

1. 2:00 P.M. Agenda

Documents:

[2025-04-03 Finance Agenda.pdf](#)

2. Meeting Material

Documents:

[2025-03-06 Finance Summary.pdf](#)

[CIP Updates Five Year Plan FY25-26 2025-04-02 With Spending.pdf](#)



CITY OF YACHATS
FINANCE COMMITTEE
441 Hwy 101 N. Commons Civic Meeting Room 1
Yachats, OR 97498
Thursday, April 3, 2025, at 2:00 pm
To Be Held In-Person & Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/82455077267>

Meeting ID: 824 5507 7267

- I. Meeting Called to Order
- II. Announcements and Correspondence
- III. Citizens' Concerns
(limited to items not on the agenda, 5-minute limitation per person)
- IV. New Business
 - a. City Council goal review
 - b. Street & Storm Drain Fee Review
- V. Ongoing Business
 - a. CIP Final
 - b. FY 23 & FY24 Final Audit Review & Recommendation to City Council
- VI. Other Business
 - a. From Commission
 - b. From Staff

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review at City Hall, or on the City website at www.yachatsoregon.org. In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance.
POSTED 03-27-2025 By: Kimmie Jackson, Recorder



CITY OF YACHATS
YACHATS FINANCE COMMITTEE
SUMMARY MINUTES OF March 6, 2025

1 Chair Bobbi Price called the Finance Committee meeting to order at 2:00 pm in the
2 Yachats Commons Civic Meeting Room. Members present are Tom Lauritzen, Charles
3 Bame-Aldrich. Julie Ekdorn, Dave Buckwald, Wastewater Lead and Rick McClung,
4 Water Lead, and Recorder Kimmie Jackson.

5 Audience: 8

6

7 **I. Announcement/Correspondence: None**

8 **II. Citizens' Concerns: None**

9 **III. Ongoing Business**

10 a. **CIP Budget Review:** The points of the CIP ([Capital Improvement Plan](#))
11 Budget Review include identifying and prioritizing projects based on
12 urgency and impact, reviewing the proposed budget allocations for various
13 projects, ensuring funds are appropriately distributed and aligned with long-
14 term strategic goals and community needs; and setting performance
15 metrics to evaluate the outcomes of completed projects and their benefits
16 to the community.

17

18 b. **FY 23 & 24 Draft Audit & URD Budget Audit:** ([2023 URD/FY23 BUDGET](#))
19 ([2024 URD/FY2024 BUDGET](#)) Concerns were expressed about the
20 organization of the financial statements and related documents. There is a
21 request to see the final version of the financial statements compiled together
22 more cohesively for better clarity and presentation. The discussion ended
23 with asking City Manager Price to bring the final documents to review at the
24 next finance meeting in April.

25

26 c. **Ordinance 370:** The meeting started with a brief overview of [Ordinance 370](#).
27 Various edits were discussed, including the addition of the finance committee
28 being recognized as the formal audit committee and its responsibilities.

29 A final draft of the proposed edits was suggested to be circulated for review before
30 the next meeting. City Manager Price will compile the proposed edits and prepare
31 a draft for circulation.

32 d. **CIP Budget Continued Review:** The committee discussed reorganizing the CIP
33 budget by priority and master plan numbers to improve clarity and prioritization.

34 Discussion continued around fostering clear communication with stakeholders
35 about the timing and distribution of library project funds to ensure timely
36 reimbursements. The committee evaluated the \$210,000 set aside for
37 geotechnical studies and the feasibility of the proposed new water tank location.



CITY OF YACHATS
YACHATS FINANCE COMMITTEE
SUMMARY MINUTES OF March 6, 2025

- 1 City Manager Price will bring the edited version of the CIP budget to the April
- 2 finance meeting and then to the April City Council for approval, as the budget will
- 3 need to be constructed around this.

- 4 The next meeting will be held on April 3rd at 2:00 p.m.

- 5 **The meeting was adjourned at 3:55 pm.**
- 6 **By Recorder Kimmie Jackson**

CITY OF YACHTS
CAPITAL IMPROVEMENT PROJECTS

4/2/2025

FUND/CD	MASTERPLAN	DEPARTMENT / DETAIL	CIP BUDGET		FISCAL 2024-2025		SPEND or CARRY		CIP 5 YEAR PROJECTION					TOTAL CIP	NOTES	
			ADOPTED APPROP	APPROPS AFTER RECLASS	(ACTUAL) SPEND TO DATE	(REMAINING) AVAILABLE TO YEAR END	Estimated Spending Apr-Jun	CARRY FORWARD	FISCAL CIP YR1	FISCAL CIP YR2	FISCAL CIP YR3	FISCAL CIP YR4	FISCAL CIP YR5			FISCAL CIP ->5YRS
			2024-2025	date	4/2/2025				2025-2026	2026-2027	2027-2028	2028-2029	2029-2030			>2030
ENTERPRISE PRIORITY # MASTERPLAN WATER (WTP)																
	1	M/P D-02 (1) System Pressure Release Valve Rehab/ Update	50,000				0				50,000					50,000
	1	M/P D-03 (1) Windsong Street Service Reconnections	11,000				0				11,000					11,000
	1	M/P D-04 (1) New PRV at 7th Street & Radar Road	101,000				0				101,000					101,000
	1	M/P D-05 (1) New PRV on King Street Between 7th and Prospect Ave	101,000				0				101,000					101,000
	1	M/P D-06 (1) New 8" Water Main on Radar Road at Prospect Ave	57,000				0				57,000					57,000
	1	M/P D-07 (1) New 8" Water Main on King Street at Prospect Ave	86,000				0				86,000					86,000
	1	M/P D-10 (1) Combs Circle Pressure Release Valve Rehab	40,000				0				40,000					40,000
	1	M/P D-13 (1) 2ND ST PH3 Loma to River Rd Waterline Construction	15,000	15,000	15,000	1,750	13,250	0	0							15,000
E2PHS3WV	1	M/P D-13 (1) 2ND ST PH3 Loma to River Rd Waterline Construction	150,000	75,000	42,756	42,756	13,250	42,756	150,000							150,000
	1	M/P S-03 (1) Analysis / Engineering SWL/CWPUD	75,000	70,000	70,000	14,362	55,638	0	79,000	300,000	50,000	50,000	50,000	50,000	50,000	300,000
	1	M/P S-05 (1) Reedy Creek Raw Water Pipeline Improvements	208,000	104,000	104,000	25,000	79,000	0								300,000
	1	M/P T-01 (1) Water Plant Electrical Control Systems - MCC (Master Control)	814,000				0				407,000	407,000				814,000
WTPUPGRD	1	M/P T-01 (1) WTP Upgrade CIP Annually	30,000	30,000	30,000	16,797	13,203	5,000	0	30,000	30,000	30,000	30,000	30,000	30,000	180,000
	2	M/P D-08 (2) New 8" Water Main on West Third Street	167,000				0				210,000					210,000
	2	M/P D-08 (2) West Third Street Engineering Water														30,000
	2	M/P D-09 (2) New 4" Water Main and PRV on Horizon Hill Road (hillside rock)	737,000				0			30,000						737,000
	2	M/P D-11 (2) Yachats Ocean Road Service Reconnections	20,000				0									20,000
	2	M/P D-15 (2) Pontiac Street Waterline - 3rd to 4th	88,000				0				88,000					88,000
	2	M/P D-16 (2) Shell Street Waterline	79,000				0									79,000
	2	M/P D-17 (2) Gender Drive and Windy Way Waterlines	254,000				0									254,000
	2	M/P D-18 (2) Pontiac Street Waterline - 2nd to 3rd	105,000				0				105,000					105,000
	2	M/P D-19 (2) Hanley Drive Waterline	47,000				0									47,000
	2	M/P P-01 (2) New Radar Road Pump Station	767,000				0									767,000
	2	M/P P-02 (2) New Horizon Hill Pump Station & Reservoir	1,079,000				0									1,079,000
	2	M/P ST-01 (2) New 200,000-gallon Lower Radar Road Reservoir	2,000,000				0									2,000,000
RESSEVAL	2	M/P ST-02 (2) Water Tank Seismic Retrofit Engineering	60,000	30,000	30,000	26,141	3,859	3,859	0							60,000
	2	M/P ST-04 Feasibility Study For Water Tank - New Reservoir Site				3,430	3,430				210,000					210,000
	2	M/P ST-05 1,000,000-gallon Reservoir Replacement	6,000,000				0									10,000,000
		Property Acquisition for Reservoir Replacement														
		Property Acquisition for Reservoir Replacement														
WPCLRRHB	2	M/P T-02 (2) Water Plant Clarifier - Rehabilitation of Drives (\$641k)	250,000	250,000	250,000		250,000		250,000		250,000					250,000
	2	M/P T-03 (2) WTP Mixed Media Filter Rehabilitation	350,000				0									350,000
	2	M/P T-04 (2) WTP Pump and Compressor Upgrades	402,000				0				402,000					402,000
	2	M/P T-07 (2) WTP Building Seismic Retrofit	270,000				0									270,000
	3	M/P D-20 (3) Automated Water Meter Reading System	318,000				0									318,000
URDFIREH		Annual Hydrant Replacements	10,000	10,000	10,000	12,399	0	0	0	30,000	30,000	30,000	30,000	30,000	30,000	180,000
		Blackstone 126 res Fence	25,000	25,000	25,000	0	25,000	0	25,000	25,000						25,000
WTPINDAC		Property Acquisition, Surveys, Geotech	250,000	280,000	276,570	221,268	55,302	0	55,302							250,000
WELECGT		Public Works Slide Gate	20,000	20,000	20,000	0	20,000	20,000	0							20,000
WTPSCADA		SCADA Upgrade	60,000	30,000	30,000	0	30,000	30,000	0	30,000	30,000	30,000	30,000	30,000	30,000	180,000
		South Tank Seismic Improvements				37,244	37,244									0
		Water Booster Stations Gensets	70,000	70,000	70,000	70,000	0	70,000	80,000							80,000
		Water Meter Upgrades				9,908	10,092	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	150,000
		Water Treatment Plant Fence	20,000	20,000	20,000	0	20,000	20,000	0	20,000	20,000					20,000
		Water Unplanned / Contingency	25,000				0				25,000	25,000	25,000	25,000	25,000	150,000
		TOTAL WTP	15,096,000	1,054,000	1,054,000	368,299	688,100	52,201	572,058	1,005,000	1,652,000	5,043,000	4,190,000	2,190,000	6,513,000	20,593,000
ENTERPRISE PRIORITY # MASTERPLAN WASTEWATER (WWTP)																
	1	M/P G-01 (1) Sewer Line from King Street to 3rd Street (Manhole D-220 to Manhole D-270)	140,000				0					140,000				140,000
	1	M/P G-02 (1) Mainline A Manhole between A-040 to A-050	141,000				0			15,000					141,000	156,000
	1	M/P G-03 (1) Mainline D Manhole D-010 to D-030, Ocean View Drive	263,000				0					45,000	263,000			308,000
	1	M/P G-04 (1) Hanley Drive Sewer Manholes	40,000	20,000	20,000		20,000	20,000	0	20,000						20,000
	1	M/P G-05 (1) Wastewater Collection System Design Standards	5,000	0	20,000	20,000	20,000	0	0							0
PUMPPPLGS	1	M/P P-01 (1) Submersible Pump Plug Engineering & Installation	371,000	300,000	300,000	261,992	38,008	38,008	0							0
WWBUPGEN	1	M/P P-02 WW Portable + Backup Generator			36,138	36,138										0
	1	M/P P-03 (1) Quiet Water Lift Station Improvements	493,000				0			50,000	250,000	193,000				493,000
	1	M/P T-02 (1) SBR and Digester Diffuser Membrane Replacement	15,000				0									15,000
	1	M/P T-04 (1) PW Rehab - Roofing	200,000				0	0	0					100,000	100,000	200,000
	1	M/P T-04 (1) PW Rehab Exterior Panels	350,000				0	0	0					100,000	250,000	350,000
	1	M/P T-05 (1) Outfall Pipeline Improvements	120,000				0			230,000						230,000
	2	M/P F-01 Pontiac Lift Station Force Main Engineering	45,000				0			12,000						12,000
	2	M/P F-01 (2) Pontiac Lift Station Force Main Improvements	121,000				0				121,000					121,000
	2	M/P F-02 Riverside Lift Station Force Main Engineering					0			33,000						33,000
	2	M/P F-02 Riverside Lift Station Force Main Improvements	326,000				0						326,000			326,000
MLSUPGRD	2	M/P P-04 (2) Main Lift Station Improve	405,000	166,000	166,000	65,575	100,425	100,425	0	166,000						166,000
	2	M/P P-05 (2) Parkside Lift Station Improvements	218,000				0				109,000	109,000				218,000
	2	M/P P-06 (2) Riverside Lift Station Improvements	250,000	50,000	50,000	35,468	14,532		0	100,000	100,000					200,000
	2	M/P P-07 (2) Pontiac Lift Station Improvements	218,000				0				109,000	109,000				218,000
	2	M/P T-07 (2) New Biosolids Disposal Site Acquisition					0									0
	2	M/P T-08 (2) Biosolids Manure Spreader	50,000				0									50,000
	2	M/P T-09 (2) Aerobic Digester and Sludge Storage Tank Air Supply System Imps.	100,000				0									100,000
	2	M/P T-10 (2) Aerobic Digester Tank Coating and Piping Improvements	223,000				0									223,000
	2	M/P T-11 (2) SBR, EO Basin, & Digester Control System Upgrades	330,000				0									330,000
	2	M/P T-11 (2) SBR, EO Basin, & Digester Control System Upgrades	972,000				0									972,000
	2	M/P T-12 (2) UV Disinfection Control Upgrades	85,000	85,000	85,000	8,900	76,100	76,100	0							0
	2	M/P T-13 (2) SBR Basin #3	1,236,000				0									1,236,000
		Annual Inflow and Infiltration (I&I) Rehabilitation	40,000	40,000	40,000		40,000	40,000	0	40,000	40,000	40,000	40,000	40,000	40,000	240,000
		Multi-VFD Upgrades	50,000	25,000	25,000	0	25,000	25,000	0							0
		Man Doors PW Bldg #2	15,000	15,000	15,000	0	15,000	15,000	0							0
WWELECGT		Public Works Slide Gate	25,000	25,000	26,000	0	26,000	26,000	0							0
		GIS Mapping & Geolocation Utility Line Hardware	25,000	25,000	25,000	10,597	14,403	0								0
E2PHS3WV		2ND PH3 Loma to River Rd Wasteline Engineering	10,000	10,000	10,000	875	9,125	9,125	0	0						0
		2ND PH3 Loma to River Rd Wasteline Construction	50,000	50,000	0	0	0	0	0	50,000						50,000
		PW Fuel Tank & Trailer	15,000	15,000	15,000	0	15,000	15,000	0							0
		Wastewater Treatment Plant Upgrades	240,000	248,000	185,709	17,464	168,245	168,245	0	85,000						85,000
		949 Yachats River Rd Property Improvements					0			58,000						58,000
		West 3rd Street Engineering Wastewater					0			10,000						10,000
2NDSTREE		Pontiac Lift Station Pump 3 Upgrade			10,000	9,935	65	65	0							0
		WW Roll Up Doors			69,913											0
PWDESINST		PW Design Standards			240											0
		Wastewater Unplanned / Contingency		25,000						25,000	25,000	25,000	25,000	25,000	25,000	150,000

CITY OF YACHATS
CAPITAL IMPROVEMENT PROJECTS

4/2/2025

FUND	MASTERPLAN	DEPARTMENT / DETAIL	CIP BUDGET		FISCAL 2024-2025		SPEND or CARRY		CIP 5 YEAR PROJECTION					TOTAL CIP	NOTES	
			ADOPTED APPROP	APPROPS AFTER RECLASS	(ACTUAL) SPEND TO DATE	(REMAINING) AVAILABLE TO YEAR END	Estimated Spending Apr-Jun	CARRY FORWARD	FISCAL CIP YR1	FISCAL CIP YR2	FISCAL CIP YR3	FISCAL CIP YR4	FISCAL CIP YR5			FISCAL CIP ->5YRS
FUND/CD			2024-2025	date	4/2/2025											
		West 3rd Street Engineering - Streets								5,000						5,000
		West 3rd Street Construction								250,000						250,000
		Hwy 101 Phase 2								10,000						10,000
		TOTAL GENERAL STREETS BEFORE CAPITALIZED LABOR	460,000	190,000	190,000	81,024	108,976	100,726	8,250	325,000	360,000	110,000	110,000	110,000	160,000	1,175,000
GENERAL FUND		STORM DRAINS														
		Loma to River Rd Storm Drains	40,000			0	0	0	0	40,000						40,000
MARINESDR		Marine/101 Storm Drain	60,000			0	0	0	0	60,000						60,000
		West 3rd Street Engineering - Storm Drains								7,000						7,000
		West 3rd Street Storm Drains Construction								100,000						100,000
		Oceanview Drive Storm Drains										20,000				20,000
		TOTAL STORMS BEFORE CAPITALIZED LABOR	100,000	0	0	0	0	0	0	107,000	100,000	20,000	0	0	0	227,000
GENERAL FUND		CITY HALL														
EMIRGMNGT		Conex replacement and supplies	11,000			0	0	0	0	11,000						11,000
		Emergency Preparedness	20,000	20,000	20,000	20,000				20,000	20,000	20,000	20,000	20,000	20,000	120,000
		501 Gutters and Fascia, Building Repair	20,000	20,000	20,000	20,000				0						0
		Exterior Rehabilitation: ADA Compliant/Code & Safety Review	60,000	60,000	60,000	51,786	8,214	8,214	0		60,000					60,000
		Interior Security Remodel	90,000	30,000	30,000	29,279	721	721	0		60,000					60,000
		Fake Police Car	5,000	5,000	5,000	5,000			5,000							0
		Code Compliance Vehicle								10,000						10,000
		Masterplan Project Implementations - City Hall								50,000	100,000	50,000	50,000	50,000	50,000	350,000
		City Hall Lighting Upgrade	5,609							6,000						6,000
		Generator Rehousing and Relocation for City Hall	10,000	20,000	20,000	20,000			20,000	20,000						45,000
		Security Upgrade														20,000
		TOTAL BEFORE CAPITALIZED LABOR	221,609	155,000	155,000	81,065	73,935	8,935	25,000	162,000	240,000	70,000	70,000	70,000	70,000	682,000
GENERAL FUND		PARKS & TRAILS														
BOARDWLK		Bayside Boardwalk Engineering	125,000	60,000	41,189	41,189	0	0	0							0
BOARDWLK		Extension of Walkway to State Park	750,000			0	0	0	0		100,000	100,000	100,000	100,000	100,000	500,000
BOARDWLK		Landmark Gateway Overlook and Improvements	450,000			0	0	0	0	500,000	100,000	100,000	100,000	100,000	400,000	
BOARDWLK		Boardwalk Construction	875,000	125,000	0	0	0	0	0	250,000	250,000	150,000	150,000	150,000	1,100,000	
BOARDWLK		Underground Utilities	200,000			0	0	0	0	100,000	100,000				200,000	
		O'Neill Landmark Property			153,767	153,767										0
		Masterplan Project Implementations - Parks and Trails								25,000	75,000	50,000	50,000	50,000	50,000	300,000
		TOTAL BEFORE CAPITALIZED LABOR	2,400,000	185,000	194,957	194,957	0	0	0	425,000	625,000	400,000	400,000	400,000	300,000	2,500,000
GENERAL FUND		COMMONS														
		Gutters and Fascia and Roof Repair	50,000	20,000		0	0	0	0	25,000						25,000
		Emergency Shelter - Commons	30,000							30,000						30,000
		MIE/P Updates	25,000	20,000		0	0	0	0							0
		Fire & Safety Updates: Egress, Hardware and Lighting	25,000	20,000		0	0	0	0							0
		Security Updates	10,000	5,000	5,000	5,000	5,000	5,000	0							0
COMMSDLT		Sound / Lighting Updates	25,000	20,000	20,000	20,000	0	20,000	0	50,000						50,000
		Generator Rehousing and Relocation - Resiliency Measure	15,000	15,000	15,000	15,000	15,000	15,000	0	15,000						15,000
		Interior Remodel and Security Enhancements	80,000	15,000	15,000	15,000	15,000	15,000	0	15,000						15,000
		Park Plan / Civic Plan / Masterplan		120,000	120,000	16,000	104,000	84,000	20,000	20,000						20,000
		Masterplan Project Implementations	470,000			0	0	0	0	50,000	50,000	100,000	100,000	100,000	100,000	500,000
		Resiliency - Solar Energy	175,000	50,000	0	0	0	0	0							0
		Public Restroom	150,000			0	0	0	0	25,000	125,000					150,000
COMMSTNE		Stairs NE Entrance	30,000	25,000	25,000	8,800	16,200	0	16,200	45,000						45,000
		Commons NE Entrance	105,000			0	0	0	0	25,000	80,000					105,000
COMMPAVI		Pavilion Upgrades	40,000	35,000	125,000	59,782	65,218	65,218	0							0
		Basketball Hoop Replacement			5,000	5,000										0
		Commons Storage Improvements	14,500	14,500	6,500	6,500	750	750	0							0
		TOTAL BEFORE CAPITALIZED LABOR	1,244,500	359,500	336,500	89,582	246,918	154,968	86,200	300,000	255,000	100,000	100,000	100,000	100,000	955,000
GENERAL FUND		LIBRARY														
		Website and Branding	10,000	10,000	10,000			10,000	0							0
		Evaluate Suitability of Site	35,000	35,000	0											0
		Preconstruction and Construction	1,150,000	550,000	585,000	75,068	509,932	509,932	0	880,000						880,000
		Interior Finishing	100,000							100,000						100,000
		Interior Wall Felt	25,000							25,000						25,000
		Final Landscaping	55,000								55,000					55,000
		TOTAL BEFORE CAPITALIZED LABOR	1,375,000	595,000	595,000	75,068	509,932	519,932	0	1,005,000	55,000	0	0	0	0	1,060,000
GENERAL FUND		LLCM														
LLCMRENO		LLCM Rehabilitation	500,000	100,000	100,000	12,439	87,561	87,561	0	285,000						285,000
		TOTAL BEFORE CAPITALIZED LABOR	500,000	100,000	100,000	12,439	87,561	87,561	0	285,000	0	0	0	0	0	285,000
		ENTERPRISE FUNDS TOTAL	22,043,000	2,153,000	2,153,000	885,396	1,270,003	605,169	572,058	1,799,000	2,406,000	5,804,000	4,844,000	2,455,000	9,995,000	27,303,000
		GENERAL FUNDS TOTAL	6,201,109	1,584,500	1,571,457	534,135	1,027,322	872,122	119,450	1,966,500	2,815,000	890,000	680,000	680,000	630,000	6,657,000
		GRAND TOTAL	28,244,109	3,737,500	3,724,457	1,419,531	2,297,325	1,477,291	691,508	3,765,500	5,221,000	6,694,000	5,524,000	3,135,000	10,625,000	33,960,000
						(13,043)										

NOTES:
* \$100,000 approved Grant