

1. 10:00 A.M. Agenda

Documents:

[2024-02-29 Finance Committee WS Agenda.pdf](#)

2. Meeting Material

Documents:

[5-Year Wastewater CIP 2_16_2024.Pdf](#)

[5-Year Water.pdf](#)

[CIP NE Entrance.pdf](#)

[CIP Pavillion1.Pdf](#)

[CIP Storage.pdf](#)

[CIP Spending YTD General Fund 2024-02-05.Pdf](#)

[CIP Spending YTD Public Works 2024-02-05.Pdf](#)

[CIP APPLICATION Construction Grant 2024 2.Pdf](#)



CITY OF YACHATS
FINANCE COMMITTEE WORK SESSION MEETING
Thursday February 29, 2024 at 10:00am
To Be Held Via Zoom & In Person Located at:
Commons Building, Civic Meeting Room 1
441 Hwy 101 N., Yachats OR 97498

Join Zoom Meeting

<https://us02web.zoom.us/j/85402206052>

Meeting ID: 854 0220 6052

I. Budget & CIP Work Session

The Yachats City meetings are open to the public and being held via Zoom. These are open meetings under Oregon law. 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 02/26/23 By: Kimmie Jackson, Deputy City Recorder

Wastewater

Fiscal Year

MP Priority	Year	Projects	Original Estimated Cost	In Process 23-24	Fiscal Year						
					24-25	25-26	26-27	27-28	28-29	29-30	30+
1	24	Hanley Drive Sewer Manholes	40,000		20,000	20,000					
	24	Annual Inflow and Infiltration Rehab	180,000		20,000	40,000	40,000	40,000	40,000		
2	24	Multi-VFD Upgrades*	50,000	25,000	25,000						
1	24	Pump Plug Install & Engineering	371,000	371,000							
	24	Man Doors PW Bldg. #2	15,000		15,000						
	24	Public Works Slide Gate	25,000		25,000						
1	24	PW Rehab - Rollup Doors	140,000	140,000							
	24	GIS Mapping Hardware	25,000		25,000						
2	24	Air Valve (spare)*	5,072	5,072							
1	24	Collection Design Standards	19,000	19,000							
2	24	SBR Waste Pump*	5,639	5,639							
2	24,25	UV Disinfection Control Upgrades	85,000	30,000	55,000						
	24	Shop Lighting Update	16,290	16,290							
	24	WWTP Portable Generator	44,122	44,122							
	25	E2PHS3WW	50,000		50,000						
	25	WWTP Generator Rehab	120,000		120,000						
2	25	WWTP Heat Pump Rehab*	30,000		30,000						
2	25	WWTP PLC Upgrades*	40,000		40,000						
2	25	WWTP Conduit Rehab*	50,000		50,000						
	25	PW Fuel Tank & Trailer	15,000		15,000						
2	25	Riverside Lift Station Improvements	250,000		50,000	200,000					
2	25,26	Main Lift Station Improvements	382,000	50,000	166,000	166,000					
1	26	Quiet Water Lift Station Improvements	493,000			50,000	250,000	193,000			
1	28	PW Roofing	200,000				100,000	100,000			
1	28	PW Exterior Panels	350,000				100,000	250,000			
1	29	Outfall Pipeline Improvements	120,000						120,000		
1	29	Sewer line from King Street to E.3rd St.	140,000						140,000		
1	29	Mainline D ManholeD-010 to D-030, Ocean View Drive.	263,000						263,000		
2	30	Pontiac Lift Station Improvements	218,000							218,000	
2	30	Pontiac Force Main Improvements	121,000							121,000	
1	30	Mainline A ManholeA-040 to A-050	141,000							141,000	
		Contingency	175,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
		Total	\$4,179,123	\$731,123	\$731,000	\$501,000	\$515,000	\$608,000	\$588,000	\$505,000	\$0

Moved from 26 to29

Moved from 26 to29

* Indicates project could be considered part of Project T-11 SBR, EQ Basin, & Digester Control Upgrades.

Water

Fiscal Year

MP Priority	Year	Projects	Original Estimated							
			Cost	24-25	25-26	26-27	27-28	28-29	29-30	30+
0	24/25	SCADA Upgrade	60,000	30,000	30,000	30,000	30,000	30,000	30,000	
0	24/25	WTP Upgrade CIP Annually	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
0	24/25	Public Works Slide Gate	15,000	15,000						
0	24/25	Annual Hydrant Replacements	6,000	6,000	6,000	6,000				
0	24/25	Property Acquisition, surveys, geotech	250,000	250,000						
1	24/25	E 2nd Street Loma to Yachats River Rd Construction	150,000	75,000	75,000					
1	24/25	WTP Clarifier Rehab Drives	250,000	250,000						
0	24/25	Water Treatment Plant Fence	20,000	20,000						
0	24/25	Blackstone 126 res Fence	25,000	25,000						
0	24/25	Water Booster Stations Gensets	70,000	70,000						
1	24/25	SWLCWPUD	70,000	70,000	200,000	200,000	200,000	200,000	200,000	
2	25/26	3rd Street Waterline	167,000			167,000				
2	25/26	Pontiac Water line	88,000				88,000			
1	26/27	Combs Circle PRV Rehab	40,000			40,000				
1	26/27	System PRV upgrades	50,000		50,000					
1	26/27	WTP Electrical Control Systems	814,000						814,000	
0	27/28	Raw Reservoir Development on New property	?				?			
1	28/29	Reedy Cr Raw Water Line	208,000					208,000		
1	30+	1,000,000g reservoir replacement	6,000,000							6,000,000
1	30+	200000g reservoir replacement	2,000,000							2,000,000
		Total	\$10,313,000	\$841,000	\$391,000	\$473,000	\$348,000	\$468,000	\$1,074,000	\$8,000,000

THE CITY OF YACHATS
CAPITAL IMPROVEMENT PLAN (CIP) PROJECTS PROCESS
PROPOSED PROJECT REQUEST FORM



PRIORITY LOW MED MED HIGH
 LOW HIGH HIGH HIGH
☐ ☐ ☐ ☐ ☒

DATE SUBMITTED: 02/12/2024

PCC

INITIATING COMMISSION
OR COMMITTEE:

PRIMARY CONTACT: Meg Simans, Chairperson

PREPARED BY: Ron Simans, Commissioner

PROJECT TITLE: Commons Exterior Improvements

GOAL OR MISSION: Safety and accessibility upgrades for Commons ingress and egress.

REQUEST: 1-Design and build NE entrance with new doors and ramp.
2-Build stairs and handrail from sidewalk to new entry.
3-Build retaining wall to shore up hillside below sidewalk.
4-Move kitchen exhaust fan as required for new entryway.

COMMUNITY IMPLICATIONS: Helps secure YYFAP area by moving main door location.
Improves access from the sidewalk.
Prevent sidewalk failure from erosion and improve pedestrian safety

BUDGETARY IMPLICATIONS:	Item 1, 4	\$75K
	Item 2	\$15K
	Item 3	\$15K
	Total	\$105K

ENVIRONMENTAL IMPLICATIONS: Protects hillside from erosion

ADDITIONAL NOTES:

SEND COMPLETED FORM TO: CityManager@yachatsmail.org CityClerk@yachatsmail.org

DATE:

RECEIVED BY:

CITY MANAGER:

SCHEDULED AGENDA DATE:

REVIEW NOTES:

PRF APPROVED: PRF DENIED:

PROCEED TO RANKING AND FINANCE COMMITTEE REVIEW: ☐

THE CITY OF YACHATS
CAPITAL IMPROVEMENT PLAN (CIP) PROJECTS PROCESS
PROPOSED PROJECT REQUEST FORM



PRIORITY: LOW MED MED HIGH
LOW HIGH

DATE SUBMITTED: 02/12/2024

☐ ☐ ☐ ☐ ☒

PCC

INITIATING COMMISSION
OR COMMITTEE:

PRIMARY CONTACT: Meg Simans, Chairperson

PREPARED BY: Ron Simans, Commissioner

PROJECT TITLE: Pavillion Upgrades

GOAL OR MISSION: Engineer and build to current standards. Includes enclosing, lighting upgrades etc .

REQUEST: Design and build improvements for public safety and utility. Upgrade doors, improve wiring and lighting, as well as other minor upgrades.

COMMUNITY IMPLICATIONS: Create a safer, more user friendly buDesign ilding for various uses.

BUDGETARY IMPLICATIONS: Design and engineer -
Construction -

\$10K (2024/2025)

\$30K (2025/2026)

Total

\$40K

ENVIRONMENTAL IMPLICATIONS: Enclosing will protect birds from getting trapped in the building.

ADDITIONAL NOTES:

SEND COMPLETED FORM TO: CityManager@yachatsmail.org CityClerk@yachatsmail.org

DATE:

RECEIVED BY:

CITY MANAGER:

SCHEDULED AGENDA DATE:

REVIEW NOTES:

PRF APPROVED:

PRF DENIED:

PROCEED TO RANKING AND FINANCE COMMITTEE REVIEW: ☐

THE CITY OF YACHATS
CAPITAL IMPROVEMENT PLAN (CIP) PROJECTS PROCESS
PROPOSED PROJECT REQUEST FORM



	PRIORITY:	LOW	MED > LOW	MED	MED > HIGH	HIGH						
DATE SUBMITTED:	2/12/2024	☐	☐	☐	☐	☒						
INITIATING COMMISSION OR COMMITTEE:	PCC											
PRIMARY CONTACT:	Meg Simans, Chairperson											
PREPARED BY:	Ron Simans, Commissioner											
PROJECT TITLE:	Commons Storage Improvements											
GOAL OR MISSION:	Streamline various storage areas to improve access and efficiency.											
REQUEST:	1-Design and build out main storage area 2-Resize or reimagine TV cabinet in MP Room 3-Design and build (3) under stage storage cubbies 4-FUTURE - Design and build (4) additional under stage storage cubbies.											
COMMUNITY IMPLICATIONS:	Eases community's access to stored materials in various locations.											
BUDGETARY IMPLICATIONS:	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Items 1, 2, 3 -</td> <td style="width: 40%; text-align: right;">\$9500 (2024/2025)</td> </tr> <tr> <td>Item 4 -</td> <td style="text-align: right;">\$5000 (2025/2026)</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$14,500</td> </tr> </table>						Items 1, 2, 3 -	\$9500 (2024/2025)	Item 4 -	\$5000 (2025/2026)	Total	\$14,500
Items 1, 2, 3 -	\$9500 (2024/2025)											
Item 4 -	\$5000 (2025/2026)											
Total	\$14,500											
ENVIRONMENTAL IMPLICATIONS:	N/A											
ADDITIONAL NOTES:												

SEND COMPLETED FORM TO: CityManager@yachatsmail.org CityClerk@yachatsmail.org

DATE:	RECEIVED BY:
CITY MANAGER:	SCHEDULED AGENDA DATE:
REVIEW NOTES:	
PRF APPROVED:	PRF DENIED:
PROCEED TO RANKING AND FINANCE COMMITTEE REVIEW: ☐	

CIP Report
July-Dec, Jan FY 23-24
General Fund

<u>Department</u>	<u>Project Description</u>	<u>23-24</u>	<u>Revised</u>	<u>Change</u>	<u>Change</u>	<u>Proposed</u>	<u>Spending</u>	<u>Spending</u>
		<u>CIP</u>	<u>23-24</u>	<u>Number</u>	<u>Number</u>	<u>Change</u>	<u>Jul-Dec</u>	<u>Jan</u>
			<u>Spending</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>23-24</u>	<u>23-24</u>
City Hall	Conex Installation	20,000	20,000					
City Hall	501 Gutters/Facia/Building Repairs	20,000	20,000					
City Hall	Security Upgrades	10,000	18,734				5,064.00	
		50,000	58,734				5,064.00	0.00
Commons	Gutters/Facia/Roof	35,000	35,000		67,000		28,000.00	14,000.00
Commons	M/E/P Updates	25,000	25,000					
Commons	Fire, Safety, Egress, Hardware, Lighting	25,000	25,000					
Commons	Security Updates	10,000	10,000				1,000.00	4,987.00
Commons	Sound & Lighting Updates	25,000	25,000					
Commons	Generator Relo, Resiliency	15,000	15,000					
Commons	Interior Remodel	80,000	80,000	60,000				
Commons	Park Master Plan	30,000	55,000					
Commons	Masterplan Project Implementation	0	0					
	Brush Box Fence and Gate	0	0	20,000			14,530.60	
Commons	Commons Park Development	0	0					
Commons	Commons Engineering	0	18,713					
Commons	Viewing Platform (now Parks & Trails)	0	0					
Commons		245,000	288,713				43,530.60	18,987.00
LLCM	LLCM Engineering Study	0	152					
LLCM	LLCM Rehabilitation	154,000	153,579				3,650.38	
LLCM		154,000	154,269				3,650.38	
Library	Interior Design	0	754				6,226.25	
Library	Grant Writer	6,000	3,000					
Library	Preparation/Storage	3,000	3,000				400.00	
Library	Architectural Design	6,000	17,962				17,873.74	
Library	PreConstruction, Permits, Fees	7,000	7,000					
Library	Rehabilitation and Addition	236,000	236,000		204,000	190,510		
Library		258,000	267,716				24,499.99	0.00
Parks & Trails	Boardwalk Engineering	50,000	50,000				850.15	
Parks & Trails	Boardwalk Construction		0					
Parks & Trails	Underground Utilities		0					
Parks & Trails	Skate park Improvements	10,000	17,500			30,990	44,932.15	8,400.00
Parks & Trails	Pocket Parks		0				5,365.98	
Parks & Trails	Wetlands Viewing Platform		0				2,214.46	
Parks & Trails	Archeological Testing		0					
Parks & Trails		60,000	67,500				53,362.74	8,400.00
Civic Departments Totals		767,000	836,931				130,108	27,387
	Streets	220,281	322,413				285,610.04	0
	Storm Drains	59,371	79,449				15,145.00	0
General Fund Totals		1,046,652	1,238,793				430,863	

CIP Report**July-Dec, Jan FY 23-24****Public Works**

<u>Department</u>	<u>Project Description</u>	<u>23-24 CIP</u>	<u>Revised 23-24 Spending</u>	<u>Spending Jul-Dec 23-24</u>	<u>Spending Jan 23-24</u>
Waste Water	WWTP Airvalve Actuator	0	43		
Waste Water	Spare Actuator Valve	8,000	8,000		
Waste Water	SBR Waste Pump	12,000	12,000	5,639.00	
Waste Water	Multi VFD Upgrades	25,000	25,000		
Waste Water	UV Disinfection Control Upgrades	30,000	30,000		
Waste Water	Wastewater Collection System Design Standards	5,000	5,000	1,016.25	
Waste Water	PW Rehab - Rollup Doors	140,000	140,000		
Waste Water	Shop Lighting Upgrade	10,000	10,000	16,290.00	
Waste Water	Man Doors PW Building #2	15,000	15,000		
Waste Water	GIS Mapping and Geolocation Utility Line Hardware	25,000	25,000		
Waste Water	Wastewater Unplanned Contingency	25,000	25,000		
Waste Water	Bypass Connectors	0	930		
Waste Water	Submersible pump elec plugs (Engineering)	0	30,893	25,823.95	
Waste Water	Submersible pump elec plugs (Installation)	265,000	242,336		
Waste Water	Public Works Slide Gate	20,000	20,000		
Waste Water	Integrator of Record	0	2,070	2,374.50	
Waste Water	AED Shop	0	6,000		
Waste Water	Main Pump Station Improve	50,000	73,000		
Waste Water	Inflow & Infiltration	40,000	71,384		
Waste Water	Hanley Drive Sewer Manholes	20,000	20,000		
Waste Water	Total	690,000	761,656	51,143.70	0.00
WW Equipment	Tractor	0	0		
WW Equipment	Platform Lift	0	0		
WW Equipment	Portable Generator	0	0		44,121.60
	Total	0	0	0.00	44,121.60
Water	E 2nd Street Waterline Engineering	0	0		
Water	E 2nd Street Waterline Construction	154,375	154,375	160,775.23	
Water	#2. Water Source Plan	0	0		
Water	South Tank Earthquake Valve	0	36,247		
Water	Backwash Recycle System	140,000	117,798	89,467.00	
Water	SCADA Upgrade	49,044	46,428		
Water	WTP Upgrade CIP Annually	30,000	54,978	15,044.78	
Water	Water Tank Design Development	10,000	10,000		
Water	Water Plant Clarifier	150,000	150,000		
Water	Service Truck with Lift	80,000	80,000	79,142.44	
Water	Service Truck Ranger	30,000	30,000	28,945.44	
Water	Public Works Slide Gate	20,000	20,000		
Water	Integrator of Record	0	2,043	1,899.60	
Water	Annual Hydrant Replacements	8,000	8,000		
Water	Seismic Retrofit Engineering	60,000	60,000	5,986.75	
Water	SWLPUD Linkup Engineering	75,000	75,000		
Water	Unplanned Contingency	25,000	25,000		
Water	Property Acquisition, surveys, geotech	250,000	250,000		
Water	Total	1,081,419	1,119,870	381,261.24	0.00
Storm Drains	Prospect to Loma Drains	30,349	30,349	12,395.00	
Storm Drains	Stormwater Master Plan	29,022	49,100	2,750.00	
	Total	59,371	79,449	15,145.00	0.00
Streets	East 2nd St - phase 2 Street Proj Engineering	0	5,132		
Streets	East 2nd St - phase 2 Street Proj Construction	132,281	229,281	283,819.12	
Streets	East 2nd Street Phase 3 Engineering	13,000	13,000		
Streets	Gimlet Gates	35,000	35,000		
Streets	Highway 101 Dilineators	40,000	40,000	1,790.92	
Streets	Total	220,281	322,413	285,610.04	0.00