



CITY OF YACHATS
BUDGET COMMITTEE
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Tuesday, May 27, 2025 at 2:30 PM

I. Call to Order

II. Roll Call

Committee Members	P/A
Bobbi Price, City Manager	P
Craig Berdie, Mayor & Chair	P
Mary Ellen O’Shaughnessey, Council President	P
Catherine Whitten-Carey	P
Nicole Hedlund	P
Barry Collins	A
Brad Webb	P
Don Groth	P
Rick Sant	P
Marc Sakamoto	P
Julie Ekdorn	P

Staff Members	
Kimie Jackson, Recorder	Rick McClung, Water Lead
Neal Morphis, City Infrastructure Clerk	Dave Buckwald, Wastewater Lead

Audience
16

III. Announcements and Correspondence

- a. None

IV. Citizens’ Concerns

V. Continue City Budget review FY 2025–2026

- a. City Manager Price reviewed the following changes made from the first budget meeting on May 15th. Adjustments were made to FTE (Full-Time

Equivalent) counts and allocations across various funds to reflect the actual workload. The City manager’s time has been allocated to additional funds beyond water and wastewater. Distribution changes were made to public works projections for utility foremen and workers, code enforcement, and public works roles across various projects.

The budget committee reviewed and approved changes to the 2025-2026 budget, and the vote was called to approve said changes throughout the general Fund.

Motion:	A motion was made to accept the proposed general fund budget by the Budget Officer:			
Moved	O’Shaughnessey			
Ayes:	O’Shaughnessey, Whitten-Carey, Hedlund, Groth, Sant, Sakamoto, Ekdorn, and Berdie	Nays: 1- Webb	Absent: 1 Collins	Recused: 0
Passed:	8/1			

- b. Enterprise Funds - Discussion centered on the water and wastewater operating and reserve funds, highlighting that these are funded through fees collected from utility services, and the importance of sustainable infrastructure and the city’s investment in water and wastewater systems.

Adjustments to the budget summary included the separation of street and storm drain funding from the Enterprise Fund into the general fund to accurately reflect funding sources, as well as a change involving a street grant and the addition of a \$100,000 grant from Business Oregon.

Also reviewed the breakdown of revenue sources, including permits, licenses, and system development charges (SDCs), Personnel costs, materials and services, and capital outlays, a feasibility study for a new water reservoir, with a \$750,000 property purchase pending.

The total capital outlay budgeted for water and wastewater services is \$2,621,000. An investment of \$940,000 is planned into reserves, resulting in an ending reserve balance of approximately \$3.5 million for both accounts.

Motion:	A motion was made to accept the Water and Wastewater Enterprise Funds as amended, transferring \$200,00 to \$250,000 by the Budget Officer:			
Moved	Hedlund			
Ayes:	O'Shaughnessey, Whitten-Carey, Hedlund, Groth, Sant, Sakamoto, Eksom, and Berdie	Nays: 0	Absent: 1 Collins	Recused: 0
Passed:	9/0			

- c. Debt Service Fund - Primarily funded by taxes and fees assessed to residents and businesses, ensuring that the funds are available to meet debt obligations. The current year's budget reflects the necessary payments, and the required amounts for both principal and interest are allocated appropriately. Part of the City's obligations is to pay \$100,000 to the South Tank from the Urban Renewal District.

Motion:	A motion was made to approve the Debt Service Fund budget for the 2025-26 fiscal year as presented, ensuring that all required payments for principal and interest are fully funded and appropriately allocated to support the city's financial commitments with the amendment to add \$100,000 payment to the South Tank from the Urban Renewal District:			
Moved	Whitten-Carey			
Ayes:	O'Shaughnessey, Whitten-Carey, Hedlund, Groth, Sant, Sakamoto, Eksom, and Berdie	Nays: 0	Absent: 1 Collins	Recused: 0
Passed:	9/0			

- d. The System Development Charges (SDC) discussion centered on fees collected from new developments to fund infrastructure improvements. No changes were made to the section.

Motion:	A motion was made to approve the allocation of System Development Charges for the 2025-26 fiscal year:			
Moved	Whitten-Carey			
Ayes:	O'Shaughnessey, Whitten-Carey, Hedlund, Groth, Sant, Sakamoto, Eklom, and Berdie	Nays: 0	Absent: 1 Collins	Recused: 0
Passed:	9/0			

e. The property tax discussion focused on the city's tax rates and revenue generated from property assessments.

Motion:	A motion was made to approve the proposed property tax rate of .1717 per \$1,000 for the upcoming fiscal year to support city services while considering community impact:			
Moved	Whitten-Carey			
Ayes:	O'Shaughnessey, Whitten-Carey, Hedlund, Groth, Sant, Sakamoto, Eklom, and Berdie	Nays: 0	Absent: 1 Collins	Recused: 0
Passed:	9/0			

Motion:	A motion was made to ask Lincoln County to release the taxes of \$49,122, with the increase that happens each year from Lincoln County to pay the Water Bond:			
Moved	O'Shaughnessey			
Ayes:	O'Shaughnessey, Whitten-Carey, Hedlund, Groth,	Nays: 0	Absent: 1 Collins	Recused: 0

	Sant, Sakamoto, Ekdome, and Berdie			
Passed:	9/0			

- I. Closed the Regular Budget Meeting and entered into the URD Budget.
The discussion on the Urban Renewal District Agency centered on funding mechanisms and redevelopment plans aimed at revitalizing specific areas of the city. Review tax increment financing used to fund urban renewal projects that capture future tax revenues generated by increased property values within the district.

Motion:	A Motion was made to approve the Urban Renewal Agency for the District/, the Budget FY 2025-26, with the amendment of \$100,000 being moved to the South Tank:			
Ayes:	O'Shaughnessey, Whitten-Carey, Hedlund, Groth, Sant, Sakamoto, Ekdome, Webb, and Berdie	Nays: 0	Absent: 1 Collins	Recused: 0
Passed:	9/0			

Motion:	A Motion was made to accept \$548,000.55 from Lincoln County:			
Ayes:	O'Shaughnessey, Whitten-Carey, Hedlund, Groth, Sant, Sakamoto, Ekdome, Webb, and Berdie	Nays: 0	Absent: 1 Collins	Recused: 0
Passed:	9/0			

Adjourn Budget Committee Meeting 5:30 pm

Minutes prepared by: Kimmie Jackson, Recorder