best priority project candidate to carry forward into a \$1 million ODOE construction grant application. Scenario 1b, as summarized below, exhibited a potential project budget that could be funded entirely in a subsequent Oregon Department of Energy construction grant application. While the benefits are predominantly about electrical power resiliency and energy cost savings, a number of infrastructure benefits are anticipated to accrue to the City based on the scope definition for Scenario 1b. A detailed scope of work including a drawing package has been developed based on Scenario 1b. and will be submitted as part of a Oregon Department of Energy construction grant application upon acceptance by the Yachats City Council.



Option	Leveraged Projects	A. Scenario 1b	B. Barn Option 4a	C. Parking Solar Canopy 4b
Program	Water Collection, Filtration, and Distribution with toilet and kiosk facilities.	Electric Infrastructure (\$390,000) with roof mounted solar panels on City Hall and Commons building	Electric Infrastructure (\$390,000) with a freestanding barn to hold up the solar panels.	Electric Infrastructure (\$390,000) with 1 or 2 freestanding canopies with solar panels installed.
Economic Social	Yes	Mainly Power	Yes	Mainly Power
Grant Funded	Future	\$850,000	\$1,000,000	\$1,000,000
City/Partner Budget	Future	\$148,000	\$903,000	\$345,000
Project Budget	TBD	\$998,000	\$1,903,000	\$1,345,000

Figure 47. The first phase would include the electrical infrastructure, be competitive during a grant application process and be affordable to the City.

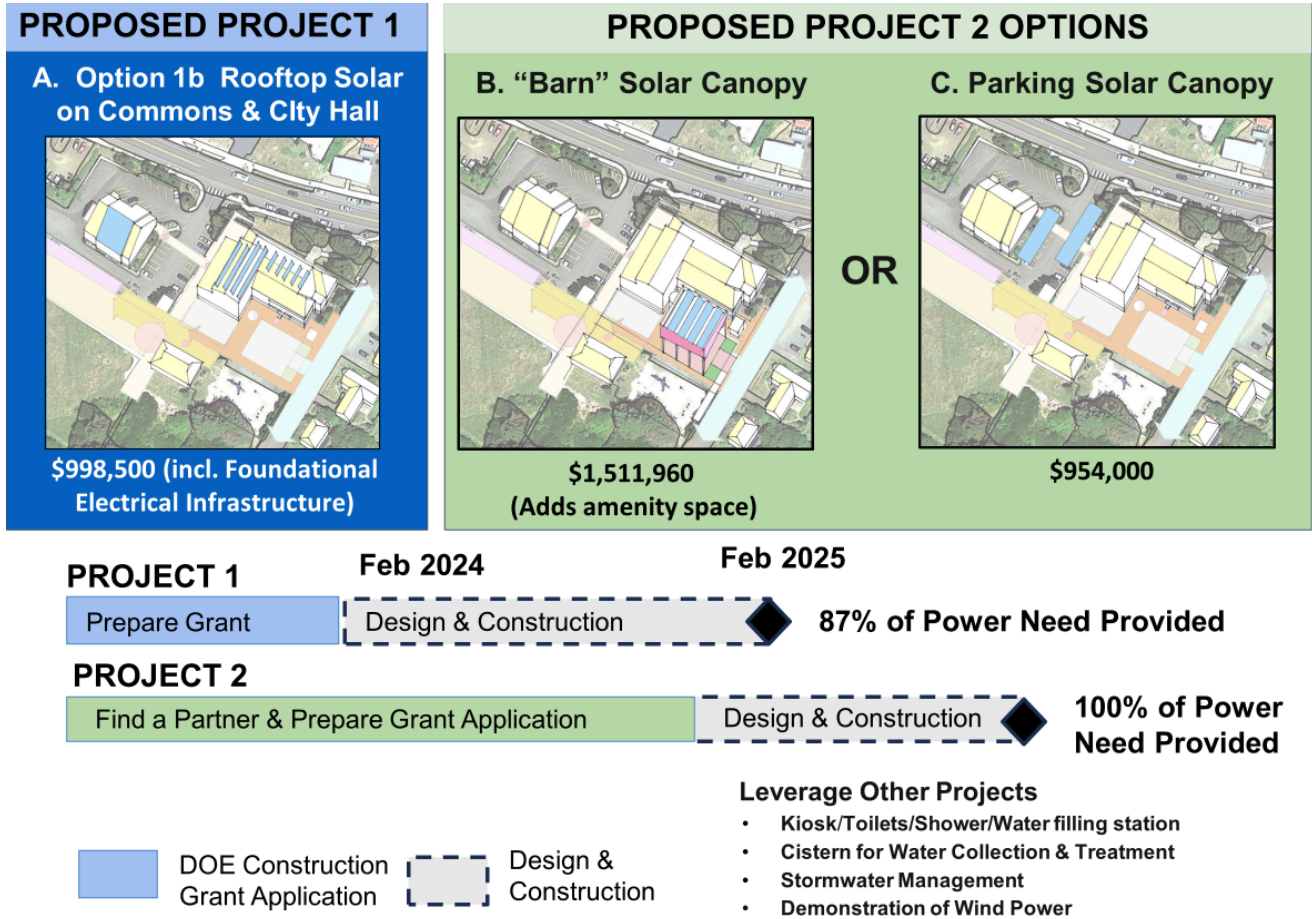
Significant scope of work elements in Scenario 1 include:

- Basic electrical system infrastructure: New relocated main panel, new sub-panels and load circuiting, rehabilitated generator, conduit and conductor to interconnect buildings.
- Solar system: Premium photovoltaic panels (roof mounted), hybrid inverters, batteries, and controls.
- Efficiency measures: Lighting upgrades, heat pump upgrades, floor insulation, heat pump water heaters, HVAC controls re-commissioning.

The back-up power capacity and functionality will be much improved due to this project. In addition, electrical energy costs will be significantly reduced, visual and thermal comfort will be improved, and general safety for operations and maintenance will be improved. The basic electrical infrastructure work is defined to facilitate future expansion of the renewable energy system.

Phasing

In general, the Southeast edge project concept fully supports project phasing and ongoing site improvements to the Southeast edge (as illustrated below) while not precluding the City from undertaking additional work in the North edge.



IX. NEXT STEPS

The Yachats Civic Campus Resilience Plan should be adopted with the following Plan Strategies, Preferred Priority Project, and Implementation Priorities.

Plan Strategies

The resilience plan for the City through the CREPG has three primary scales to support community cohesion around critical facilities that the community needs to strengthen to anticipate and recover from more frequent hazard events. This includes the ideas uncovered during community engagement that can be expressed as strategies that are to be deployed across the City Scale, those at the Civic Campus Scale, and at the building scale within the Civic Campus. These strategies are supported by the efforts of public policy, capital improvement plans, and co-investment with partners in the business community as well as federal, state, and county governments.

City-Scale Resiliency			
Strategy	Action	Status	Lead
Maintain an up-to-date Emergency Preparedness Plan Amendment since adoption of NHMP	City Adoption of Emergency Preparedness Plan Amendments as recommended by the Emergency Preparedness Committee. Consider including cover sheet of bulleted key actions as recommended by the Interim City Manager	Pending	City Manager
Expand Fuel Storage for Diesel Backup generators.	Locate a 5,000 gallon tank at Yachats Fire District Station or in separate smaller tanks that can be located on both sides of Yachats River.	Pending	City Manager
Create geographic equity in resiliency with further planning for a South of Yachats River Refuge and Resilience Center	Consider applying for an ODOE Planning grant to site a facility meeting the needs and goals of South of Bridge residents	Pending	City Council
Civic Campus Scale Resiliency & Project Phasing			
Strategy	Action	Status	Lead
N Edge Resilience	Connect buildings on the North Edge to the 250 Kw Emergency Generator and add solar panels to reduce reliance on diesel fuel for emergency power.	Future g ODOE construction Grant for \$1,000,000.	City Manager
SE Edge Resilience & Refuge	Upgrade electrical infrastructure and add rooftop solar panels to reduce reliance on diesel fuel for emergency power and provide power for up to 3 months during the worst solar power generating days.	Submitting for ODOE CREPG construction Grant for \$1,000,000.	City Manager
Parks Master Plan	Use the Civic Campus Resilience plan Urban Design Concepts and recommendations to inform planned improvements for the landscape, wayfinding, stormwater management, circulation and locating of other amenities.	Pending Parks Master Plan RFP	Cty Manger

Buildings Scale Improvements			
Strategy	Action	Status	Lead
Energy efficiency measures to improve energy efficiency for the buildings on the North and Southeast Edges of the Civic Campus.	Update buildings. Seek grant funding for sensors and controls that allow shutdown of circuits during a prolonged outage.	Pending	City Manager

Figure 49. Recommended implementation strategies.

Many basic needs were identified during the course of this planning effort within and around the Civic Campus. The table below provides an overview of additional needs that warrant serious consideration and action as follow-up “projects” related to community and City resiliency.

CITYWIDE INTEGRATED SYSTEMS	Where & How Much	Resiliency Value
Basic Needs	Possible Location	Role
Refuge	Civic Campus Commons, City Hall, Church, Library etc	Shelter, warmth,
Energy Generation	Civic Campus Buildings	Power
Fuel Storage	Fire Station	Power, Diversity of Back up power
Fire Protection	Fire Station	Life Safety
Caches	Citywide, South of Bridge	Emergency Supplies
Water Filtration & Storage	South Edge Civic Campus, South of Bridge	Clean Water
Central Distribution Center	South Edge Civic Campus City Hall & Commons	Access to Food & Water
Mobile Generators	North Edge Civic Campus WWTP (& City Hall/Commons?)	Access to power
Information Center	Civic Campus, Kiosk near 4th	Tourism, Communication
Satellite phones, radios	City Hall, WWTP	Communication
Mobile Batteries Devices	North Edge Civic Campus WWTP (& City Hall/Commons?)	Access to Power
Refrigeration	Commons	Access to Food
Access - Bikes & Peds	Trails	Access
Vehicle Charging	Bike & EV Charging, City Fleet at WWTP	Batteries, tourism amenity, City fleet
Hygiene	Restroom Kiosk at Civic Campus South Edge	Hygiene
Training	City Hall/Commons Annual Event	Emergency Preparedness, Education
Signage	Trails, Meeting Points, Civic Campus Signage, Reader Board	Communication, Tourism, Education, Wayfinding
Medical Supplies	Caches, City Hall, Commons	Life Safety
Lighting	Trailheads, wayfinding to refuge & meeting points	Access, Communication, Wayfinding

Figure 50. Citywide systems integration supporting elements of resilience for the City that can be achieved by implementing the Civic Campus Resilience Campus Plan.

Preferred Priority Project

As discussed in previous sections, the preferred priority project is Scenario 1. Final project cost determination is anticipated to narrow the selected project to one of the following that is priced under the budget in the subsequent grant application in February of \$1,000,000.

Scenario 1A - Rooftop Solar on Commons Building (flat roof areas only)

Scenario 1B - Rooftop Solar on Commons & City Hall (center west-facing roof section only)

Scenario 1C - Rooftop Solar on Commons & City Hall (all west facing roof sections)

Subsequent Project Planning, Following February 2024

Two additional options were identified that respond to the community vision and goals from public meetings, surveys and advisors. These would require co-investment with City funds, those of another partner, or through a subsequent grant application.

- Solar Canopy Adjacent to Commons and 4th Street - Scenario 4A (as originally Option 4 Barn) as a covered public space for economic and social activities.
- Solar Canopy over Parking - Scenario 4B is revised to not build the Barn but instead place solar panels on structures over the parking stalls between the Commons and City Hall. It would be less expensive to put panels over the parking stalls as a second phase than to build a Barn with the program and finish features that have been discussed in community meetings.

The second subsequent project would involve initiating a planning process to develop a refuge and resilience center south of the Yachats River.

- Identify a site that is suitable to withstand anticipated hazard events.
- Confirm its program elements such as caches, renewable power, communication, and means of access across the Yachats River.

Implementation Priorities

1. Select a priority project to include for grant funding in partnership with ODOE.
2. Form a grant implementation team who can assist the City in the formation of partnerships to pursue grant applications that lead to programs or capital improvements supporting underrepresented and marginalized as well as those more specifically experiencing racial injustice.
3. Partner with organizations working on projects that include BIPOC communities such as Tribal entities seeking to promote restorative justice, social cohesion, and enduring economies which are foundational to resilience.

X. APPENDICES

- A. Audit Facilities in Civic Campus
- B. Assessment of County Electric Improvements
- C. Community and Project Parameters
- D. Criteria: Renewable & Resilient Facilities & Strategies
- E. Summary of Relevant Concepts for Civic Campus.
- F. Assessment of Leading Candidate Concept.
- G. Community Engagement
 - Public Engagement Process and Procedures
 - Workshop 1
 - Open House 1
 - Open House 2
- H. Community Survey Results
- I. Relational Accountability Plan