1. 1:00 P.M. Agenda

   Documents:

   2025-03-19 City Council Regular Meeting Agenda.pdf

2. Meeting Material

   Documents:

   1-Trolley Supplemental Budget Request.pdf
   2-March 2025 City Staff Report (1).Pdf
   3-Sheriffs Report March 2025 (1).Pdf
   4- 2025-02 Meeting Minute Summaries.pdf
   5- 2025-02 25 Council Summaries.pdf
   6- 2025-02 February City Council Graphs (1) (1).Pdf
   7- 2025-02 Financial Report Council (1).Pdf
   8- 2025-02 Fund Balances And Contract Exp.pdf
   9- Finance Ordinance City Council Request (3) (1).Pdf
   10- ORD 375 - Finance Committee Amended.pdf
   11- Budget Planning Timeline (1) (1) (1).Pdf
   12- Admin Policy 5 City Council Request (1) (1).Pdf
   13- 2025-250 Resolution To Apply For LGGP Grant (1).Pdf

3. Additional Documents Added After Meeting

   Documents:

   Lincoln County School Bond Measure.pdf

CITY OF YACHATS
441 N Hwy 101, Civic Meeting Room 1
Wednesday, March 19, 2025, 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**

II. **Public Hearing**
   a. Supplemental Budget- Yachats Area Trolley

III. **Public Comment** - limited to items not on the agenda *(5-minute limitation per person)*

IV. **Consent Agenda** – vote to approve
   a. The City Manager and City Staff report
      i. *Link to report*
   b. Lincoln County Sheriff Contract Report
      i. *Link to report*
   c. Commission/Committee February meeting summaries
      i. *Link to summaries*
   d. City Council February meeting summary
      i. *Link to the meeting summary*
   e. Financial Reports
      i. *Link to February 2025 graph finance overview*

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 March 12, 2025 By: Kimmie Jackson Recorder

ii. *Link to February 2025 financial consolidated report, Council*
iii. *Link to February 2025 financial fund balance & contract expense*

V. New Business

a. Finance Committee Ordinance Revision
   i. Link to supporting documents

b. Lincoln County School Board Presentation

c. FY 2025/2026 Budget Process Overview
   i. Budget Meeting Schedule

d. Amin Policy #5 Review
   i. Link to supporting documents

VI. Ongoing Business

a. Video recap on the last year of the Lincoln County Homeless Advisory Board
   i. Link to video recap

b. Yachats Community Collaborative Update

c. Resolution to apply for the Estuary Walkway grant
   i. Link to Resolution 2025-250

VII. Other Business

a. From the Mayor
b. From Council

c. From Staff

City Council Regular Meeting

Meeting Date: February 15, 2025

ITEM TITLE: Supplemental Budget for Trolley Grant Income

DISCUSSION/BACKGROUND/ISSUE:

The City of Yachats will receive $230,000 in grants, not included in the current fiscal year's budget for purchasing the Yachats Area Trolley.

The down payment for the trolley is made this fiscal year, and the remaining balance will be paid in the following fiscal year.

ORS 294.471

Notwithstanding requirements as to estimates of and limitations on expenditures, during the fiscal year or budget period for which the original budget was adopted, the governing body of a municipal corporation may make one or more supplemental budgets under any of the following circumstances:

a) An occurrence or condition that is not ascertained when preparing the original budget or a previous supplemental budget for the current year or current budget period and that requires a change in financial planning.

[Oregon Supplementary Budget Procedure]

The City will need to hold a special public hearing for the Supplementary Budget.

[Link to Supplementary Budget Request Notice]

FISCAL IMPACT:

$230,000 unbudgeted income- FY 24/25

$57,000 unbudgeted expense- FY 24/25

The remaining balance of expenses for the Trolley will be made in FY 25/26 and can be budgeted for.

RELEVANCE TO 2024 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

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RECOMMENDATION:

To approve the Supplementary Budget Request

PREPARED BY:

Bobbi Price, City Manager

City of Yachats City Staff Report | March 2025
501 Hwy 101 N, Yachats, OR 97498 | www.yachatsoregon.org

CITY MANAGER (Bobbi Price)

Scharen Design Studio – Greater Commons Campus Plan

The design team presented their first round of schemes based on the community feedback received during the December Community Input Session and over 150 survey responses. They introduced Schemes A, B, and C, each featuring different combinations of elements that include renovations or expansions of buildings and green spaces, as well as measures to enhance security at the Commons for YYFAP and community activities, exercises, and events. During this presentation, there was an opportunity for further feedback, and a survey will be sent out to those unable to attend the Community Session.

Estuary Walkway

The Estuary Walkway workgroup has been busy reviewing plans and finalizing the budget, including completing the desired length with a sidewalk and rails. The team will submit the grant at the end of March on behalf of the City.

The jurisdictional transfer of the property is set for April 2nd; the city will complete a dedication of right-of-way to submit with the grant and jurisdictional transfer paperwork to assure the granting agent that the right-of-way will be dedicated to recreational use.

Landmark/O'Neil Propert

Looking to create a workgroup focused on the design aspects of the Landmark property, the City Manager will meet with Kevin Shanley on March 17th to discuss design options for the property's future. The City Attorney is reviewing the Conservation Easement to be established with View the Future as the holder, per our purchase agreement.

Finance Committee

The Finance Committee has convened to assemble and review the Capital Improvement Budget. They will conduct their final review during the April meeting and recommend that the City Council adopt the FY25/26 CIP budget at that time. Additionally, the

Finance Committee reviewed Ordinance 370 to include the duties of the audit committee as requested by the City Council in accordance with their goal number 5.1.

FEMA

The City Planner has been updating our code to reflect the model ordinance. She has submitted this update to the Department of Land Conservation and Development for their approval. The next step is to make public notice and have the Planning Commission review it, and the City Council conducts a public hearing to adopt it.

YMC 9.54 Model Ordinance

Yellow = required new language

Blue = optional stylistic changes to better conform with FEMA

Red = additions/deletions we missed in 2019

Trolley Workgroup

The Trolley workgroup convened to evaluate the proposed lengths for both the long and short routes. The long route is expected to take a little over one hour to complete, while the short route will take approximately 30 minutes. Next, we will address the color scheme, logo, wayfinding and stop signs, as well as the need for covered stops at a few locations.

Community Support

The City received a funding request from the recently formed Yachats Community Collaborative. The mission of YCC is to build community connections and resilience by providing a safe, welcoming, inclusive space for community events, education, recreation, celebration, and access to locally based services through increased opportunities for collaboration and collective growth in our community.
The requested funds are $20,000 to cover operational costs related to Don's Place, including the cost of overnight monitor staff and other expenses. The Yachats Community Collaborative will attend the March City Council meeting to give an update on their work.

Onboarding

The City Manager conducted an onboarding session with the new Parks & Commons Commissioners. This session covered the City's organizational chart, outlined the roles and responsibilities of City staff and commissioners, discussed their budget involvement, and included the Budget 101 segment from the State of the City presentation.

Commission roles & responsibilities

I am collaborating with the Commission groups to deliver a presentation on roles and responsibilities. This includes the City organizational chart, how Commissions can best

support City work, the roles and responsibilities of commissioners and city staff, the role of city staff in meeting preparation, Budget 101, and their involvement in the budget process.
Next, the City Manager will review the Council Goals relevant to their area of interest with each Commission and discuss with them and city staff how Commission members can support achieving these goals.

SBM Leadership & Management
The City Manager is giving a 2-hour presentation on Leadership and Management for the Oregon Coast Community Colleges, Small Business Management Program.

Library & Little Log Church Museum
Updates on these projects on the CIP Coordinators report

CITY DEPUTY RECORDER (Kimmie Jackson)

Attended commission/committee meeting for the month & prepared action summaries; update agenda center with audios and summaries; the Fees project is sill in progress; assisted where needed in the office and worked on general daily business.

PUBLIC WORKS (Rick McClung and Dave Buckwald)

	Inches			
	2025	**2024**	**2023**	**2022**
February	8.09	9.23	5.71	4.05
Rain year to date:	13.50	25.48	15.07	9.91

Total water produced: **N/A** gallons

Total water accounted for: **N/A** gallons Water loss efficiency: **N/A** %

Total wastewater treated**:** **6,662,000** gallons

The following is a list of what was done by Public Works staff in February 2025.

Streets:

- Potholes filled.
- Speed sign maintc.
- Crosswalk flasher repair.
- Brush removal on Horizon Hill Rd.
- Tree removal on Radar Rd., Yachats River Road.

- Back-bladed Radar Rd.
- Street cleaning (gravel).

Storm Drainage:
- Storm drain clearing.

Water Treatment Plant:
- Water systems operations.
- Water plant maintc.
- Reedy Creek headworks Inspection.

Distribution Sys:
- Meter reading and rereads.
- Meter maintc.
- Leak investigations.
- Water pump station maintc.
- Leak inspections.
- Repaired water main valve on Shell St.
- System hydrant flushing and maintc.
- Water service installed on Shell St.
- E2nd Phs3 water line locate.
- Repaired water main leak on Hwy 101 S.
- Located 2inch water main on King St.

Wastewater Treatment Plant:
- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.

Collection Sys:
- Lift station inspections.
- Degreased lift stations.
- Float cleaning.

Public Works:
- Shop maintc. and clean up.
- Fleet maintc. & repair.
- Equipment maintc. & repair and fueling.

- Multiple locates.
- Brush box handling.
- PW administration.
- Piles picked up for Trails crew.
- Garbage removal at the Commons.
- Samples to Newport.
- City Hall and Commons work.
- PW yard organizing.
- Power outage.
- Flag pole holder painted.
- Brush cutting.
- Code Enforcement.
- Pathogen testing on local creeks.

WASTEWATER CIP PROJECTS

- **The Submersible Pump Plug Project:**
  Final invoices to be paid the week of March 10, 2025.
- **WWTP generator:**
  More issues have come up, extending the completion date.
- **WWTP UV Disinfection System Upgrades:**
  Delayed due to possible US Tariffs. Shipping has extended the start date.
- **PW Design Standards:**
  Still reviewing.
- **Storm Drain Master Plan:**
  Working with engineers for accuracy.
- **2024-25 FY Street Paving:**
  Paving will be in the Spring.
- **WWTP Upgrades:**
  Grit control panel is ready to be installed.

WATER TREATMENT PLANT

- Cross training
- General plant maintenance

Reservoir Project

Sent in a Letter of Interest to Safe Drinking Water Revolving Loan Fund and requested $50k for technical assistance to be applied to the feasibility study cost of $210k

Street Fee

Introduced the concept of a monthly street fee to the Public Works and Streets omission that will be attached to the water bill. The commission approved it and forwarded it to the City Manager.

E. 2nd Waterline

In 2001 a pipe was included in the construction of the main transmission line on Yachats River Road. The E. 2nd waterline will connect to this pipe at the corner of the river road and Cedar St. Locating this line was not easy, but the PW crew was able to find it because of the equipment investment that the city has made through the years.

Reedy Cr. Pipeline

Engineering is continuing and it looks like the most cost-effective way to replace this line is a method called pipe bursting. Pipe bursting is a method by which the existing pipe is opened and forced outward by a bursting tool. A hydraulic or pneumatic expansion head (part of the bursting tool) is pulled through the existing pipeline, typically by using a cable and winch and the new pipe is pulled in behind it.

25/26 Budget

After attending many meetings and work groups the CIP projects for the next budget have been selected.

FINANCE (Diane Gruver)

Things are humming along like usual in the Finance office – the work of paying bills, generating payroll, looking into expenditures for the City Manager and various commissions is ongoing, and somehow satisfying.

We're also in the process of looking at expenditures over the past year, to generate good numbers for the upcoming FY2026 budget. All in all, things are going well in the bookkeeping department.

PLANNING (Katherine Guenther)

- Heavy volume of voicemail and email
- Received five new building permit applications
- Held two pre-application meetings for future land use applications
- Held twice-weekly office hours for walk-ins/general inquiries
- Worked on integration of FEMA Pre-Implementation Compliance Measures into YMC
- Met with PC vice-chair to plan ongoing training
- Worked (with Dave Buckwald’s assistance) on a plan to streamline sewer connections in Crestview/Overlook neighborhood
- Attended DLCD Offshore Wind Energy Policy meeting

- Attended Strong Towns Cohort monthly meeting
- Continued work with City Utility Clerk to develop strategy for timely collection of SDCs and system for refunds
- Settled/settling into my brand space at City Hall. Adapting quite nicely for one who does not embrace change!

CODE COMPLIANCE (David Fortmeyer)

Completed Tasks

- Contacted Local Sheriff about various code violations such as abandoned vehicle and inappropriate signage
- Sent 1 notice to resident about inappropriate political signs
- Contacted real estate agent about removing advertisement for property with full R.V. hookup
- Used Request Tracker to follow up on various complaints
- Used Excel spreadsheet to track existing violations and complaints
- Sent 1 notice to resident about removing abandoned vehicle
- Resolved outstanding code cases
- Responded to citizen complaints/inquiries

Field Work

- Investigated various violations on location such as light complaints, trash complaints, and storm water run-off complaints

Ongoing Initiatives

- Community Education: Educating residents and businesses on city ordinances
- Next topic of interest "Spring Yard Maintenance"

LIBRARY (Traci Altson)

February was another quiet month, although we had one Wednesday where we had more patrons in than any other day since moving to the new location.

On a personal note I have just finished up a month of calling in for jury duty and it makes making plans very difficult. We skipped our usual first Monday-of-the-month staff meeting but hope to have a big meeting in March with treats and giveaways.

We had some large DVD donations so we are back to having DVDs in the library which serves the needs of our up-river patrons.

We were awarded a $1500 Humanities Grants which Kelly Simmon, when she returns, will use for a lecture series. More information to come. It may be late Spring before Kelly returns.

The children from YYFAP are still coming in every other Wednesday.

CITY UTILITY CLERK (Becca Parrish)

- February billing was sent out on time.
- Created an Excel spreadsheet to track the water use surveys that have been returned.
- Attending Leadership Lincoln classes once a month.
- Answering customer inquiries.
- Continuing to clean up our billing system, ensuring all information is accurate and up to date.

CIP UPDATE/CITY CLERK (Neal Morphis)

- Coordinating with Little Log Church Museum Contractor, Top To Bottom Contractors LLC. Schedule of work
- Working with Unitus Construction, LLC regarding questions about the Library project. Coordinating with the Architect and structural engineer. Schedule of work – Gantt Chart
- Multiple meetings with public works staff and finance committee to revise our Capital Improvement Project Five Year Plan for the upcoming budget. Ran reports from Springbrook to get data on CIP spending. Link to PDF of spreadsheet
- Met with Island Fence company and Doug's Electric with Dave, we are working to add the powered slide gate in front of the Wastewater Treatment Plant.
- Working on city iPads to change out iCloud logins.
- Meetings with Scharen Design for City Building and Parks Master Plan – provided them with documents.
- Making updates to the city website.
- Posting news flashes on the website.
- Uploading documents to the document center.
- Updating the electronic reader board sign in front of the commons.
- Posting events to the city calendar on the website.
- Making and adjusting reservations for commons rental customers, advising Rosa on reservation system. Showed Rosa how to update city calendar and electronic reader board sign.
- Assisting Fortmeyer with code compliance questions.
- Helped to fill in for Lorraine while she was on vacation, got mail, answered phones, entered payments in Springbrook, etc.

CITY HALL/CITY COORDINATOR (Lorraine Fritz Barrett)

- Continue to greet people, answer phones, retrieve and open mail, respond to emails;
- Proofread newsletter and documents going to the public;
- Continue learning Canva and making social media posts;
- Continue to collect and post donations for Commons;
- Continue to work with Rosa and make reservations for the Commons;
- Analyzed Resident Survey for City Manager to address specific concerns;
- Reconciled Civic Rec Payments with Springbrook;
- Arranged with Code Compliance for inspection of new vacation rentals the beginning of April;
- Began organizing and filing plans stored in the vault; and
- Retired unpaid business licenses

Community Spaces Coordinator (Rosa Marchand)

The Commons

- I continue to work with Lorraine and Neal, on scheduling and reservations for the Commons
- Neal is teaching me how to give refunds back through proper channels, as well as how to add scheduled events to the city calendar and reader board.
- Neal and I have scheduled a meeting with Darcy Lawrence to learn more about the Reader Board and its capabilities.
- I facilitated and assisted in several private events such as board meetings, concerts, holiday events, and birthday parties
- I continue to create and maintain great working relationships with all users of the Commons, as well as been a mediator for different user groups, to ensure fair usage of the facility.
- I have updated the commons maintenance report and usage charting report
- I have received most of the group waivers, signed and returned. I will be following up with those who I have not received waivers from.
- The Commons' inside cameras are up and running. Lorraine and I will be monitoring them on our work phones.
- Searose Construction applied fresh pickleball lines in the Multipurpose room.
- Airrow Heating came out and added an Earthquake strap to the Commons' water heater. As well as changing out the existing pressure valve pipe, for one that extends to the ground. This brought the water heater up to code.
- I had Dahl Disposal come out to put eyehooks and chains on the trash bins behind City Hall and the Commons to ensure that the public is no longer dumping personal trash into city trash bins. The chains that Dahl installed are flimsy and too small. I will be purchasing stronger chains to lock up the bins. Public Works supplied strong

locks for these bins. YYFAP and the City have keys to these locks. I will unlock the trash bins on Mondays and Thursdays for trash removal.

- Public Works attempted to put up the basketball hoop. Due to safety concerns, the project was put on pause. We are looking into hiring a professional to finish the project.
- The parts are in for the generator connection at the Commons. We are now scheduling time for an electrician, PUD, and the generator staff to come out to the Commons to complete this project. Power to the Commons will be shut off for the day while the work is being done.
- We are in communication with Linn West to equip the commons with emergency supplies, to become a working emergency shelter in the event of a natural disaster. Linn West is reaching out to the Red Cross to get us enrolled in a class for the setup and requirements certification process.
- We are in communication with Geo for the under-the-stage project. Geo is working on looking into the cost for materials.
- Lorraine, Neal, and I have been working on collecting private insurance for all events, including private events. Hard copies have been stored and filed, as well as electronic copies on file in drive.
- I am ordering storage bins to begin the cleanup process of the storage room
- I am working on revising the Commons Policy Manual
- I will be ordering cordless mics for the Multipurpose room.
- I am looking into storage options for the stage.
- I will be taking pictures of the two projectors in the storage room to be posted on Surplus sale.
- The Freezer in Room 7 has been sold. Setting up a time for it to be picked up.

Events and Festivals

- Land & Sea Symposium
- State of the City
- Mosaic Night
- Birthday Party
- Charles Swank Art Show
- YYFAP Sweetheart's Dance
- Forest Through the Trees

Grant work

- LCCED Bathroom Grant: The City of Yachats has been Awarded $10,000. The County staff will be reaching out in the upcoming weeks to finalize the contract with the City.
- Dimond in the Rough: Application deadline: May 7th. Support documents and photos have been collected. I am in the process of working on the application now. Letters of support are needed.
- Oregon Museum: Application deadline: April 9th. Support documents and photos have been collected. I am in the process of working on the application now. Letters of support are needed.
- Oregon Museum: Application Deadline: May 7th. Support documents and photos have been collected. I am in the process of working on the application now. Letters of support are needed.
- Oregon Heritage: Application deadline: Fall 2025 TBA. Support documents and photos have been collected. I am in the process of working on the application now. Letters of support are needed.

Updates

- Commons Scheduling Report
    - Link for Schedule Spreadsheet

- Quarterly User Charts
  Link for Community Space Usage Chats

- LCCED Bathroom Grant
  Eligibilty_and_Requirements_2024_25_v1-PDF

City Council Regular Meeting
Meeting Date: February 15, 2025

ITEM TITLE: Lincoln County Sheriff's Contract Report

DISCUSSION/BACKGROUND/ISSUE:

A report from Deputy Dorsey on her experience in Yachats with the part-time contract
Link to a letter from Deputy Dorsey
Link to Sherriff Activity Report- Dorsey
Link to Sherriff Activity Report- Collins

Sheriff activity is either field initialed, phone or 911 initiated. Things that were responded to in Yachats are:
Emotionally Disturbed Person
Traffic Stops
Tresspassing
Suspicious Activity
Suspicious Person
Citizen Contact

Deputy Collins' detailed call report is included; as the other Waldport deputy, he has also responded to Yachats calls. The department is working on collecting all Deputy call activity in Yachats for next month's report.

FISCAL IMPACT:

The part-time contract is $90,000

RELEVANCE TO 2024 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

CITY OF YACHATS
EMERGENCY PREPAREDNESS COMMITTEE
SUMMARY MINUTES OF FEBRUARY 3, 2025

The regular meeting of the Emergency Preparedness Committee was called to order by Chair Linn West at 2:00 pm in the Civic Meeting Room of the Yachats Commons. Members present: Mary Reeves, Kathy McCullough, Don Groth. Staff: Recorder Kimmie Jackson.

Audience: 6

REGULAR MEETING

I. **Announcement & Correspondence**

a. State of the City is this afternoon, at 5:30 pm
b. Aha Lodge Vacation Rental has offered its property as an assembly area in case of emergencies. The location is described, noting that it has a large lawn and parking area that could accommodate tents. The area is near the intersection of King Street and the cemetery, which is designated as an assembly area on evacuation maps.
c. Stan Rafalski, application to volunteer for the Emergency Preparedness Committee. The interview was held, and the group welcomed Mr. Rafalski to the committee.

II. **Citizens Concerns**

a. None

III. Reports

a. No Fire Department
b. Finance Report
c. Emergency Conex and Shelter - The Chair discussed the layout and organization of the shelter, suggesting the use of blue tape to mark the perimeter and the placement of supplies; the need for volunteers to move supplies from City Hall to the shelter; the need for additional supplies, including cots, blankets, and pillows, and the possibility of using air mattresses; the need for a re-inventory of existing supplies and the removal of items that are not present, but noted the need for

blood clotting and other medical supplies, but expressed uncertainty about their necessity. The Chair will meet with the Office of Emergency Management and CERT to discuss these issues further.

The committee continued discussing the organization of a central cooking facility, highlighting the need for kitchen item redistribution and requesting donations of pots and pans; the importance of acquiring more tarps, ropes, and stakes while addressing the limited space in tents and the challenge posed by stretchers; the increased demand for toilet paper and storage solutions, as well as the suggestion to contact wilderness medicine experts. The Chair proposed focusing on bulk food items like rice and oats for long-term storage while acknowledging the need for proper refrigeration of perishables. Finally, preparedness through collaboration, suggesting a work party for better storage organization and exploring partnerships with suppliers while awaiting a response from a Red Cross representative regarding organizing the Commons.

In conclusion, the meeting was productive, focusing on community engagement and preparedness initiatives. With plans for volunteer recruitment and the consideration of a designated assembly area, the committee is taking proactive steps to enhance emergency readiness in the region. Adding new members like Tom Rafalski also indicates a growing interest in contributing to local emergency preparedness efforts.

The meeting adjourned at 3:17 pm.
By: Kimmie Jackson, Recorder

CITY OF YACHATS
YACHATS FINANCE COMMITTEE
SUMMARY MINUTES OF February 20, 2025

Chair Bobbi Price called the Finance Committee meeting to order at 10:00 am in the Yachats Commons Civic Meeting Room. Members present are Tom Lauritzen, Charles Bame-Aldrich. Julie Ekdom, Dave Buckwald, Wastewater Lead and Rick McClung, Water Lead, and Recorder Kimmie Jackson.
Audience: 10

I. **Announcement/Correspondence: None**
II. **Citizens' Concerns: None**
III. **2025/2026 CIP Budget Review** - During the meeting, the team discussed various project updates, budget adjustments, and future planning initiatives, including project consolidation. This involves packaging related projects to secure larger grants and loans, potentially leading to cost savings on mobilization fees and engineering. The team agreed to reorganize their project spreadsheet to reflect these packages and to update cost figures based on the revised Master Plan. Updates were provided on ongoing projects, such as the creek water line engineering, the West 3rd Street grant application, and work with South Lincoln. They reviewed budgets for upgrades to the Water Treatment Plant (WTP) and SCADA systems and made decisions regarding fund carryovers and adjustments for the next fiscal year..

   Additional changes and action items covered: -

   - Neal Morphis will update the CIP spreadsheet with the consolidated project packages, as discussed. Cleaning up appropriations and carryover amounts in the CIP spreadsheet.

   - Dave Buckwald, Wastewater Lead will obtain quotes for the combined pump station improvement projects for fiscal years 2026-2028.

   - The committee will review the audit for fiscal years 2023-2024 and prepare a recommendation for the City Council by the March 6th meeting.

   - City Manager Price will set up interviews for new auditor candidates.

   - Julie Ekdom will connect with Becca to review the implementation impacts of the water/sewer rate structure.

- Rick McClung, Water Lead, and Dave Buckwald, Wastewater Lead, will prepare a presentation on street fees for the March Public Works meeting. Lastly, the Finance Committee will review City Council goals at their next meeting on March 6.

The meeting was adjourned at 12:47 pm.
By Recorder Kimmie Jackson

CITY OF YACHATS

PARKS & COMMONS SPECIAL WORK SESSION COMMISSION

SUMMARY MINUTES OF FEBRUARY 4, 2025

The Parks & Commons Commission's regular meeting was called to order by Chair Meg Simans at 2:00 pm in the Civic Meeting Room of the Yachats Commons. Members present: Co-Chair Dan Sterling, Ron Simans, Adam Altson, John Pravel, and Dan Wright. Absent: George Giroux. Staff: Recorder Kimmie Jackson.

Audience: 9

<u>REGULAR MEETING</u>

I. Announcement & Correspondence

a. None

II. Public Comment

a. None

III. Reviewed & Accepted Meeting Summary Minutes

a. It was confirmed that the minutes reflected the meeting discussions accurately and comprehensively.

IV. Reports

a. The Commons Report is attached to the online packet for review. City Manager Price clarifies that Rosa Marchand is developing an Excel sheet to track maintenance issues effectively and promises that links to related reports will be shared in future meetings.

b. Trails/YIPS! - The report included an overview of current conditions and updates related to the local trail systems. Key points highlighted were: Regular maintenance activities, such as clearing debris and repairing sections of the trails, were conducted to ensure safety and accessibility for users. There was an increase in trail usage over the past month, possibly due to favorable weather conditions and community outreach programs encouraging outdoor activity.

c. The commission agreed to follow up on specific maintenance needs and consider the community's suggestions during the next meeting, ensuring ongoing improvement of the trail systems.

d. Keeping Yachats Beautiful—Report by Shelley Shrock: The commission discussed the wording for a plaque to place near the Rose Quartz donated by Marc Taylor

   A motion was made on the plaque "Donated by Marc Taylor & Family, Stick Stones & Bones, 2025. The vote was called and passed unanimously.

V. New Business

a. Vote on Chair & Vice-Chair 2025 - Meg Simans and Dan Sterling have been re-elected to serve another year. No discussion:

   The motion to have Meg Simans and Dan Sterling continue to serve was called. The vote was called and passed unanimously.

b. Operational Budget, Goals, and CIP Finalization: Discuss the operational budget maintenance and services for the Parks, Trails, and Commons. The team agreed to maintain the same budget numbers from the previous year, with some adjustments: to increase the budget for tools and small equipment to $1,250 and for mowing, including the ball field, to at least $4,000; discussed the possibility of raising the budget for tree removal and trimming to $1,000; insurance and utilities should be left blank for the Finance Committee to decide. Also discussed was the potential need for repairs to the Wetlands boardwalk, which would be evaluated through the master planning process

   Motion to approve the parks and grounds maintenance budget at $2,000; Mowing Budget moved to increase the mowing budget to $4,000 and consider $6,000 based on last year's expenditures; Motion made keeping the tree removal budget at $1,000; Motion was made leaving the materials and services budget open for adjustments Motion called to revisit the tools and equipment budget in future meetings. The commission agreed with the above-stated changes and was to forward them to the Finance Committee for consideration.

The team agreed to adopt three new goals: identifying plants and providing signage in the Wetlands boardwalk area, proposing revisions to the noxious weed ordinance, and ensuring maintenance schedules for the parks and commons are fully developed and documented. The team also discussed the need for more detailed information on the noxious weed ordinance and the maintenance schedules. The conversation ended with a decision to collaborate with the City to support developing and implementing maintenance schedules for the Commons and parks.

The motion was called to collaborate with Rosa Merchand to support the implementation of the maintenance schedule for the commons and parks.

The discussion continued around the stairs plans, focusing on potential improvements and concerns. Commissioner Giroux’s input was shared, highlighting the need for drainage and suggesting a permeable surface for the landing. Dan suggested widening the stairs to 8 feet for better traffic flow and accommodating people with mobility issues. He also proposed a handrail in the middle to divide the stairs in half, the importance of drainage. He suggested a French drain or permeable surface. There is a concern about the stairs' alignment with the existing sidewalk, suggesting it might need to be adjusted for a flat landing.

The motion was passed to send the suggestions given on the stairs to the City Manager.

The meeting adjourned at 4:08 pm.
Kimmie Jackson, Recorder

CITY OF YACHATS

PARKS & COMMONS SPECIAL WORK SESSION COMMISSION

SUMMARY MINUTES OF FEBRUARY 24, 2025

The Parks & Commons Commission's regular meeting was called to order by Chair Meg Simans at 2:00 pm in the Civic Meeting Room of the Yachats Commons. Members present: Co-Chair Dan Sterling, Ron Simans, Adam Altson, John Pravel, and Dan Wright. Absent: George Giroux. Staff: Recorder Kimmie Jackson.

Audience: 7

REGULAR MEETING

I. City Manager Price provided new commissioner onboarding training. The presentation is online for reference. The commission asked clarifying questions about public meeting law, policy, and staff interactions.

The meeting adjourned at 4:08 pm.

Kimmie Jackson, Recorder

CITY OF YACHATS
PLANNING WORK SESSION & REGULAR COMMISSION
SUMMARY MINUTES OF February 18, 2025

The Work Session of the Planning Commission was called to order by Vice-Chair Tod Davies at 2:00 pm in the Civic Meeting Room of the Yachats Commons. Members present: Marc Sakamoto, Loren Dickinson, Mary Aebi, Jim Paul, and Jolene Gosselin. Absent: Craig Hogan, Staff: Katherine Guenther, Planner, and Recorder Kimmie Jackson.

Audience: 7

WORK SESSION

City Manager Bobbi Price presented the City's organization with charts showing how decision-making flows and the budget process works.

Meeting adjourned at 2:55 pm.

REGULAR MEETING

The Regular Planning Commission was called to order by Chair Marc Sakamoto at 3:00 pm in the Civic Meeting Room of the Yachats Commons. Members present: Tod Davies, Loren Dickinson, Mary Aebi, Jim Paul, and Jolene Gosselin. Absent: Craig Hogan, Staff: Katherine Guenther, Planner, and Recorder Kimmie Jackson

I. **Announcement & Correspondence**

a. None

II. **Citizens Concerns**

a. None

III. Public Hearing

a. Case File #1-CU-PC25 Hedlund Home Occupation. The public hearing was convened to gather community input regarding the proposed proposal, zoning changes, and development plans. Chair Sakamoto opened the meeting, providing an overview of the purpose and format of the public hearing. Planner Guenther presented key information about the conditional use application, including objectives, potential impacts, and related data and research findings.

Community members were invited to provide their feedback, including support or opposition. Mike Fyfe of Yachats had questions about the signage, and the planner addressed his concerns and favored this application. The commission members had minimal questions. Chair Sakamoto thanked all participants for their contributions and reiterated the importance of community input in the decision-making process.

A Motion was made to approve case file #1-CU-PC25 Hedlund Home Occupation, accompanied by the specified conditions that the business sign will be mounted on the retaining wall not to exceed 2 feet high or 1 ½ feet if the sign is hanging.

The Vote was taken -Aye: Tod Davies, Loren Dickinson, Mary Aebi, Jolene Gosselin, and Marc Sakamoto; Absent: Craig Hogan. Abstain: Jim Paul stated he did not review the material.

IV. Ongoing Business

a. FEMA Model Code Update -The following steps are for the Council to review the information and determine how to proceed.

V. New Business

a. The Board of Directors of Habitat for Humanity needs volunteers. Commission members Jolene Gosselin and Nicole Hedlund have volunteered.
b. Potential Land Bank Opportunity: City Manager Bobbi discusses the role of land banks, addressing the issues of vacant properties, exploring how land banks can address water reservoirs and housing shortages, and promoting innovative land uses.

VI. Reports

a. Commission Chair Meeting

b. The Planner's Report was presented at the meeting and will be added to the online packet after the meeting. Planner Guenther highlighted that the wetlands project was moving forward.
c. Meeting summary is attached to the online packet for review.
d. The Issues List is attached to the online packet for the status of projects and planning issues. The list of questions was sent to Cascadia Partners, and Victor Tran will take the lead on this. The community input meeting will be on March 12, 2025, and the Strong Town Meeting is tomorrow at the Commons.

The meeting adjourned at 4:17 pm.
By: Kimmie Jackson, Recorder

CITY OF YACHATS

PUBLIC WORKS & STREETS COMMISSION

SUMMARY MINUTES OF FEBRUARY 11, 2025

The regular meeting of the Yachats Public Works & Streets Commission was called to order by Chair Linn West at 2:00 pm in the Civic Meeting Room of the Yachats Commons. Members present: Alex Cox, Bob Bennett, James Welch, Kevin Erdahl, Don Phipps, and Don Groth. Staff: City Manager Bobbi Price, Recorder Kimmie Jackson.
Attendance: 12

I. **Announcements-Correspondence**

II. **Citizens' Concerns**

III. **Reports**

a. The Fire Department will not require commission members to attend their board meetings.
b. Emergency Preparedness - Updates will be provided quarterly by the commission; changes in emergency management were discussed, including allowing individuals to set up camps and stay at the fire station after picking up their packs; a grant has been received for cooking equipment, enabling the preparation of meals for those affected by emergencies; testing for the Nomad water purifier is scheduled for April and members of emergency preparedness will be invited to learn how to operate it effectively; and highlighted the need for additional funding to support emergency shelter services, including stocking Conex containers and replacing necessary items.
c. Financial Report - Commissioner Groth had no significant updates. Commissioner Bennett commented on the recent State of the City address, noting positive feedback on the budget discussion, which helped clarify the city's revenue sources, particularly road tax, and the importance of collaboration and ongoing efforts to improve emergency preparedness and budget transparency.
d. Public Works reports are attached to the online packet
e. Finance Committee

IV. **Current Business**

a. Million-gallon water tank replacement process—The discussion about the million-gallon water tank focused on its importance for enhancing the city's water supply and storage. Participants noted it would improve reliability during peak demand and emergencies. Concerns included construction and maintenance costs and possible impacts on water rates. The tank is expected to boost water pressure and service delivery for existing and future developments. Overall, the meeting emphasized the tank's role in addressing water needs while balancing financial considerations, with further community input encouraged before proceeding.

V. New Business

a. Wastewater CIP 2025-26 - The discussion on the wastewater Capital Improvement Plan (CIP) focused on necessary upgrades and maintenance for the treatment system. Key points included urgent projects for improving infrastructure and meeting regulatory compliance. Financial implications and funding sources were reviewed, emphasizing prioritizing projects based on urgency and long-term sustainability. Overall, there was agreement on moving forward with the CIP to ensure effective wastewater system operation, with further assessments and stakeholder engagement planned.

b. Streets -The discussion highlighted the need for repairs and upgrades to improve safety and traffic flow. Participants raised concerns about funding and stressed prioritizing projects based on urgency. There was agreement on developing a comprehensive plan for street maintenance and improvements, with plans for further evaluations and community input before moving forward.

The motion was called for the city manager to evaluate the current situation, propose solutions, and facilitate communication between the city and its citizens to improve overall streets infrastructure. All are in favor.

This feedback loop would ensure that the Council remains informed and can make decisions based on the latest data.

Adjourned at 3:37 pm

Kimmie Jackson Recorder

CITY OF YACHATS

YACHATS CITY COUNCIL

SUMMARY MINUTES OF February 19, 2025

The City Council's regular meeting was called to order by Mayor Craig Berdie at 1:00 pm in the Civic Meeting Room of the Yachats Commons. Members present: Councilor Barry Collins, Councilor Catherine Whitten-Carey, and Councilor Nicole Hedlund. Absent: Council President Mary Ellen O'Shaughnessey. Staff: City Manager Bobbi Price, Recorder Kimmie Jackson.

Attendance: 20

I. **Announcements-Correspondence – Proclamations:**

1. Mayor Berdie received correspondence from a Canadian citizen expressing their intent to cancel their trip to Yachats due to concerns about the political climate. The letter will be forwarded to the City Clerk for the record.

II. **Public Comments / Citizens Concerns:** Dan Stein, Star Creek St. Yachats, started the Strong Town Group for this area; there are over two hundred branches, with grassroots in the communities, offering support to city's.

III. **Consent Agenda**

1. The City Manager's report covered several vital updates and ongoing initiatives, including updates on various projects and planning efforts, a brief overview of the City's financial health, a report from the Sheriff's Deputy, and encouragement for community involvement in forthcoming meetings and events.

(21:11) Motion: Approval of the consent agenda with corrections to Council Summary as stated. The motion passed unanimously.

IV. **New Business**

1. Recycling Modernization Act—Dave Larmouth's presentation at Dahl Disposal covered waste management solutions, sustainability efforts, and community involvement in recycling. Plans for expanding services and enhancing the recycling program were also discussed.

(56:34) Motion was made to instruct the City Manager to complete the surveys. The vote was called and passed unanimously.

2. Supplemental Budget Request - City Manager Bobbi Price proposed a supplemental budget request for the trolley project, which has secured $230,000 in grants. A public hearing was requested for the next Council meeting on March 19. It was clear that the Trolley purchase would be made using granted funds, and the operational cost would be paid from the restricted visitor amenities fund. No action at the moment, sharing that this will be publicly noticed for the hearing on March 19.

3. FEMA Next Steps - The discussion about FEMA focused on whether the City would move forward with a temporary moratorium or use the model floodplain management ordinance provided for the FEMA Pre-Implementation Compliance Measures.

   (1:25:50) The motion to create the code and move to DLCD, following Oregon Statute, was called, and the vote passed unanimously.

4. Letter of Support- Mayor Berdie discussed the approval of City Manager Price's letter requesting a grant from Senators Ron Wyden and Jeff Merkley. He inquired about a similar request for Representative Hoyle. The letter expresses strong support for funding necessary to construct a new reservoir to ensure water sustainability and safety, given vulnerabilities in existing infrastructure. It also addresses local housing demands and aligns with federal priorities for sustainable development.

   (1:22:26) Motion was made to approve this letter to Senator Wyden Merkley and an equivalent letter for Senator Representative Hoyle to apply for federal grants for community-initiated projects. The vote was called and passed unanimously.

V. Ongoing Business

1. 2025 City Council Goal Review - Council worked diligently to ensure each goal was measurable and actionable, establishing a clear framework for success. City Manager Price suggested quarterly work sessions to review these goals, and a proposal was met with enthusiastic agreement among the Council members. It was emphasized that although the upcoming year would be busy, it would not involve the same level of construction activity as the past year.

   (1:40:27) The motion to approve the 2025 City Council Goals. The vote was called and passed unanimously, reflecting a strong consensus among members.

Adjourned at 2:44 pm
Kimmie Jackson Recorder

CITY OF YACHATS

YACHATS CITY COUNCIL WORK SESSION

SUMMARY MINUTES OF February 19, 2025

The City Council's work session was called to order by Mayor Craig Berdie at 11:00 am in the Civic Meeting Room of the Yachats Commons. Members present: Councilor Barry Collins, Councilor Catherine Whitten-Carey, and Councilor Nicole Hedlund. Absent: Council President Mary Ellen O'Shaughnessey. Staff: City Manager Bobbi Price, Recorder Kimmie Jackson

Attendance: 13

I. **Goal Setting** - The meeting revolved around reviewing and refining the City's goals that were established during the previous goal-setting session. The conversation opened with a reminder that the goals ought to be measurable and specific. The discussion highlighted the structured framework developed during the previous meeting, where goals were distilled into actionable steps, some of which included specific deliverables; these goals would serve as a work plan for the staff.

Adjourned at 12:40 pm

Kimmie Jackson Recorder

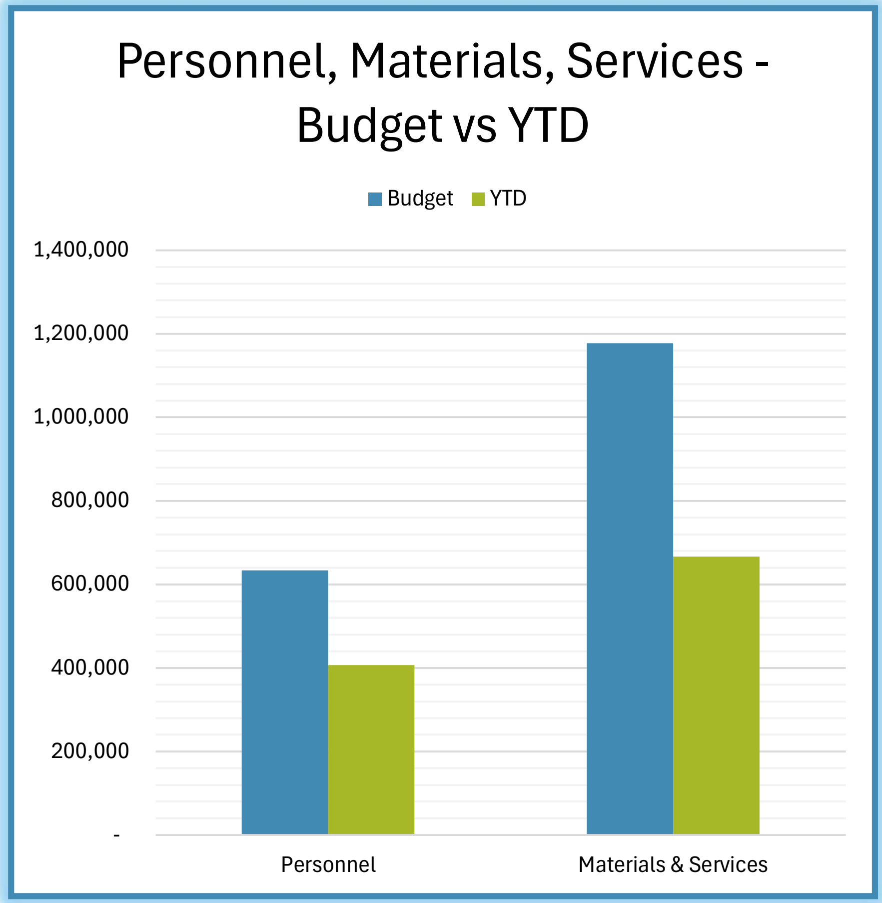
February 2025

Personnel & Materials

Expenses: Budget vs YTD

(Funds 100, 150, 155, 160)

	Budget	YTD	YTD/Budget
Personnel	634,040	407,176	64%
Materials & Services	1,178,000	666,282	57%



February 2025

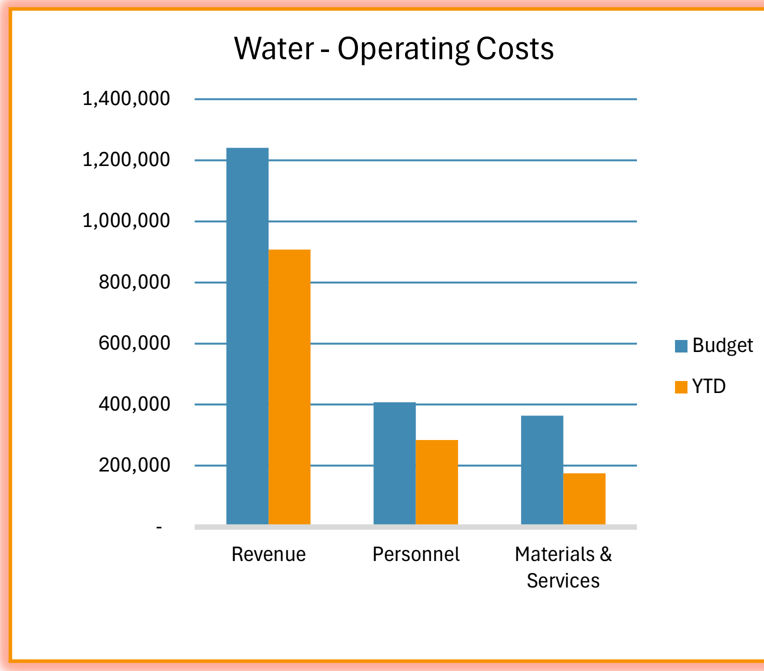
Water & Wastewater

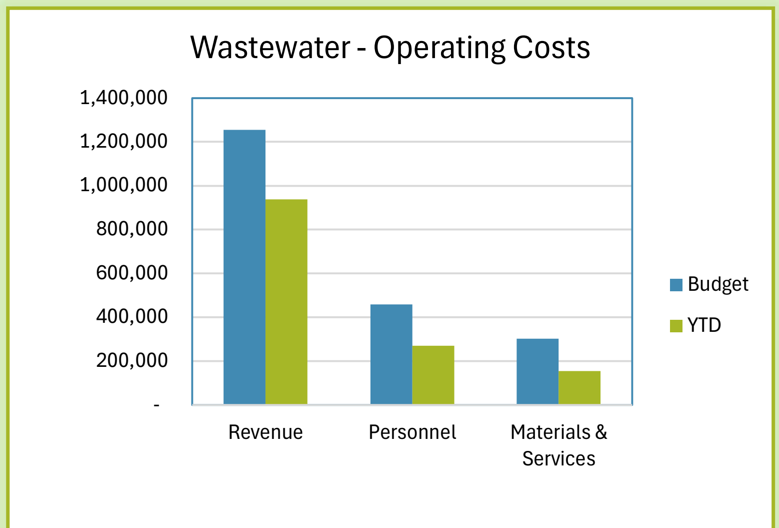
Water Operating Costs
Fund 660

	Budget	YTD	YTD/Budget
Revenue	1,241,162	907,372	73.1%
Personnel	407,800	284,473	69.8%
Materials & Services	364,140	175,852	48.3%

Wastewater Operating Costs
Fund 670

	Budget	YTD	YTD/Budget
Revenue	1,255,350	938,991	74.8%
Personnel	458,700	270,253	58.9%
Materials & Services	303,150	154,816	51.1%





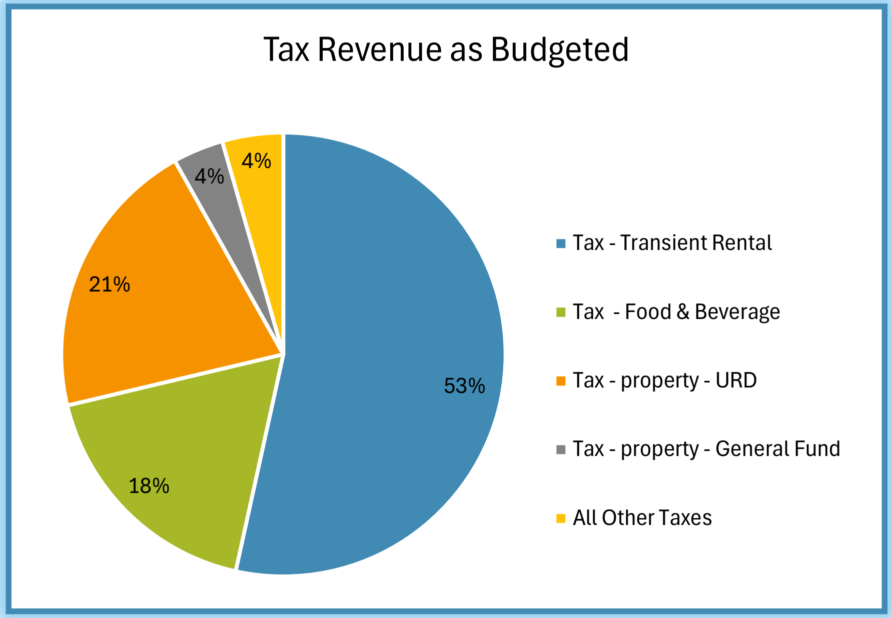
February 2025

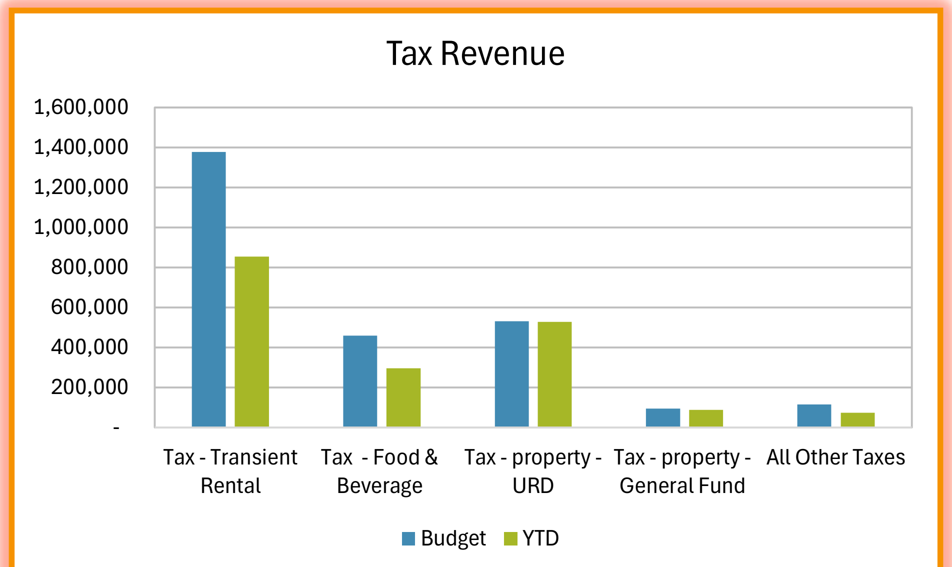
Tax Revenue

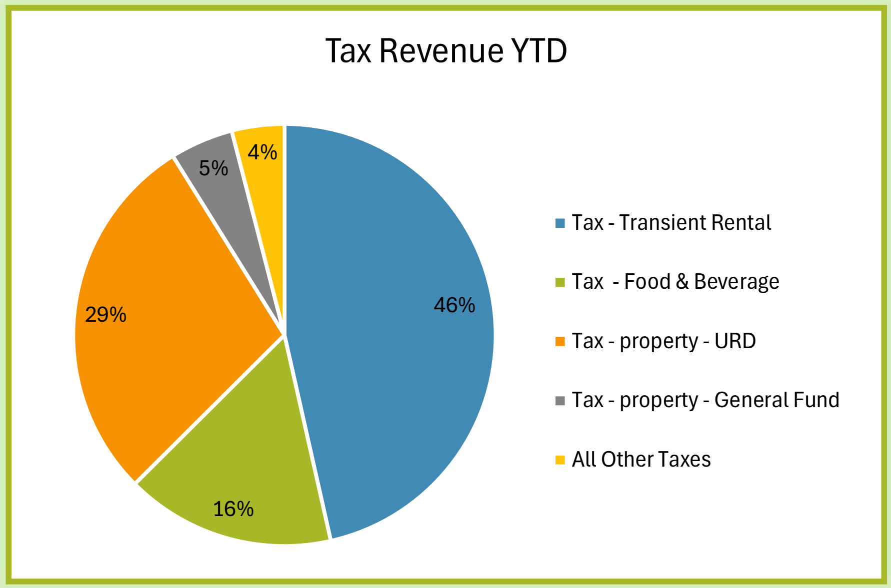
Tax Revenue: Budget vs YTD

	Budget	YTD	YTD/Budget
Tax - Transient Rental	1,377,000	855,680	62%
Tax - Food & Beverage	460,000	295,937	64%
Tax - property - URD	530,000	526,815	99%
Tax - property - General Fund	95,000	89,187	94%
All Other Taxes	114,500	73,867	65%

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







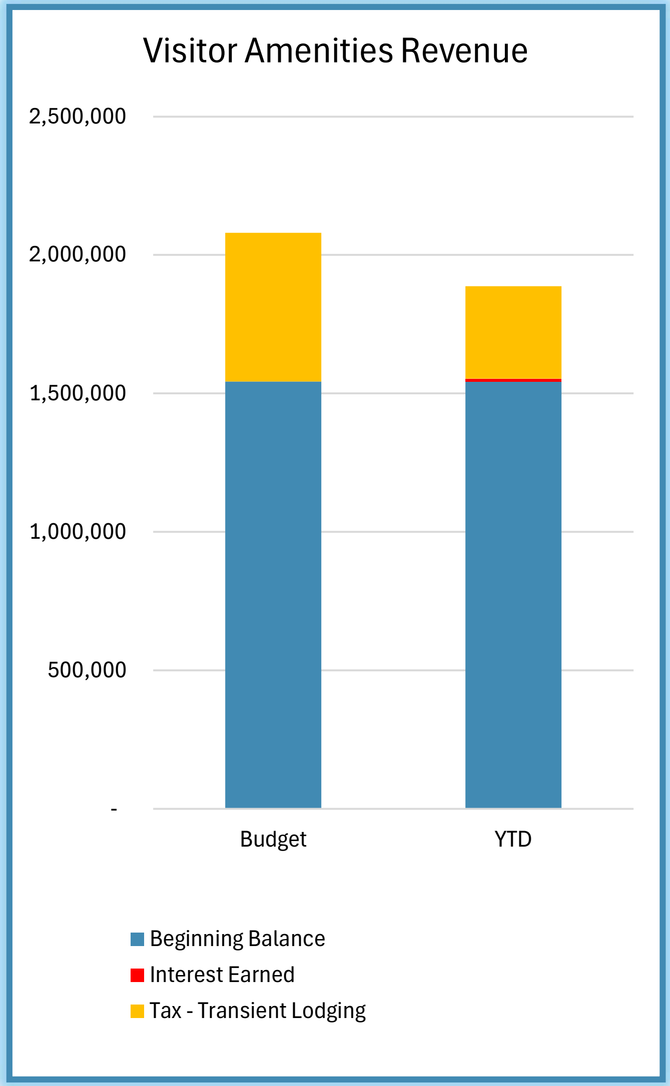
February 2025

Visitor Amenities

Visitor Amenity

Fund 100-1045

Description	Budget	YTD	YTD/Budget
Beginning Balance	**1,542,945**	1,542,945	100.0%
Interest Earned	-	10,567	---
Tax - Transient Lodging	**537,000**	333,539	62.1%
	2,079,945	**1,887,051**	90.7%



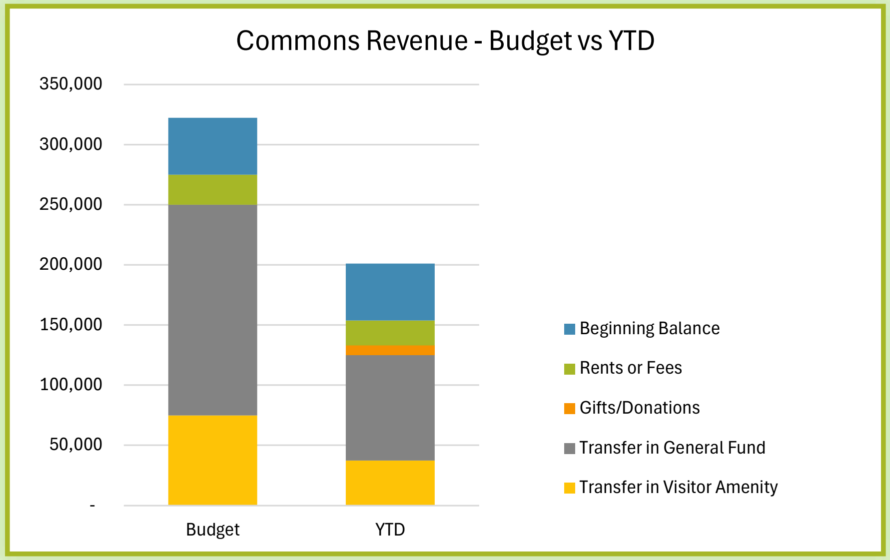
YACHATS
GEM OF THE OREGON COAST

February 2025

Commons Revenue & Expenses

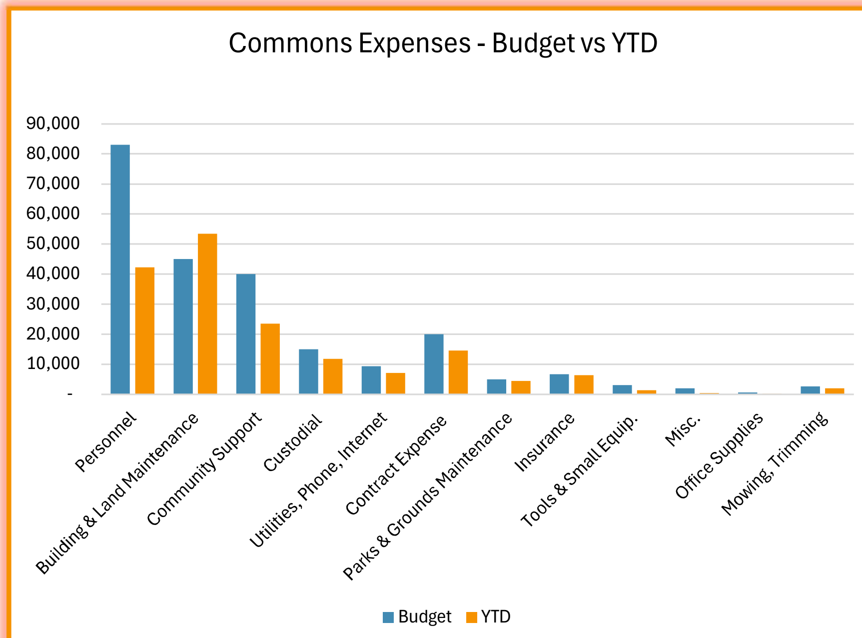
Commons Revenue - Budget vs YTD

	Budget	YTD	YTD/Budget
Beginning Balance	47,351	47,351	100%
Rents or Fees	25,000	20,912	84%
Gifts/Donations	-	7,981	---
Transfer in General Fund	175,000	87,500	50%
Transfer in Visitor Amenity	75,000	37,500	50%
	322,351	201,243	62%



Commons Expenses - Budget vs YTD

	Budget	YTD	YTD/Budget
Personnel	83,000	42,167	51%
Building & Land Maintenance	45,000	53,440	119%
Community Support	40,000	23,496	59%
Custodial	15,000	11,771	78%
Utilities, Phone, Internet	9,300	7,131	77%
Contract Expense	20,000	14,612	73%
Parks & Grounds Maintenance	5,000	4,480	90%
Insurance	6,700	6,377	95%
Tools & Small Equip.	3,000	1,326	44%
Misc.	2,000	368	18%
Office Supplies	600	242	40%
Mowing, Trimming	2,600	2,023	78%
	232,200	**167,432**	72%



Consolidated Revenue and Expense Statement

Governmental Fund (100, 150, 155, 160)

For Period Ended February 28, 2025

Printed: 3/10/2025
Period 08
Fiscal Year 2025

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Fund Balance	$ 6,187,921.66	$ 6,187,921.66	$ -	$ 6,187,921.66	100.00%	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	$ 1,000.00	$ 25.00	$ -	$ 25.00	2.50%	
304221	Franchise Cable	$ 23,000.00	$ 10,739.94	$ 5,136.99	$ 15,876.93	69.03%	Received Quarterly
304223	Franchise Disposal Services	$ 17,000.00	$ 14,437.62	$ -	$ 14,437.62	84.93%	Received Quarterly
304224	Franchise Electricity	$ 52,000.00	$ 29,617.90	$ 8,862.50	$ 38,480.40	74.00%	Received Monthly
304222	Franchise Telephone	$ 17,000.00	$ 3,235.01	$ -	$ 3,235.01	19.03%	Received Annually
304480	Gifts/Donations	$ -	$ 6,799.50	$ 1,181.00	$ 7,980.50	0.00%	
304481	Grants	$ 440,000.00	$ 180,760.00	$ -	$ 180,760.00	41.08%	
301500	Interest Earned	$ 259,000.00	$ 191,171.02	$ 22,317.46	$ 213,488.48	82.43%	Reserve Acct & LGIP Interest
304460	Inventory Sale	$ -	$ 45.00	$ -	$ 45.00	0.00%	
304210	License Business	$ 10,000.00	$ 6,845.00	$ 951.00	$ 7,796.00	77.96%	
304211	License Vacation Rental	$ 30,000.00	$ 25,064.01	$ -	$ 25,064.01	83.55%	
304435	LID Assessments	$ -	$ 3,459.99	$ -	$ 3,459.99	0.00%	
304484	Misc Revenue	$ -	$ 9,101.99	$ 318.00	$ 9,419.99	0.00%	
304491	Other Local Resources	$ 7,000.00	$ 2,728.29	$ -	$ 2,728.29	38.98%	
304690	Other State Sources	$ -	$ 1,000.00	$ -	$ 1,000.00	0.00%	
304230	Permits/Filing Fee	$ 12,000.00	$ 2,615.00	$ 25.00	$ 2,640.00	22.00%	
304335	Rents or Fees	$ 25,000.00	$ 15,085.42	$ 5,826.28	$ 20,911.70	83.65%	
304344	SDC Storm Drain Improvement	$ 5,000.00	$ 6,408.00	$ -	$ 6,408.00	128.16%	
304343	SDC Wastewater Reimbursement	$ 14,000.00	$ 24,652.56	$ -	$ 24,652.56	176.09%	
304341	SDC Water Improvements	$ 9,000.00	$ 9,829.22	$ -	$ 9,829.22	109.21%	
304342	SDC Water Reimbursements	$ 6,000.00	$ 6,091.55	$ -	$ 6,091.55	101.53%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
304630	State Revenue Share	$ 23,000.00	$ 9,573.72	$ 6,290.01	$ 15,863.73	68.97%	
304245	Tax - Food & Beverage Tax	$ 460,000.00	$ 280,603.08	$ 15,333.42	$ 295,936.50	64.33%	
304622	Tax - Marijuana	$ 23,000.00	$ 13,784.13	$ -	$ 13,784.13	59.93%	
304110	Tax - Property Current	$ 95,000.00	$ 88,699.53	$ 487.26	$ 89,186.79	93.88%	
304120	Tax - Property Past Due	$ 1,500.00	$ 749.81	$ 46.19	$ 796.00	53.07%	
304650	Tax - State Highway	$ 72,000.00	$ 40,592.31	$ 7,319.60	$ 47,911.91	66.54%	
304620	Tax - State OLCC	$ 18,000.00	$ 8,913.80	$ 2,112.12	$ 11,025.92	61.26%	
304610	Tax - State Tobacco	$ 700.00	$ 309.81	$ 39.04	$ 348.85	49.84%	
304240	Tax - Transient Lodging	$ 1,377,000.00	$ 795,704.30	$ 59,975.60	$ 855,679.90	62.14%	
314869	Transfer in Commons Operations	$ 10,000.00	$ 5,000.00	$ -	$ 5,000.00	50.00%	
314861	Transfer in General Fund	$ 519,500.00	$ 259,750.00	$ -	$ 259,750.00	50.00%	
314883	Transfer in Urban Renewal	$ 700,000.00	$ 350,000.00	$ -	$ 350,000.00	50.00%	
304810	Transfer in URD Admin Reimb	$ 36,000.00	$ 18,000.00	$ -	$ 18,000.00	50.00%	
314863	Transfer in Visitor Amenity	$ 190,500.00	$ 95,250.00	$ -	$ 95,250.00	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	**$ 10,894,121.66**	**$ 8,906,064.17**	**$ 136,221.47**	**$ 9,042,285.64**	**83.00%**	
105101	City Manager	$ 60,100.00	$ 38,644.99	$ 5,715.01	$ 44,360.00	73.81%	
105102	Deputy Recorder	$ 73,800.00	$ 28,515.14	$ 4,154.57	$ 32,669.71	44.27%	
105103	Bookkeeping/Accounting	$ 30,200.00	$ 21,558.63	$ 2,977.24	$ 24,535.87	81.24%	
105104	CIP Coordinator	$ 17,000.00	$ 8,147.29	$ 1,153.71	$ 9,301.00	54.71%	
105105	Community Services Coordinator	$ -	$ 20,501.07	$ 3,140.19	$ 23,641.26	0.00%	
105108	Planner	$ 45,200.00	$ 33,447.60	$ 4,722.54	$ 38,170.14	84.45%	
105109	Administrative Assistant	$ 46,800.00	$ 23,017.48	$ 3,150.01	$ 26,167.49	55.91%	
105110	Water Lead	$ 22,900.00	$ 14,771.39	$ 1,319.85	$ 16,091.24	70.27%	
105111	Wastewater Lead	$ 10,500.00	$ 11,550.24	$ 1,075.61	$ 12,625.85	120.25%	
105113	Field Utility 1	$ 4,550.00	$ -	$ -	$ -	0.00%	
105114	Field Utility A	$ 10,100.00	$ 5,023.39	$ 169.28	$ 5,192.67	51.41%	
105115	Commons Coordinator	$ 50,300.00	$ 1,500.00	$ 4,100.00	$ 5,600.00	11.13%	
105116	Librarian Part Time	$ 15,000.00	$ 9,808.57	$ 1,348.99	$ 11,157.56	74.38%	
105118	Succession Planning w/License	$ -	$ 4,947.28	$ -	$ 4,947.28	0.00%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
105119	Succession Planning EntryLevel	$ -	$ 12,901.90	$ 2,317.78	$ 15,219.68	0.00%	
105120	Code Enforcement	$ 12,600.00	$ -	$ -	$ -	0.00%	
105121	Field Utility Journeyman	$ 12,500.00	$ 8,973.86	$ 955.18	$ 9,929.04	79.43%	
105122	Field Utility B	$ 4,150.00	$ 8,411.63	$ 895.59	$ 9,307.22	224.27%	
105140	Fringe Benefits	$ 44,440.00	$ 18,815.25	$ 2,708.20	$ 21,523.45	48.43%	
105141	Insurance Benefits	$ 82,700.00	$ 43,417.36	$ 7,493.85	$ 50,911.21	61.56%	
105142	Regular PERS System	$ 91,200.00	$ 40,612.54	$ 5,213.21	$ 45,825.75	50.25%	
	PERSONNEL	**$ 634,040.00**	**$ 354,565.61**	**$ 52,610.81**	**$ 407,176.42**	**64.22%**	
205202	Visitor Center Operations	$ 45,000.00	$ 22,500.00	$ 11,250.00	$ 33,750.00	75.00%	
205209	Emergency Prep & Public Safety	$ 3,000.00	$ 4,819.12	$ 1,376.40	$ 6,195.52	206.52%	
205210	Dues & Memberships	$ 5,000.00	$ 6,746.65	$ 180.00	$ 6,926.65	138.53%	
205213	Board/Comm/Meeting Education, Travel, &	$ 1,000.00	$ -	$ -	$ -	0.00%	
205214	Marketing (Grants/Prgm/Events)	$ 245,000.00	$ 173,401.98	$ (10,536.96)	$ 162,865.02	66.48%	
205220	Marketing/Road Sign	$ 200.00	$ 102.00	$ -	$ 102.00	51.00%	
205222	Insurance	$ 45,700.00	$ 44,956.13	$ -	$ 44,956.13	98.37%	
205224	Trails Maintenance/Supplies/Services	$ 6,000.00	$ 3,714.93	$ 299.80	$ 4,014.73	66.91%	
205230	Printing (Maps & Signs)	$ 3,000.00	$ 1,308.21	$ -	$ 1,308.21	43.61%	
205240	Office Materials & Supplies	$ 18,100.00	$ 17,332.46	$ 1,534.00	$ 18,866.46	104.23%	
205241	Computer Equipment and Maint.	$ 10,000.00	$ 959.34	$ 1,499.00	$ 2,458.34	24.58%	
205251	Telephones/Cell Phones/DSL	$ 10,700.00	$ 6,389.09	$ 652.64	$ 7,041.73	65.81%	
205252	Utilities	$ 13,700.00	$ 8,132.35	$ 1,789.29	$ 9,921.64	72.42%	
205253	Postage	$ 6,000.00	$ 2,027.52	$ -	$ 2,027.52	33.79%	
205255	Education and Training	$ 10,600.00	$ 10,044.66	$ 1,917.03	$ 11,961.69	112.85%	
205260	Contract Expense (Prof Svc)	$ 87,500.00	$ 30,291.45	$ 3,800.75	$ 34,092.20	38.96%	
205261	Auditor	$ 5,000.00	$ -	$ -	$ -	0.00%	
205262	Legal Expense	$ 10,000.00	$ 4,906.69	$ 141.67	$ 5,048.36	50.48%	
205263	Bank Charges/Credit Card Fees	$ 12,000.00	$ 3,964.49	$ (980.76)	$ 2,983.73	24.86%	
205270	Travel	$ 1,500.00	$ 436.98	$ -	$ 436.98	29.13%	
205282	Software	$ 26,500.00	$ 17,462.38	$ 6,865.46	$ 24,327.84	91.80%	
205311	Equipment Lease and Rental	$ 2,000.00	$ 854.04	$ -	$ 854.04	42.70%	
205312	Equipment Fuel/Tires/Parts	$ 1,000.00	$ 8.98	$ -	$ 8.98	0.90%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205313	Equipment Repair	$ 8,200.00	$ 1,795.21	$ -	$ 1,795.21	21.89%	
205317	Tools and Small Equipment	$ 4,100.00	$ 2,576.76	$ 363.57	$ 2,940.33	71.72%	
205325	Yard Debris Dumpster	$ 6,000.00	$ 5,001.63	$ 538.71	$ 5,540.34	92.34%	
205330	Building and Land Maintenance	$ 68,000.00	$ 55,284.32	$ 2,969.00	$ 58,253.32	85.67%	
205335	Custodial Support/Supplies	$ 22,200.00	$ 15,234.98	$ 1,682.05	$ 16,917.03	76.20%	
205340	Operating Materials & Supplies	$ -	$ 23.52	$ -	$ 23.52	0.00%	
205345	Books and Periodicals\Children's Books/Pr	$ 3,000.00	$ 4,095.17	$ 695.37	$ 4,790.54	159.68%	
205361	Parts	$ 6,000.00	$ 1,230.90	$ -	$ 1,230.90	20.52%	
205362	Consumables	$ 1,500.00	$ 821.70	$ 17.97	$ 839.67	55.98%	
205363	Outside Services	$ 3,000.00	$ 420.00	$ -	$ 420.00	14.00%	
205367	Storm Drain Parts	$ 300.00	$ -	$ -	$ -	0.00%	
205411	Street Lighting	$ 18,000.00	$ 11,794.04	$ 1,727.48	$ 13,521.52	75.12%	
205421	Parks/Grounds Maintenance	$ 12,700.00	$ 12,380.55	$ 1,608.34	$ 13,988.89	110.15%	
205422	Advertising\Legal Notice	$ 2,000.00	$ 186.94	$ -	$ 186.94	9.35%	
205438	Lincoln County Program Support	$ 155,000.00	$ 38,453.65	$ 75.00	$ 38,528.65	24.86%	
205439	Comm Support/Beautification	$ 185,000.00	$ 102,170.59	$ 9,523.95	$ 111,694.54	60.38%	
205440	Equipment & Furniture	$ 2,000.00	$ 697.06	$ 1,326.64	$ 2,023.70	101.19%	
205470	Equipment Repair Maint	$ 200.00	$ 836.22	$ 119.46	$ 955.68	477.84%	
205474	Mowing	$ 14,800.00	$ 10,778.00	$ -	$ 10,778.00	72.82%	
205475	Tree Removal/Trimming	$ 13,500.00	$ 100.00	$ -	$ 100.00	0.74%	
205490	Material and Services	$ 6,000.00	$ 1,572.60	$ 32.48	$ 1,605.08	26.75%	
208000	Operating Contingency	$ 78,000.00	$ -	$ -	$ -	0.00%	
	MATERIALS AND SERVICES	**$ 1,178,000.00**	**$ 625,813.29**	**$ 40,468.34**	**$ 666,281.63**	**56.56%**	
217122	Transfer out Library Op/Proj	$ 25,000.00	$ 12,500.00	$ -	$ 12,500.00	50.00%	
217123	Transfer out LLCM	$ 10,000.00	$ 5,000.00	$ -	$ 5,000.00	50.00%	
217124	Transfer out Commons	$ 495,000.00	$ 247,500.00	$ -	$ 247,500.00	50.00%	
217126	Transfer out Cap Res	$ 370,000.00	$ 185,000.00	$ -	$ 185,000.00	50.00%	
217127	OP Transfer - Parks & Trails Operations	$ 35,000.00	$ 17,500.00	$ -	$ 17,500.00	50.00%	
217129	Transfer to WW Plant Loan	$ 60,000.00	$ 30,000.00	$ -	$ 30,000.00	50.00%	
217130	Transfer to Wastewater Reserve	$ 100,000.00	$ 50,000.00	$ -	$ 50,000.00	50.00%	
217131	Interfund Transfer Street Proj	$ 115,000.00	$ 57,500.00	$ -	$ 57,500.00	50.00%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
217133	Transfer out Storm Drains	$ 30,000.00	$ 15,000.00	$ -	$ 15,000.00	50.00%	
	TRANSFERS	**$ 1,240,000.00**	**$ 620,000.00**	**$ -**	**$ 620,000.00**	**50.00%**	
407922	Capital Outlay - Improvement	$ 239,500.00	$ 73,251.87	$ 330.00	$ 73,581.87	30.72%	
407941	Capital Outlay - Equipment	$ 5,000.00	$ 59,108.00	$ -	$ 59,108.00	1182.16%	
407942	Capital Outlay-Infrastructure	$ 1,150,000.00	$ 326,900.85	$ 56,275.77	$ 383,176.62	33.32%	
407946	Capital Outlay - Parking; Paving	$ -	$ 2,384.00	$ -	$ 2,384.00	0.00%	
407947	Capital Outlay-Street Projects	$ 190,000.00	$ 81,024.17	$ -	$ 81,024.17	42.64%	
	CAPITAL OUTLAY	**$ 1,584,500.00**	**$ 542,668.89**	**$ 56,605.77**	**$ 599,274.66**	**37.82%**	
205720	Interest Expense	$ 35,297.88	$ 32,423.52	$ -	$ 32,423.52	91.86%	
205721	Interest Expense - DEQ	$ 57,555.00	$ 30,191.00	$ -	$ 30,191.00	52.46%	
205722	Loan Fee - DEQ	$ 9,436.00	$ -	$ -	$ -	0.00%	
207630	Principal Payments	$ 129,225.39	$ 106,519.68	$ -	$ 106,519.68	82.43%	
207631	Principal Payments - DEQ	$ 392,805.00	$ 194,989.00	$ -	$ 194,989.00	49.64%	
	DEBT SERVICES	**$ 624,319.27**	**$ 364,123.20**	**$ -**	**$ 364,123.20**	**58.32%**	
	TOTAL EXPENSE	**$ 5,260,859.27**	**$ 2,507,170.99**	**$ 149,684.92**	**$ 2,656,855.91**	**50.50%**	
	NET GAIN/(LOSS)	**$ 5,633,262.39**	**$ 6,398,893.18**	**$ (13,463.45)**	**$ 6,385,429.73**	**113.35%**	

Consolidated Revenue and Expense Statement

Enterprise Fund (660 and 670)

For Period Ended February 28, 2025

Printed: 3/10/2025

Period 08

Fiscal Year 2025

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	$ 3,831,635.98	$ 3,831,635.98	$ -	$ 3,831,635.98	100.00%	Beginning Balances - Unaudited
301500	Interest Earned	$ 122,000.00	$ 98,400.67	$ 12,996.85	$ 111,397.52	91.31%	
304310	Water/Wastewater Services	$ 1,888,000.00	$ 1,095,001.33	$ 141,904.07	$ 1,236,905.40	65.51%	
304312	Capital Reserve Fee	$ -	$ 2.74	$ -	$ 2.74	0.00%	
304320	Installation Charges	$ 15,000.00	$ 12,250.00	$ 1,225.00	$ 13,475.00	89.83%	
304335	Rents or Fees	$ 1,000.00	$ 3,072.90	$ 395.32	$ 3,468.22	346.82%	
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%	
314878	Transfer in WWater Plant Debt	$ 100,000.00	$ 50,000.00	$ -	$ 50,000.00	50.00%	
314879	Transfer in SDC	$ 360,000.00	$ 180,000.00	$ -	$ 180,000.00	50.00%	
	REVENUE	**$ 6,767,635.98**	**$ 5,495,363.62**	**$ 156,521.24**	**$ 5,651,884.86**	**83.51%**	
105101	City Manager	$ 60,000.00	$ 38,645.01	$ 5,714.99	$ 44,360.00	73.93%	
105102	Deputy Recorder	$ -	$ 19,010.14	$ 2,769.76	$ 21,779.90	0.00%	
105103	Bookkeeping/Accounting	$ 30,200.00	$ 14,372.38	$ 1,984.84	$ 16,357.22	54.16%	
105104	CIP Coordinator	$ 41,700.00	$ 16,249.41	$ 2,307.39	$ 18,556.80	44.50%	
105105	Community Services Coordinator	$ 25,200.00	$ 24,597.16	$ 3,745.94	$ 28,343.10	112.47%	
105108	Planner	$ 11,400.00	$ 3,716.40	$ 524.74	$ 4,241.14	37.20%	
105110	Water Lead	$ 71,200.00	$ 43,514.60	$ 6,938.15	$ 50,452.75	70.86%	
105111	Wastewater Lead	$ 94,000.00	$ 63,899.04	$ 9,179.39	$ 73,078.43	77.74%	
105113	Field Utility 1	$ 19,500.00	$ -	$ -	$ -	0.00%	

Acct No	Description		Budget		Prior Period		Current Period		YTD Bal	YTD %	Notes
105114	Field Utility A	$	47,700.00	$	40,032.38	$	6,692.59	$	46,724.97	97.96%	
105117	Capital Projects Coordinator	$	16,600.00	$	-	$	-	$	-	0.00%	
105118	Succession Planning w/ License	$	68,000.00	$	31,823.48	$	-	$	31,823.48	46.80%	
105119	Succession Planning EntryLevel	$	33,000.00	$	12,595.77	$	2,146.22	$	14,741.99	44.67%	
105121	Field Utility Journeyman	$	37,500.00	$	30,568.52	$	5,615.01	$	36,183.53	96.49%	
105122	Field Utility B	$	38,900.00	$	17,137.39	$	2,802.41	$	19,939.80	51.26%	
105140	Fringe Benefits	$	63,200.00	$	26,003.04	$	3,623.42	$	29,626.46	46.88%	
105141	Insurance Benefits	$	119,100.00	$	61,460.76	$	12,316.14	$	73,776.90	61.95%	
105142	Regular PERS System	$	129,900.00	$	62,510.04	$	8,240.73	$	70,750.77	54.47%	
	PERSONNEL	**$**	**907,100.00**	**$**	**506,135.52**	**$**	**74,601.72**	**$**	**580,737.24**	**64.02%**	
205210	Dues & Memberships	$	3,500.00	$	279.00	$	-	$	279.00	7.97%	(refund from FY2023 pmt)
205211	State Fees	$	24,500.00	$	17,835.88	$	-	$	17,835.88	72.80%	
205212	Fee Expense	$	17,000.00	$	11,865.73	$	1,533.05	$	13,398.78	78.82%	
205222	Insurance	$	49,840.00	$	47,433.94	$	-	$	47,433.94	95.17%	
205240	Office Materials & Supplies	$	14,000.00	$	8,860.99	$	1,014.02	$	9,875.01	70.54%	
205241	Computer Equipment and Maint.	$	2,000.00	$	1,326.23	$	775.00	$	2,101.23	105.06%	
205251	Telephones/Cell Phones/DSL	$	17,500.00	$	12,969.30	$	1,417.62	$	14,386.92	82.21%	
205253	Postage	$	450.00	$	5,226.94	$	-	$	5,226.94	1161.54%	
205255	Education and Training	$	9,000.00	$	9,307.95	$	(278.12)	$	9,029.83	100.33%	
205260	Contract Expense (all Professional, IG	$	53,000.00	$	16,114.00	$	1,800.00	$	17,914.00	33.80%	
205261	Auditor	$	8,000.00	$	-	$	-	$	-	0.00%	
205262	Legal	$	17,500.00	$	9,813.31	$	283.33	$	10,096.64	57.70%	
205270	Travel	$	2,000.00	$	-	$	-	$	-	0.00%	
205282	Software	$	40,000.00	$	11,683.57	$	12,506.78	$	24,190.35	60.48%	
205311	Equipment Lease and Rental	$	6,000.00	$	1,707.96	$	-	$	1,707.96	28.47%	
205312	Equipment Fuel/Tires/Parts	$	11,500.00	$	6,467.15	$	966.62	$	7,433.77	64.64%	
205313	Equipment Repair	$	9,000.00	$	5,423.49	$	4,248.38	$	9,671.87	107.47%	
205317	Tools and Small Equipment	$	6,000.00	$	3,008.64	$	-	$	3,008.64	50.14%	
205330	Building and Land Maintenance	$	11,500.00	$	-	$	-	$	-	0.00%	
205335	Custodial Support/Supplies	$	7,500.00	$	5,169.61	$	491.77	$	5,661.38	75.49%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205342	Plant Utilities	$ 52,000.00	$ 29,853.42	$ 4,564.24	$ 34,417.66	66.19%	
205351	Main Plant Parts	$ 18,000.00	$ 3,333.31	$ 4.59	$ 3,337.90	18.54%	
205352	Main Plant Consumables	$ 32,000.00	$ 25,819.42	$ -	$ 25,819.42	80.69%	
205353	Main Plant Outside Services	$ 65,000.00	$ 16,945.94	$ 2,895.80	$ 19,841.74	30.53%	
205361	Parts	$ 62,000.00	$ 7,787.06	$ 13,714.06	$ 21,501.12	34.68%	
205362	Consumables	$ 6,500.00	$ 2,524.93	$ 111.74	$ 2,636.67	40.56%	
205363	Outside Services	$ 30,000.00	$ 14,356.55	$ 1,471.70	$ 15,828.25	52.76%	
205470	Equipment Repair/Maintenance	$ 9,000.00	$ 1,672.30	$ 226.90	$ 1,899.20	21.10%	
205474	Mowing	$ 8,000.00	$ 4,983.00	$ -	$ 4,983.00	62.29%	
205475	Tree Removal/Trimming	$ 20,000.00	$ 1,150.00	$ -	$ 1,150.00	5.75%	
208000	Operating Contingency	$ 55,000.00	$ -	$ -	$ -	0.00%	
	MATERIALS AND SERVICES	**$ 667,290.00**	**$ 282,919.62**	**$ 47,747.48**	**$ 330,667.10**	**49.55%**	
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 System:	$ 1,099,000.00	$ 462,167.07	$ 41,633.65	$ 503,800.72	45.84%	
407941	Capital Outlay - Equipment	$ -	$ -	$ -	$ -	0.00%	
407948	Capital Outlay - Water systems	$ 1,054,000.00	$ 367,786.34	$ (12,053.06)	$ 355,733.28	33.75%	
	CAPITAL OUTLAY	**$ 2,153,000.00**	**$ 829,953.41**	**$ 29,580.59**	**$ 859,534.00**	**39.92%**	
	TOTAL EXPENSE	**$ 4,220,390.00**	**$ 1,865,508.55**	**$ 151,929.79**	**$ 2,017,438.34**	**47.80%**	
	NET GAIN/(LOSS)	**$ 2,547,245.98**	**$ 3,629,855.07**	**$ 4,591.45**	**$ 3,634,446.52**	**142.68%**	

Consolidated Revenue and Expense Statement

Debt Services Fund (155)

For Period Ended February 28, 2025

Printed: 3/10/2025
Period 08
Fiscal Year 2025

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	$ 1,260,753.35	$ 1,260,753.35	$ -	$ 1,260,753.35	100.00%	Beginning Balances - Unaudited
301500	Interest Earned	$ 6,000.00	$ 24,566.71	$ 4,510.30	$ 29,077.01	484.62%	
304110	Tax - Property Current	$ 45,000.00	$ 44,793.26	$ 246.07	$ 45,039.33	100.09%	
304120	Tax - Property Past Due	$ 500.00	$ 378.65	$ 23.33	$ 401.98	80.40%	
304245	Tax - Food & Beverage Tax	$ 460,000.00	$ 280,603.08	$ 15,333.42	$ 295,936.50	64.33%	
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	**$ 1,975,253.35**	**$ 1,712,595.05**	**$ 20,113.12**	**$ 1,732,708.17**	**87.72%**	
217129	Transfer to WW Plant Loan	$ 60,000.00	$ 30,000.00	$ -	$ 30,000.00	50.00%	
217130	Transfer to Wastewater Reserve	$ 100,000.00	$ 50,000.00	$ -	$ 50,000.00	50.00%	
	TRANSFERS	**$ 160,000.00**	**$ 80,000.00**	**$ -**	**$ 80,000.00**	**50.00%**	
205720	Interest Expense	$ 35,297.88	$ 32,423.52	$ -	$ 32,423.52	91.86%	
205721	Interest Expense - DEQ	$ 57,555.00	$ 30,191.00	$ -	$ 30,191.00	52.46%	
205722	Loan Fee - DEQ	$ 9,436.00	$ -	$ -	$ -	0.00%	
207630	Principal Payments	$ 129,225.39	$ 106,519.68	$ -	$ 106,519.68	82.43%	
207631	Principal Payments - DEQ	$ 392,805.00	$ 194,989.00	$ -	$ 194,989.00	49.64%	
	DEBT SERVICES	**$ 624,319.27**	**$ 364,123.20**	**$ -**	**$ 364,123.20**	**58.32%**	
	TOTAL EXPENSE	**$ 784,319.27**	**$ 444,123.20**	**$ -**	**$ 444,123.20**	**56.63%**	
	NET GAIN/(LOSS)	**$ 1,190,934.08**	**$ 1,268,471.85**	**$ 20,113.12**	**$ 1,288,584.97**	**108.20%**	

Consolidated Revenue and Expense Statement

Urban Renewal (900)

For Period Ended February 28, 2025

Printed: 3/10/2025
Period 08
Fiscal Year 2025

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	NOTES
300101	Beginning Balance	$ 496,426.99	$ 496,426.99	$ -	$ 496,426.99	100.00%	Beginning Balances - Unaudited
301500	Interest Earned	$ 25,000.00	$ 16,841.51	$ 2,448.42	$ 19,289.93	77.16%	
304110	Tax - Property Current	$ 530,000.00	$ 523,936.87	$ 2,878.47	$ 526,815.34	99.40%	
304120	Tax - Property Past due	$ 5,000.00	$ 4,181.46	$ 281.55	$ 4,463.01	89.26%	
304491	Other Local Sources	$ -	$ 34.20	$ -	$ 34.20	0.00%	
	REVENUE	**$ 1,056,426.99**	**$ 1,041,421.03**	**$ 5,608.44**	**$ 1,047,029.47**	**99.11%**	
205261	Auditor	$ 2,000.00	$ -	$ -	$ -	0.00%	
	MATERIALS AND SERVICES	**$ 2,000.00**	**$ -**	**$ -**	**$ -**	**0.00%**	
217122	Transfer Out Library	$ 600,000.00	$ 300,000.00	$ -	$ 300,000.00	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	**$ 736,000.00**	**$ 368,000.00**	**$ -**	**$ 368,000.00**	**50.00%**	
	TOTAL EXPENSE	**$ 738,000.00**	**$ 368,000.00**	**$ -**	**$ 368,000.00**	**49.86%**	
	NET GAIN/(LOSS)	**$ 318,426.99**	**$ 673,421.03**	**$ 5,608.44**	**$ 679,029.47**	**213.24%**	

City of Yachats
Contract Expense Report
YTD Through February 28, 2025

DESCRIPTION/VENDOR NAME	YTD FY2025
Ace Alarms	576.00
Cline, Janet Financial Services	22,860.00
Fritz-Barrett, Lorraine (Laundry Services)	25.00
General Code	2,060.00
Lauritzen, Thomas	1,375.00
Library Concepts	729.95
Local Government Law Group, PC	3,636.00
Marchand, Rosa	14,150.00
Northwest Forestry Services	540.00
Office Interior Concepts	630.00
Oregon Coast Piano Services	148.50
Pacific Habitat Services, Inc.	375.00
Powell Banz Valuation, LLC	3,800.00
TCB Security Services Inc	1,100.75
TOTAL PAID YEAR TO DATE	**$ 52,006.20**

FY2025 ANNUAL BUDGET AMOUNT $ 140,500.00

PERCENTAGE EXPENDED 37.02%

City of Yachats

Fund Balance Report

		Modified Accrual Basis		Modified Cash Basis							Better (Worse)			
				FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	**YTD				
		30-Jun-17	30-Jun-18	30-Jun-19	30-Jun-20	30-Jun-21	30-Jun-22	30-Jun-23	30-Jun-24	28-Feb-25	**FY25 VS FY24**	**FY25 VS FY23**	**FY25 VS FY22**	**FY25 VS FY21**
									(Soft Close 2)					
City Hall	100-1010	468,845	691,207	829,068	921,273	537,149	743,684	895,783	704,922	1,062,760	357,838	166,977	319,076	525,611
Commons	100-1020	(15,519)	500	15,292	77,910	104,451	144,737	133,773	54,788	28,811	(25,978)	(104,962)	(115,926)	(75,640)
LLC & Museum	100-1025			583	6,722	0	6,148	13,164	18,469	17,095	(1,373)	3,931	10,948	17,095
Library	100-1030			0	8,122	28,700	29,547	27,745	6,021	2,292	(3,729)	(25,453)	(27,254)	(26,408)
Parks and Trails	100-1035			14,053	16,879	0	17,678	24,808	8,243	9,242	1,000	(15,566)	(8,436)	9,242
Visitor Amenities	100-1045	195,095	119,446	98,664	249,548	670,851	1,298,211	1,222,104	1,527,617	1,518,434	(9,183)	296,330	220,223	847,583
Streets	100-1040	71,533	80,581	93,513	43,350	14,572	67,073	59,349	67,285	62,357	(4,929)	3,007	(4,716)	47,785
Storm Drains	100-1050	80,252	86,394	110,146	88,495	68,824	41,136	19,874	9,753	12,691	2,938	(7,183)	(28,444)	(56,133)
Water	600-1700			164,050	325,623	128,056	144,671	177,324	224,811	300,547	75,736	123,223	155,876	172,491
WasteWater	670-1800			178,721	265,946	157,154	160,811	201,148	304,715	413,922	109,207	212,774	253,111	256,768
Total Operating Funds		**800,206**	**978,128**	**1,504,090**	**2,003,868**	**1,709,757**	**2,653,694**	**2,775,074**	**2,926,624**	**3,428,152**	**501,528**	**272,930**	**1,216,868**	**922,756**
SDC's	160-1605	149,075	236,321	413,285	519,487	588,135	751,225	814,536	911,099	771,693	(139,406)	(42,843)	20,468	183,558
General Construction (So Tank)	160-1630	211,843	40,401	213,305	213,305									
Revenue Water Bond	155-1200			0	43,071	43,242	43,413	43,650	43,907	44,046	139	396	633	804
Water Gen Obl Bond	155-1218			0	(157)	46,636	49,140	51,554	55,324	59,184	3,861	7,631	10,045	12,548
South Tank Loan	155-1268			100,000	160,089	120,179	120,268	120,358	120,447	100,537	(19,911)	(19,821)	(19,732)	(19,642)
WasteWater Loans (2)	155-1276	577,777	594,019	668,616	736,214	816,173	874,919	909,929	1,101,220	1,084,818	(16,402)	174,889	209,899	268,645
Urban Renewal	900-9000	68,236	207,433	297,767	432,235	421,085	290,175	468,968	498,048	679,029	180,981	210,062	388,854	257,944
Total Restricted Funds		**1,006,931**	**1,078,174**	**1,692,973**	**2,104,244**	**2,035,450**	**2,129,140**	**2,408,995**	**2,730,045**	**2,739,308**	**9,263**	**600,905**	**694,595**	**625,801**
City Hall Reserves	150-1010			69,066	63,697	0	147,935	186,780	231,318	133,018	(98,300)	(53,762)	(14,917)	133,018
Commons Reserves	150-1020			118,449	145,449	145,449	153,468	161,555	250,056	270,599	20,543	109,043	117,131	125,150
LLC & Museum Reserves	150-1025			213,077	208,077	208,077	208,077	194,809	166,185	171,167	4,982	(23,641)	(36,910)	(36,910)
Library Reserves	150-1030			242,453	306,638	291,781	286,775	253,085	479,203	714,233	235,030	461,148	427,458	422,452
Parks and Trails Reserves	150-1035			103,486	153,486	135,156	219,407	500,211	441,797	212,494	(229,303)	(287,717)	(6,913)	77,338
Streets Reserves	150-1040			437,841	316,867	315,906	101,356	104,557	44,158	49,830	5,672	(54,727)	(51,525)	(266,076)
Storm Drains Capital	150-1050			0	40,000	40,000	70,198	119,311	54,228	60,129	5,901	(59,183)	(10,069)	20,129
Water Reserves	660-1705			167,522	252,358	1,121,617	1,769,111	1,856,074	2,077,703	1,803,100	(274,603)	(52,974)	33,989	681,483
WasteWater Reserves	670-1805			443,800	518,930	1,004,775	1,034,069	1,060,779	1,417,896	1,116,878	(301,019)	56,098	82,809	112,103
Total Capital Reserves		**1,838,319**	**1,554,067**	**1,795,694**	**2,005,502**	**3,262,761**	**3,990,394**	**4,437,163**	**5,162,544**	**4,531,446**	**(631,098)**	**1,172,150**	**1,899,783**	**3,157,042**
Total Fund Balances		**3,645,456**	**3,610,369**	**4,992,757**	**6,113,614**	**7,007,968**	**8,773,228**	**9,621,231**	**10,819,213**	**10,698,906**	**(120,307)**	**2,045,985**	**3,811,245**	**4,705,599**

** Beginning Balances Unaudited

City Council Regular Meeting

Meeting Date: March 19, 2025

ITEM TITLE: Update on Ordinance 370- Creating Ordinance 375

DISCUSSION/BACKGROUND/ISSUE:

As part of the 2025 City Council Goals, goal 5.1 under Fiscal Sustainability includes adding the duties of the audit committee to the Finance Committee's role.

The Finance Committee reviewed Ordinance 370, adding the duties of the audit committee. The ordinance was revised to reflect the official municipal code format by Councilor Collins.

FISCAL IMPACT:

No direct impact

RELEVANCE TO 2024 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:

To approve the ordinance amendment

PREPARED BY:

Bobbi Price, City Manager

ITEMS ATTACHED:

Link to Ordinance 370

Link to revision, now Ordinance 2025-375

CITY OF YACHATS

ORDINANCE NO. 375

AN ORDINANCE AMENDING THE YACHATS MUNICIPAL CODE CHAPTER 3.10, as previously amended by Ordinance Nos. 248, 330 and 370

WHEREAS, the Finance Committee has recommended certain clarifications of the procedures used to develop the Capital Improvement Plan and,

WHEREAS, the City Council has reviewed and considered those recommendations,

NOW THEREFORE, the City of Yachats ordains that Chapter 3.10 – Finance Committee and Capital Improvement Planning is amended to read as follows:

Chapter 3.10
Finance Committee and Capital Improvement Planning

§ 3.10.010. Membership.

The City Council shall establish and appoint a Finance Committee that shall also serve as the Capital Improvement Planning Committee (CIP Committee). The Finance Committee will work with the Commission Chairs and serves in an advisory role to the City Council. The City Manager shall serve as the Chair of the Finance Committee. The Finance Committee shall include four to six members skillful in financial analysis.

Nomination for membership will be made jointly by the Mayor, the Council President, and the City Manager in consultation with the Finance Committee. Each representative will be appointed by the City Council for a specified term. Members can be removed from the Committee by City Council for cause.
(Ord. 248, 2004; Ord. 330, 2014; Ord. 370, 2022; Ord. 375, 2025)

§ 3.10.020. Powers and Duties.

A. The Finance Committee's mission is to address the City's long-term financial planning. This may include complex organizational issues that impact Capital Improvement Planning, reserve generation, and other long-term financial planning. The Finance Committee, at public meetings, shall:

1. Provide financial analysis as requested by the City Manager;

2. Provide a long-term horizon for fund balance projections, including appropriations of remaining projects documented in master plans, revenue, capital expenditures, and reserve balances;

3. Provide a "State of the City" financial report to the City Council. This would be a snapshot of how the financial long-term picture looks given certain

assumptions;

4. Assist the City Manager on special projects including, but not limited to:

a. Review and recommend changes to the City Budget document by the Supplemental Budget process,

b. Provide project updates, changes, and substitutions for projects in City's CIP plan,

c. Advise whether system development charges provide for an equitable share of infrastructure and operational costs,

d. If requested by the City Manager, advise on how the City Manager organizes the Financial Staff,

e. Advise on creation and maintenance of City's Financial reporting;

5. Study proposed capital projects and improvements involving major non-recurring tangible assets and projects which:

a. Are purchased or undertaken at intervals of not less than five years, and

b. Have a useful life of at least five years, and

c. Cost over $5,000;

6. Other projects assigned by the City Council; and

7. The Finance Committee will serve as the Audit Review Committee, responsible for reviewing annual audits as they are presented, conducting auditor interviews and selections as necessary, and providing recommendations to the City Council regarding the annual audit findings.

B. Each year, commission chairs and staff shall submit capital project requests that have been identified in the City's Master Plans. The Finance Committee shall consider the relative need, impact, timing, and cost of these expenditures and the effect each will have on the City's financial position. The Finance Committee will provide a completed CIP to the City Council for approval before the completion of the annual budget.

(Ord. 248, 2004; Ord. 330, 2014; Ord. 370, 2022; Ord. 375, 2025)

§ 3.10.030. Capital Improvement Program - Annual Report to City Council.

The Finance Committee shall prepare an annual report recommending a Capital Improvement

Budget for the next fiscal year and a Capital Improvement Program including recommended capital improvements for the following four fiscal years. The report shall be submitted to the City Council for its consideration and approval. Following Council approval, the first year amounts shall be included in the proposed budget for the next year for consideration by the Budget Committee.
(Ord. 248, 2004; Ord. 330, 2014; Ord. 370, 2022)

§ 3.10.040. Capital Improvement Program - Adoption and Appropriations.

Adoption of the City's budget, shall permit the expenditure on Capital Improvement Projects included therein of sums from departmental budgets for surveys, architectural or engineering advice, options or appraisals and the like; but no such expenditure shall be incurred on projects which have not been authorized by an amendment to the Capital Improvement Plan, recommended by the Finance Committee and approved by the City Council in the current year or in prior years, and no such expenditure shall be incurred for preliminary planning for projects to be undertaken more than five years in the future.
(Ord. 248, 2004; Ord. 330, 2014; Ord. 370, 2022; Ord. 375, 2025)

§ 3.10.050. Capital Improvement Program - Public Report.

The Finance Committee's report and the City Council's recommended Capital Budget shall be published and publicly available. The Finance Committee shall deposit its original report with the City Manager's office.
(Ord. 248, 2004; Ord. 330, 2014; Ord. 370, 2022)

PASSED AND ADOPTED by the City Council of the City of Yachats on this 19TH day of March, 2025.

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

APPROVED by the Mayor this 19th day of March, 2025.

Attest:

____
Mayor, Craig Berdie

____
City Manager, Bobbi Price

Budget Planning Timeline

1. Budget Education for the Community
   Date April 24th
   Time: 5:00 pm
   Location: Yachats Commons
   Details: This session is aimed at educating the community about the budget process, including how it impacts local services and projects. Residents are encouraged to attend to gain a better understanding of the budgeting framework. The Lincoln County Economic Development Alliance on an interactive budget activity for community members to engage in with a game element to it.

2. Public Budget Committee Meetings
   First Meeting:
      Date: May 15th
      Time: 4:00 pm
      Location: Civic Meeting Room
      Discuss initial budget proposals

   Second Meeting:
      Date: May 29th
      Time: 4:00 pm
      Location: Civic Campus Meeting Room
      Continue discussions from the first meeting and finalized budget recommendations.

City Council Regular Meeting

Meeting Date: March 19, 2025

ITEM TITLE: Administrative Policy # 5- Donation and Recognition Policy

DISCUSSION/BACKGROUND/ISSUE:

The old policy lacked clarity and was confusing on many levels. It obligated the city to some responsibilities that were never met and which remain infeasible. Parks & Commons Commission revised the policy over a 12+ month period with careful consideration to all opinions.

FISCAL IMPACT:

No direct fiscal impact

RELEVANCE TO 2024 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:

Approve the revision to Administrative Policy #5

ALTERNATIVES:

Choose not to approve Administrative Policy #5

PREPARED BY: Bobbi Price, City Manager and members of the Parks & Commons Commission

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ITEMS ATTACHED:

Link to Marked-up version of Administrative Policy #5

Link to the revised version of Administrative Policy #5

RESOLUTION AUTHORIZING APPLICATION FOR GRANT
RESOLUTION NO. 2025-250

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 Estuary Boardwalk 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 Estuary boardwalk 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 expects 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 boardwalk 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 19th of March 2025.

Craig Berdie, Mayor, City of Yachats

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

LINCOLN COUNTY SCHOOL DISTRICT
2025 BOND

THE PROPOSED LINCOLN COUNTY SCHOOL DISTRICT BOND MEASURE

COMING TO THE MAY 2025 BALLOT

6 Things to Know About the Proposed Bond:

1 **As a renewal,** this bond measure is expected to maintain the existing tax rate that taxpayers in the Lincoln County School are currently paying.

2 **Local control:** If passed, 100% of bond funds directly benefit LCSD schools.

3 Matching state grant: If the measure passes, the district would qualify for a **$6** million matching grant from the state of Oregon.

If the Proposed Bond Measure passes, it would:

4 Repair and update failing building systems in all schools across the district.

5 Make schools more safe, healthy, and secure for students and staff.

6 Expand student opportunities with remodeled Career and Technical Education spaces; new high school Performing Arts spaces; updates to classroom technology; turf playgrounds and play structures for students across the district.

What if the Measure does not pass?

If the proposed measure does not pass, the health, safety, security, and maintenance projects outlined in this guide would not be completed.

Bond accountability

If the measure passes, a long term facility update committee will be formed with citizens from the community.

SCAN TO LEARN MORE

LincolnCountySchoolBond.org

THE PROPOSED LINCOLN COUNTY SCHOOL DISTRICT BOND MEASURE

Why is the this Measure being referred to voters?

Lincoln County School District's aging school facilities face challenges. Our schools have aging and inefficient building systems that no longer work as originally intended. These well-loved buildings are due for many basic repairs and upgrades to continue to serve our students and communities.

We also know that the district's most popular programs such as Career and Technical Education and Performing Arts are limited by space or older facilities that do not meet the demands of modern learning.

If passed, what would the the bond fund in Lincoln County schools?

Repairs and updates in all district schools to keep students warm, safe, and dry.

- Replace or repair roofs
- New boiler systems
- New water heaters
- Update HVAC systems
- Update electrical systems
- Update phone and communications systems

Safety, health, and security upgrades for safer learning environments.

- New fire alarm systems
- New building access control systems
- New or upgraded cameras
- Parking lot updates
- Asbestos abatement
- ADA upgrades

Expand student opportunities to provide modern learning options for students in all regions of the district.

- Revitalize Career and Technical Education program spaces
- New Performing Arts Facilities at Waldport HS, Newport HS, and Toledo Jr./Sr. HS
- Upgrades to outdoor play structures, track surfaces and playgrounds
- Updates to classroom technology

If passed, what would the proposed Bond cost taxpayers?

As a renewal, the proposed measure is expected to maintain the existing tax rate. No increase in taxes is expected with the passage of this bond.