

1. Agenda

Documents:

[CC AGENDA 05-09-18.PDF](#)

2. Meeting Materials

Documents:

[2018-05-09 CM REPORT.PDF](#)
[AFFORDABLE HOUSING DISCUSSION ACTION ITEM.PDF](#)
[DRAFT 04-04-18 CITY COUNCIL MINUTES.PDF](#)
[DRAFT 04-11-18 CITY COUNCIL MINUTES.PDF](#)
[PROCLAMATIONS - ACTION ITEM.PDF](#)
[SUPPLEMENTAL BUDGET ACTION ITEM.PDF](#)

Yachats City Council Vision

Our village is a place where natural resources are valued and protected, where diversity is celebrated, and where a vibrant economy and sense of community pride create and recreate a living spirit. Yachats cares not just for its citizens' basic needs but also supports them in their efforts to excel mentally, physically, artistically, and spiritually. It is a community with an enduring sense of itself.



CITY OF YACHATS

CITY COUNCIL MEETING

441 Hwy 101N, Yachats Commons, Room 1

Wednesday, May 9, 2018 at 6:00pm

Supplemental Budget Hearing

- I. FY18 Supplemental Budget Hearing**
 - a. Hearing: FY18 Supplemental Budget
 - b. Vote: Resolution: FY18 Supplemental Budget

Regular Council Meeting

- II. Announcements, Correspondence and Proclamations, Public Comment**
 - a. Proclamation: Older Americans Month 2018
 - b. Proclamation: Emergency Medical Services Week
 - c. Proclamation: Mental Health Month
 - d. Public Comment (*topics not listed on the agenda: 5-minute limitation per person*)
- III. Minutes**
 - a. Approve April 4, 2018 Draft Minutes
 - b. Approve April 11, 2018 Draft Minutes
- IV. Reports**
 - a. Council Reports
 - b. City Manager Report
- V. Business**
 - a. Discussion – Affordable Housing Initiative Updates
 - b. Discussion – Strategic Financial Priorities & Roles
- VI. Other Business**
 - a. From Mayor
 - b. From Staff
 - c. From Council

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 May 3, 2018

City Manager's Report

May 9, 2018

Dear Mayor Stanley and Councilors,

It is my pleasure to update you on some of our current project highlights.

- **South Tank Project:**

- Completed Items:

- Soil Nail Retaining Wall
 - Concrete Foundation
 - Drainage systems for both the wall and foundation

- In Progress:

- Tank fabrication
 - Crew began work May 1, 2018, one week ahead of the estimated date as of last month. Completion aimed at 2 ½ - 3 weeks
 - Water/ Storm Drain/Wastewater lines
 - **Waterline:** The 8" waterline bore across HWY 101 will begin on Monday May 14th. This task will take approximately one week. The waterline earthquake valve vault next to the reservoir will be installed after the boring is complete. Once these two tasks are completed the waterline will be ready for pressure testing and disinfection.
 - **Storm drains:** A 24" storm drain line will be installed after the collection line work from the reservoir all the way to HWY 101. The storm drain line was spec'd to handle a 100 year storm event as specified by the City's conditional use permit
 - **Wastewater line:** After the waterline has been completed, work will begin on the 8" wastewater collection line. The City is saving a significant amount of money by installing the collection line now while the reservoir construction is happening. The collection line needs to be deeper in the ground than the storm drain line so the collection line needs to be installed first before the storm drain line is installed. The collection line includes 7 manholes and stub outs for each property along Crestview Dr.

- Budget:

- As you can see from the table below, the original Construction Contract Price was \$1,085,065.00 and the Original Engineering Contract Price was \$162,310.00 for a total of \$1,247,375.00.
 - Subsequently, there have been several additional costs for both construction and engineering.
 - Change Orders (C.O.) 1-4 have added an additional \$232,292.00 (21%) to the Construction Costs
 - Amendments 1-4 & Drainage Design have added an additional \$86,180.00 (53%) to Engineering Costs

City Manager's Report

- Amendment 4 – Engineering 2/21/18
 - Concerned about the mounting costs, when the Engineer asked for a 4th Amendment for \$49,500.00 the City Manager initiated negotiations.
 - Civil West & the City Manager reached agreement at \$44,009.00 (11% decrease) with the following included in the Amendment amount:
 - The Amendment is to present all remaining work through anticipated completion date (at the time of the amendment) July 6, 2018 and any post construction work required to ensure the project is completed.
 - Engineering Designs for a Sewer Pipeline along the project site (\$8,500.00 savings)
 - Project Management for construction of the sewer line for up to 4 weeks beyond July 6. (\$4,800.00 savings)
 - A Good Will Credit of \$7,041.00
 - A Funding Agency Coordination Credit of \$4,700.00
- Waterline under Hwy 101 C.O. #5
 - The original design of the waterline crossing under Hwy 101 showed the proposed waterline to be 45 lf at a depth of approximately 7 ft. Due to conflicts with the existing fiber optics and the other underground utilities along the highway, the location needed to be shifted to the south increasing the length to 66 lf and increasing the depth to 13 ft.
 - Through discussions and an onsite meeting I was able to negotiate the price from the original proposal of \$19,259.00 to \$8,399.00 (56% decrease)
- Wastewater Line C.O. #6
 - I was able to negotiate the bid for the Wastewater line from the original proposal of \$169,000.00 to \$162,000.00 (4% decrease)

City Manager's Report

CONSTRUCTION	Date	Amount
Original Construction Contract Price	3/28/2018	\$ 1,085,065.00
Change Orders (approved)		
C.O. #1 (Additional Clearing)	9/12/2017	\$ 27,144.00
C.O. #2 (Tank Moving, Retaining Wall)	10/31/2017	\$ 171,519.00
C.O. #3 (Slope protection)	12/1/2017	\$ 13,791.00
C.O. #4 (Contractor Support for Retaining Wall)	3/12/2018	\$ 19,838.00
Current Construction Contract Price		\$ 1,317,357.00
Upcoming Change Orders		
(Sanitary Sewer) C.O. #6		\$162,000.00
(Hwy 101 Crossing) C.O. #5		\$8,399.00
Potential Construction Contract Price		\$ 1,487,756.00
ENGINEERING		
Original Contract Price	4/27/2015	\$ 162,310.00
Amendment #1 (New Tank Site)	9/19/2016	\$ 58,224.00
Amendment #2 (Contract and Bid Documents)	3/17/2017	\$ 12,007.00
Amendment #3 (Geotech Construction Oversight)	8/3/2017	\$ 3,999.00
Drainage Design	1/1/2017	\$ 11,950.00
Amendment #4	2/21/2018	\$ 44,009.00
Current Engineering Contract Price		\$ 292,499.00
TOTAL (current) PROJECT COST		\$ 1,609,856.00
TOTAL (potential) PROJECT COST		\$ 1,780,255.00

- **Ocean View Drive:**

- Timeline: Per the March 14th meeting County would like to transfer before July 1, 2018
- Properties impacted by proposed legalization: The City Attorney is working on language to provide Easements, protecting the property owners and the City's interests.
- 5/6/18: Public Works & Streets Commission had a special meeting to let the public be involved in expressing their thoughts and recommendations traffic flow on Ocean View Drive. The plan is to take the comments from that public meeting and discuss them at our next PW&S Meeting on May 8, and then make our final recommendations to the City Council for Council action at one of their meetings in June.
- A follow up meeting with the County will occur later this month to discuss options for paving, striping, barriers etc.

City Manager's Report

- **Code Enforcement/Staffing:** The City and the Ms. Rosenfeld decided to part ways on May 3. The City Manager has been evaluating staffing needs for the organization. There are several needs that could be addressed with a couple of full time positions. Needs such as code enforcement, grease trap inspections, general maintenance of city buildings, writing & administration of grants, IT support, public information requests, reports & support for the office.
- **Lodging Taxes:** HB 4120, effective July 1, 2018, revises the definition of “transient lodging intermediary” to clarify that all online platforms are subject to lodging tax collection, unless otherwise provided. Voluntary collection agreements to pay local lodging taxes will no longer be necessary to receive payments. The City Manager is working with the City Attorney to determine if any language revisions are needed to take advantage of this new law.
- **Commission Round Tables:**
 - **Planning Commission:**
 - Continued work on the Sign Ordinance. Expect to wrap up at May meeting. Will include a requirement on trespass light (light that illuminates an area without light being directly pointed at that area).
 - Review of consequences of not following code: YMC 1.12
 - Establishes municipal court procedure and fines
 - All Title 9 violations are Class A civil infractions, max fine of \$1,000
 - Discussion of relationship between business license and code violations
 - **Public Works & Streets Commission:**
 - June 15-17 will be Clean Sweep. Information is up on the website and newsletter articles have been in the April, May & June newsletters with specific info on recycling in the June newsletter.
 - Emergency Operations Plan is in the process of being updated.
 - **Parks & Commons Commission:**
 - South Entrance Sign – Working on the best location of the sign either on private property or public right of way, which would require coordination with ODOT.
 - Stage Lighting – The coordination with the Friends of the Commons, Polly Plumb and One of Us is proceeding on this project. A quote has come in and everyone will get together and determine which options are best to proceed with.
 - **Library Commission:**
 - Waiting for the Architect & Contractor that walked through with the Library Commissioners to provide estimates based upon the design
- **Commons:**
 - The flooring in the multi-purpose room has gotten to the point that we are having to tape the planks down. Rather than just sliding and creating gaps, the planks are raising –

City Manager's Report

causing a trip hazard – and have broken along their edges. These breaks have caused additional gaps in the flooring that causes additional tripping hazards.

- Contacted the City Attorney for options with the company. The cost of the floor was around \$20,000
 - Structural engineer: The structural engineer is stating that the current joists are not sufficient to support an office floor load due to the excessive span. Recommendation, new support beam with new additional support posts (approximately 9) to support the current load
 - Installation of the beam has begun.
 - Picnic Shelter – Doors are complete and hardware is on. Locking mechanisms are being looked at and signage will be installed.
- **501 Building:**
 - Structural Analysis: The slab had no control joints so the cracking looks like normal shrinkage cracking. Cracking could have occurred in areas of poor compaction or in areas voids under the slab. Outside stem walls appear in good shape. He believes soil settlement played less of a role than shrinkage.
 - Recommendation to fix: grind along all cracks to a depth of ¼ to ½” below the surface. Remove all old caulking in the joints and fill with grout specifically designed for this purpose. Refill the hole that was cut for analysis with concrete.
 - Attic Analysis: The existing floor system is not capable of carrying loads for storing books.
 - **Library:**
 - Structural Analysis on vibrations in the floor: The Floor decking, support beams, posts and foundation are all sufficient to sustain a live load of 60 psf required for Library Reading rooms. Some of the support posts are not in contact with the concrete foundation which is the cause of the vibrations.
 - Recommendation to fix: shim the posts so that they are in contact with the foundation & install metal connections to secure to the foundation.
 - **RFP for Engineer:** Closed on May 4, 2018. Evaluation committee meets on May 16.

I. PUBLIC WORKS

Date: May 1, 2018

To: Shannon Beaucaire, City Manager

From: Public Works Department

Re: April 2018 Public Works Report

City Manager's Report

Rain fall at Yachats Public Works:

	<u>Inches</u>			
Year	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
April	8.32	7.77	2.78	5.47
Rain year to date:	34.24	46.15	27.28	21.99

Total water production:	3,690,000 gallons
Total wastewater treated:	6,552,000 gallons

The following is a list is what was done by Public Works outside of normal operations:

Streets:

- Began trimming tree limbs back on City right-of-way.
- Filled pot holes on King St.

Drainage:

- Cleaned a section of storm drainage on 1st St and a small culvert on Horizon Hill.

Water:

- Plant maintenance.

Distribution Sys:

- Installed four water services.
- Pot-holed for the main water line on Yachats River Road.

Sewer:

- Plant maintenance.
- Constructed forms to pour a concrete pad at the biosolids building.

Collection Sys:

- Inflow and infiltration inspections on 12 manholes.

Sewer & Water CIP:

- Driftwood Water Line:

Installed two fire hydrants. Water pipe is at 4th St. now. Final construction includes 4th St. crossing and connection to main line. Connecting 4th St. water main to Hwy 101 crossing water line. Flush and sanitize new line.

City Manager's Report

- Located waterlines for Hwy 101 crossing for South Reservoir.

Parks & Commons & 501 Bldg:

- Patched a leak on the access lid to the Commons roof.
- Cut inspection hole in the floor at the 501 Bldg.

Public Works:

- Shop organizing.
- Safety meeting.
- Storm prep.
- Budget process for both Leads.

Emergency Preparedness:

- Prepared to install Blue Line markers in May.

Creative Design & Engineering
1417 Fircrest Way
Waldport, OR 97394
541-563-8515 office
541-272-2908 cell

May 1, 2018

To: Heather Hoen – Facilities Manager, Yachats Common, Yachats, OR

Ref: Inspection Report, Yachats Public Library

On April 11, 2018, Creative Design & Engineering (CDE) made an inspection of the Yachats Public Library, 560 W 7th St. for the purpose of determining load carrying capabilities of the existing floor structure. In discussions with Library staff, vibrations in the floor had been observed in the reception area when books were carried past the aisles. Vibrations were noted also if weight was applied in a jumping motion in this area.

The floor system is accessed by way of a crawl space opening at the rear of the library. The floor consists of car deck type flooring spanning 4' between beams. Beams are supported at intervals of 6' by wood posts and individual concrete foundation pads. The roof posts at the center of the structure carry through the floor and are supported by a continuous concrete strip footing. CDE drilled through the car deck flooring and determined an approximate thickness of 2 3/4", tongue and groove type jointing. Beams are 4x8 PT, posts are either 4x6 or 6x6 PT. In several instances, it was noted that support posts are not in contact with the concrete foundation and thus are not providing load support for the beam above. I noted this condition at areas under the reception area above. This condition forces the floor beams to carry load over more than the normal 6' span and would reduce the overall floor stiffness. Also of note, there are no connection plates for post to beam or post to foundation anywhere.

To check out the load capacities, we must determine that the structural system is capable of sustaining a live load of 60 psf, per Oregon Structural Specialty Code, table 1607.1, item 19 Library Reading rooms. The library floor area would not be considered a book stacking area unless additional books shelves were planned in narrow corridors between shelves. Our consideration will be to use the 60 psf floor live load.

Structural Checks:

- o Floor Car Deck system
 - o The floor decking appears to be a tongue and groove type, with assumed random laying pattern. Analyzed as a 3 span beam with 4' oc spans, the floor decking system is capable of supporting the required live load.
- o 4x8 Support Beams
 - o Beams span 6' between posts and are continuous over a least 2 supports. The beams are capable of supporting the required load.
- o Posts
 - o Posts are 4x6 or 6x6, height from bottom of beam to top of concrete foundation approximately 4'. These posts are adequate to support the required live load.
- o Foundations

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- o Individual footings are 2' square x 5" thick. It's not known if any reinforcing is present in these footings. Post loads are on the order of 2,000 lbs. Assuming an allowable soil bearing pressure of 1500 psf, the footing size is adequate to support the required live load. 5" is sufficient thickness for shear loading.

Summary and recommendations:

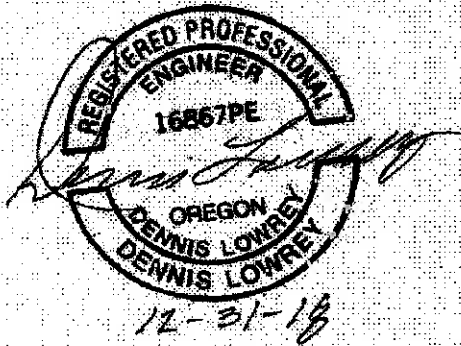
The existing floor support structure is capable of supporting a required 60 psf live load, if the following modifications are made.

1. It's critical that each post is in full contact with its concrete foundation. This lack of continuity is likely the reason for the observed vibrations in areas of the floor. Inspection should be made for each post, and pressure treated wood shims placed securely under those posts found to be not in contact with the foundation. Insure that all posts are tightly shimmed.
2. Post to concrete foundation should have a positive mechanical connection in place. Install steel angles (Simpson A311), nailed to post by 4 10d nails and secured to foundation with $\frac{3}{8}$ " dia x 4 $\frac{1}{4}$ " wedge anchors drilled into the foundation.
3. Install steel tee connections (Simpson 1212HT) to secure beam to post at all post locations. Secure with $\frac{5}{8}$ " dia. through bolts and washers.
4. Insure that book shelf spacing remains relatively the same as it currently exists. Maintain access isles between book shelves to avoid heavy stacking areas. Don't stack books higher than the existing shelves allow.
5. If desired, 2x4 stud walls could be placed between book shelves and secured to the floor decking and secured to each book shelf, for added stability.

Thanks for the opportunity to work with you. Please call with any questions.

Dennis Lowrey

OR PE 16867





Single 4 x 8 DFL #2

Floor Beam\FB01

BC CALC® Design Report

Dry | 2 spans | No cantilevers | 0/12 slope

May 1, 2018 09:05:26

Build 6536

Job Name:

Address:

City, State, Zip:

Customer:

Code reports: WCLIB/WVPA

File Name: BC CALC Project

Description: Design\FB01

Specifier:

Designer:

Company:

Misc:

LIBRARY BEAM

B0 06-00-00 B1 08-00-00 B2

Total Horizontal Product Length = 12-00-00

Reaction Summary (Down / Uplift) (lbs)

Bearing	Live	Dead	Snow	Wind	Roof Live
B0, 3-1/2"	661 / 87	110 / 0			
B1, 3-1/2"	1,731 / 0	330 / 0			
B2, 3-1/2"	661 / 87	110 / 0			

Load Summary

Tag	Description	Load Type	Ref.	Start	End	100%	90%	115%	160%	125%	Trib.
1	Standard Load	Unf. Area (lb/ft²)	L	00-00-00	12-00-00	60	10				04-00-00

Controls Summary

	Value	% Allowable	Duration	Case	Location
Pos. Moment	870 ft-lbs	29.1%	100%	2	02-08-00
Neg. Moment	-1,190 ft-lbs	39.8%	100%	1	06-00-00
End Shear	818 lbs	16.9%	100%	2	00-10-12
Cont. Shear	818 lbs	26.8%	100%	1	06-09-00
Total Load Defl.	L/999 (0.026")	n/a	n/a	2	02-11-04
Live Load Defl.	L/999 (0.024")	n/a	n/a	5	02-11-04
Total Neg. Defl.	L/999 (-0.008")	n/a	n/a	2	08-01-05
Max Defl.	0.026"	n/a	n/a	2	02-11-04
Span / Depth	9.6	n/a	n/a	0	00-00-00

Disclosure

Completeness and accuracy of input must be verified by anyone who would rely on output as evidence of suitability for particular application. Output here based on building code accepted design properties and analysis methods. Installation of Boise Cascade engineered wood products must be in accordance with current installation guide and applicable building codes. To obtain Installation Guide or ask questions, please call (800)232-0788 before installation.

Bearing Supports

	Dim. (L x W)	Value	% Allow Support	% Allow Member	Material
B0 Post	3-1/2" x 3-1/2"	771 lbs	n/a	10.1%	Unspecified
B1 Post	3-1/2" x 3-1/2"	2,062 lbs	n/a	26.9%	Unspecified
B2 Post	3-1/2" x 3-1/2"	771 lbs	n/a	10.1%	Unspecified

Notes

Design meets Code minimum (L/240) Total load deflection criteria.

Design meets Code minimum (L/360) Live load deflection criteria.

Design meets arbitrary (1") Maximum Total load deflection criteria.

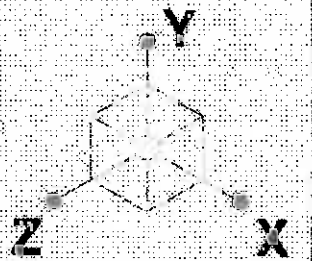
Calculations assume member is fully braced.

BC CALC® analysis is based on IBC 2009.

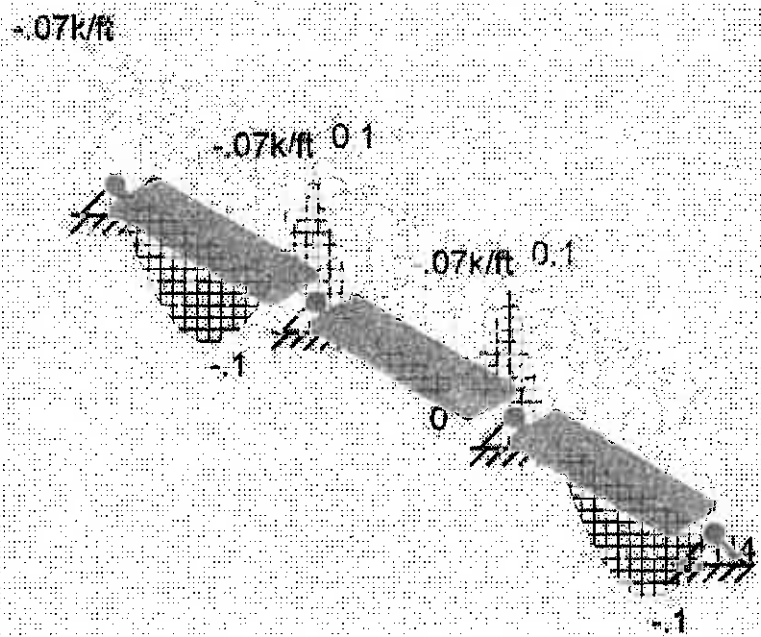
Design based on Dry Service Condition.

The analysis of solid sawn wood members is in accordance with the NDS and is limited to the output shown above. All other support and design for these products, including but not limited to notching, connections, installation, and engineer/architect certification is the responsibility of the project's design professional of record.

BC CALC®, BC FRAMER®, AJS™, ALLJOIST®, BC RIM BOARD™, BCIO®, BOISE GLULAM™, SIMPLE FRAMING SYSTEM®, VERSA-LAM®, VERSA-RIM PLUS®, VERSA-RIM®, VERSA-STRAND®, VERSA-STUD® are trademarks of Boise Cascade Wood Products L.L.C.



FLORIDA DECK



Loads: BLC 1, d+I
 Results for LC 1, d+I
 Member Bending Moments (k-ft)
 Z-moment Reaction Units are k and k-ft



Company :
Designer :
Job Number :
Model Name :

Apr 16, 2018
7:13 PM
Checked By: _____

Joint Coordinates and Temperatures

	Label	X (ft)	Y (ft)	Temp (F)
1	N1	0	0	0
2	N2	4	0	0
3	N3	8	0	0
4	N4	12	0	0

Member Section Forces

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
1	1	M1	1	0	112	0
2			2	0	042	-077
3			3	0	-028	-084
4			4	0	-098	-021
5			5	0	-168	112
6	1	M2	1	0	14	112
7			2	0	07	007
8			3	0	0	-028
9			4	0	-07	007
10			5	0	-14	112
11	1	M3	1	0	168	112
12			2	0	098	-021
13			3	0	028	-084
14			4	0	-042	-077
15			5	0	-112	0

Member Section Stresses

	LC	Member Label	Sec	Axial[ksi]	Shear[ksi]	Top Bending[ksi]	Bot Bending[ksi]
1	1	M1	1	0	01	0	0
2			2	0	004	219	-219
3			3	0	-002	239	-239
4			4	0	-009	06	-06
5			5	0	-015	-318	318
6	1	M2	1	0	012	-318	318
7			2	0	006	-02	02
8			3	0	0	08	-08
9			4	0	-006	02	02
10			5	0	-012	-318	318
11	1	M3	1	0	015	-318	318
12			2	0	009	06	-06
13			3	0	002	239	-239
14			4	0	-004	219	-219
15			5	0	-01	0	0

Member Section Deflections

	LC	Member Label	Sec	x [in]	y [in]	(n) Ly Ratio
1	1	M1	1	0	0	NC
2			2	0	-033	1460.722
3			3	0	-041	1158.678
4			4	0	-023	2059.556
5			5	0	0	NC
6	1	M2	1	0	0	NC
7			2	0	0	NC
8			3	0	-003	NC



Company
Designer
Job Number
Model Name

Apr 16, 2018
7:13 PM
Checked By: _____

Member Section Deflections (Continued)

	LC	Member Label	Sec	x [in]	y [in]	(n) I/y Ratio
9			4	0	0	NC
10			5	0	0	NC
11	1	M3	1	0	0	NC
12			2	0	-023	2059.556
13			3	0	-041	1158.678
14			4	0	-033	1460.722
15			5	0	0	NC



Company
Designer:
Job Number
Model Name

Apr. 16, 2016
7:18 PM
Checked By: _____

Joint Coordinates and Temperatures

Label	X [m]	Y [m]	Temp [F]
N1	0	0	0
N2	5	0	0
N3	12	0	0
N4	16	0	0

Member Section Forces

LC	Member Label	Sec	Axial [k]	Shear [k]	Moment [ft]
1	M1	1	0	168	0
2		2	0	0	-173
3		3	0	-0.2	-189
4		4	0	-147	-047
5		5	0	-252	252
6	M2	1	0	21	252
7		2	0	105	016
8		3	0	0	0.16
9		4	0	-105	252
10		5	0	-21	252
11	M3	1	0	252	-047
12		2	0	147	-189
13		3	0	042	-173
14		4	0	-063	0
15		5	0	-168	0

Member Section Stresses

LC	Member Label	Sec	Axial [ksi]	Shear [ksi]	Top Bending [ksi]	Bot Bending [ksi]
1	M1	1	0	0.015	0	0
2		2	0	0.006	493	-493
3		3	0	-0.004	538	-538
4		4	0	-0.013	134	-134
5		5	0	-0.022	717	717
6	M2	1	0	0.019	-717	717
7		2	0	0.009	-045	045
8		3	0	0	179	-179
9		4	0	-0.009	-045	045
10		5	0	-0.019	-717	717
11	M3	1	0	0.022	-717	717
12		2	0	0.013	134	-134
13		3	0	0.024	538	-538
14		4	0	-0.006	493	-493
15		5	0	-0.015	0	0

Member Section Deflections

LC	Member Label	Sec	X [in]	Y [in]	(n) L/R Ratio
1	M1	1	0	0	NC
2		2	0	-166	432.859
3		3	0	-21	343.365
4		4	0	-118	610.384
5		5	0	0	NC
6	M2	1	0	0	NC
7		2	0	0.003	NC
8		3	0	-0.016	4450.103



Company
Designer
Job Number
Model Name

Apr 16, 2018
7:19 PM
Checked By

Member Section Deflections (Continued)

	LC	Member Label	Sec	x [in]	y [in]	(n) L/y Ratio
9			4	0	003	NC
10			5	0	0	NC
11	1	M3	1	0	0	NC
12			2	0	118	610.384
13			3	0	21	343.365
14			4	0	166	432.859
15			5	0	0	NC

Creative Design & Engineering
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Waldport, OR 97394
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541-272-2908 cell

April 25, 2018

To: Heather Hoen – Facilities Manager, Yachats Common, Yachats, OR

Ref: Inspection Report, lower level - Building 501, Yachats, OR

On April 20, 2018, Creative Design & Engineering (CDE) made an inspection of the lower level of the 501 Building on Highway 101 in Yachats. As part of that inspection, the layout of the attic space was also reviewed for structural integrity. The attic summary will be contained in a separate report.

Prior to my inspection, Heather and her staff had removed most of the existing carpeting and linoleum covering the floor, and had cut a 2 foot square out of the existing concrete slab on grade. The purpose of removing floor covering and saw cutting was to allow observation of cracking in the existing concrete slab on grade, and to determine slab thickness, presence of any reinforcing in the slab and subgrade soil type and relative soil compaction under the slab.

The existing slab is 3 1/4" to 4" thick, placed over sand material which appeared to be loosely compacted. The quality of the concrete edges looked like a reasonable concrete mix. No way to tell the original water content of the mix. No reinforcing bars were found in the cutout and it's presumed that no reinforcing exists in the slab.

The attached drawing shows the crack pattern found in the existing slab. Crack widths vary from less than 1/8" to over 1", and occur in a random pattern as shown. An attempt to place some type of latex grout in the joints was observed in several places.

It appears that the existing slab was placed over loosely compacted sand, with no reinforcing bars in the slab and no evidence of control joints placed at time of installation. Also, no vapor barrier below the slab was found.

Summary and Recommendations

- In general, concrete will tend to shrink during the drying process. This shrinkage occurs naturally and crack control is commonly achieved by use of saw cut or formed control joint in the top of the slab, placed 15' to 25' oc. This slab had no control joints, so it looks like the normal shrinkage made its own control joints, occurring in a random pattern. Also, cracking could have occurred in areas of poor compaction or in areas of voids under the slab. My observation of the outside stem walls indicated that they appear in good shape, with few cracks. I believe that soil settlement played less of a role than shrinkage.

Recommendations:

- Use an angle grinder with abrasive blade to follow along the crack, going down a depth of 1/4 to 1/2" below the surface. Vacuum all the concrete dust and chips up.

Creative Design & Engineering

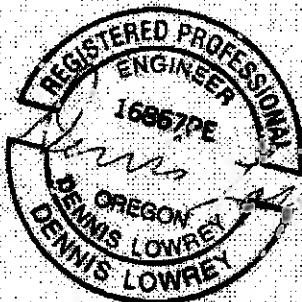
1417 Fincrest Way
Waldport, OR 97394
541-563-8515 office
541-272-2908 cell

- Remove all the old caulking in the joints completely. Fill the cracks about $\frac{1}{4}$ " depth with flexible epoxy grout specifically designed for this purpose. (Simpson Strong Tie CPFH09 crack pac FLEX-H2O Polyurethane Crack Sealer or equal) and trowel the epoxy flat across the crack.
- I don't see any reason to have to saw cut and remove any of the existing slab. There isn't much we can do at this point to add a vapor barrier under the slab, short of removing the entire floor. That's a major project, and I don't believe it is necessary. We're more concerned with structural integrity of the slab to carry proposed office or library book loads.
- Compact the soil in the cutout hole with a hand tamper and fill the hole with new concrete. I recommend using concrete with a 28 day ultimate compressive strength of 3000 psi. I don't see any reason to add any reinforcing in the cutout area before pouring.
- I believe that the 4" slab has more than enough capacity to accommodate office or library loads, and can be used for those purposes. The slab is not going anywhere.

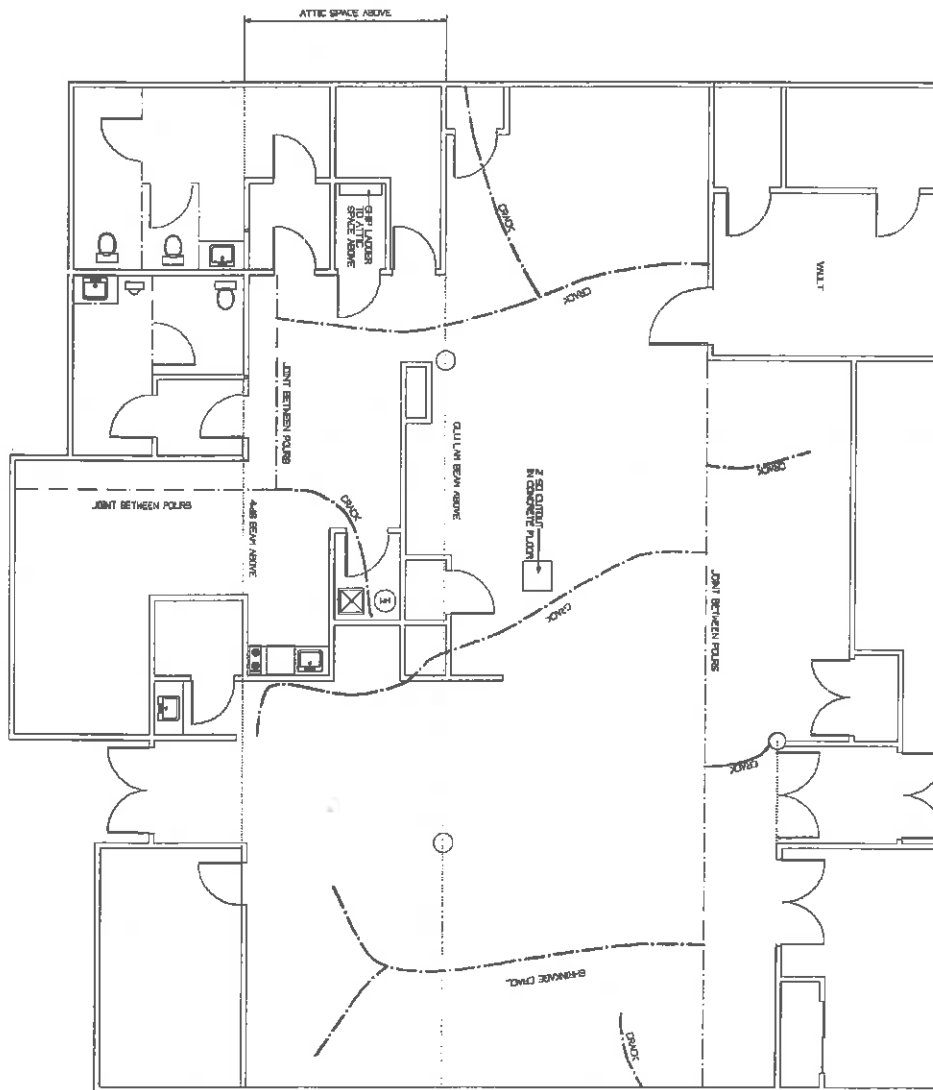
Regards, please call with any questions.

Dennis Lowrey

OR PE 16867



FLOOR PLAN - LOWER LEVEL
EXISTING CONDITIONS



DATE: 05-08
SCALE: 1/8" = 1'-0"
DRAWN BY: JPL
SHEET: S-1
OF: 1

YACHTS COMMONS, YACHTS, OR
501 BUILDING, YACHTS, OR
LOWER LEVEL FLOOR PLAN

PHONE / FAX
541-868-6665

CREATIVE DESIGN & ENGINEERING
1417 FIRCREST WAY
WALDPART, OREGON 97394

REVISIONS BY:

Creative Design & Engineering
1417 Fircrest Way
Waldport, OR 97394
541-563-8515 office
541-272-2908 cell

April 27, 2018

To: Heather Hoen – Facilities Manager, Yachats Common, Yachats, OR

Ref: Inspection Report, upper level attic space - Building 501, Yachats, OR

On April 20, 2018, Creative Design & Engineering (CDE) made an inspection of the upper level attic space at the 501 building for the purpose of determining attic floor joist size and layout, supporting beam configurations and joint connections. The purpose was to determine the structural integrity of the floor system to support book stacking in the attic space. I understand that the desire is to stack books floor to ceiling across the space as a storage method.

The Oregon Structural Specialty Code (ORSC) latest edition, table 1607.1 requires a live load for Library book stacking to be 150 psf. We need to check the floor system to support that load in order to meet code requirements.

The attic space is accessed by way of a ship ladder leading up to the attic floor level. The floor is supported by 2x10 floor joists spanning 13'-10" between beams. Joists are hangered into these beams.

Beams are 4x10 at line 1 (see attached drawing), spanning between tube steel posts at intervals of 10' to 15'. I was able to locate 2 of these supports at the end closest to the stair access. Spans at intermediate areas are not known, but likely to fall into spaces in the walls below.

Beams at line 2 span between outside walls and interior support column, ranging from 20' to 34'. Beam size was difficult to determine, since the bottom of the beam is not accessible. From the layout, I was able to sight down a joint and determine that the bottom of beam is below the bottom of floor joist. I am assuming it's a 5 1/8" x 24" glu-lam beam, but cannot verify the actual depth. Section A on the drawing shows the assumed floor layout structure.

Both these beam lines provide support for the roof structure as well as support for the attic floor.

Analysis and Recommendations:

- Calculations started at the floor joist system. The existing 2x10's at 12" oc are not capable of supporting the required 150 psf live load. The joists are overstressed in bending and exceed live load deflection limits by wide margins.
- Calculations stopped at this point. No further calculations were done to verify capacities of beams on lines 1 or 2. Also note that these beams also are carrying a portion of the roof structure as well as the attic floor loads.

Recommendations:

- The existing attic floor system is not capable of carrying loads from a heavy book stacking operation, and this space should not be used for that purpose.

Creative Design & Engineering

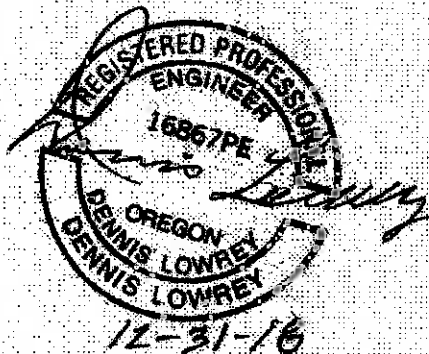
1417 Fircrest Way
Waldport, OR 97394
541-563-8515 office
541-272-2908 cell

- Even using the space for a load less than the code requirement is a risk. How to monitor how many books can be stacked, at what intervals and what actual loads are is impossible to determine. The more immediate risk is the loading on the supporting beams and roof structure.
- In a separate report, CDE determined that with repairs to the existing concrete slab at the lower level, that slab is more than capable of supporting a 150 psf live load. The best course of action may be to use a portion of the lower area as book storage.

Please call with any questions

Dennis Lowrey

ORPE 16867



4 REHAB 501 BLDG
 ATTN SPACE
 PROPOSED NEW DOOR STAIRCASE
 101

1-0 LINDS
 1-1 ROOF DL 10 PSF
 LL 20 PSF
 1-2 ATTIC FLOOR DL 10 PSF
 BACK STAIRCASE LL
 PER ASSC TRIBLE 1400.1
 DIM 19 LUMINARY STAIR
 ROOF LL = 150 PSF

2-0 CHECK ATTIC FLOOR DET
 PL 10
 IL 150
 SPAN 13-10

PER BCI CODE EXHIBIT
 IS OVERSTRENGTHED IN BENDING
 BY 20% & EXCEEDS LL DEF
 LIMITS BY 214%.

→ CANT TOP PER 1313 ONE WAY
 SUSTAINABLE TO SUPPORT
 LUMINARY BACK STAIRCASE LINDS



Single 2 x 10 DFL #2

Joist/J01

BC CALC® Design Report

Dry | 1 span | No cantilevers | 0/12 slope
12 GCS | Non-Repetitive | Glued & nailed construction

April 26, 2018 21:38:43

Build 5536

Job Name:

Address:

City, State, Zip:

Customer:

Code reports: WCLIB/WPA

File Name: BC CALC Project

Description: Designs/J01

Specifier:

Designer:

Company:

Misc:

CALC®

VAL-HAYS 501
ATTN: FLP J01

P11

B0

13-10-00

B1

Total Horizontal Product Length = 13-10-00

Reaction Summary (Down / Uplift) (lbs)

Bearing	Live	Dead	Snow	Wind	Roof Live
B0	1,037 / 0	69 / 0			
B1	1,037 / 0	69 / 0			

Load Summary

Tag	Description	Load Type	Ref.	Start	End	100%	90%	115%	160%	125%	OCS
1	Standard Load	Unf. Area (lb/ft²)	L	00-00-00	13-10-00	150	10				12

Controls Summary

	Value	% Allowable	Duration	Case	Location
End Shear	957 lbs	57.5%	100%	1	00-11-04
Total Load Defl.	1.22" (0.784")	100%	n/a	1	00-11-04
Live Load Defl.	0.784"	78.4%	n/a	1	06-11-00
Max Defl.	13' 6"	81.5%	n/a	0	00-00-00
Vibration	17.7	n/a	n/a	0	00-00-00

Disclosure

Completeness and accuracy of input must be verified by anyone who would rely on output as evidence of suitability for particular application. Output here based on building code-accepted design properties and analysis methods. Installation of Boise Cascade engineered wood products must be in accordance with current installation Guide and applicable building codes. To obtain installation Guide or ask questions, please call (800)232-0788 before installation.

BC CALC®, BC FRAMER®, AJS™, ALLJOIST®, BC RIM BOARD™, BCIO®, BOISE GLULAM™, SIMPLE FRAMING SYSTEM®, VERSA-LAM®, VERSA-RIM PLUS®, VERSA-RIM®, VERSA-STRAND®, VERSA-STUD® are trademarks of Boise Cascade Wood Products L.L.C.

Bearing Supports

	Dim. (L x W)	Value	% Allow Support	% Allow Member	Material
B0 Hanger	2" x 1-1/2"	1,107 lbs	n/a	59%	Hanger
B1 Hanger	2" x 1-1/2"	1,107 lbs	n/a	59%	Hanger

Vibration Summary

Subfloor: 23/32" OSB, Glue + Nail

Strapping: None

Gypsum Ceiling: None

Bracing: None

Cautions

Member has insufficient Pos. Moment resistance to carry loads.

Member is insufficient to carry loads for Code minimum Total load deflection at limit of L/240.

Member is insufficient to carry loads for Code minimum Live load deflection at limit of L/360.

Notes

Design meets arbitrary (1") Maximum Total load deflection criteria.

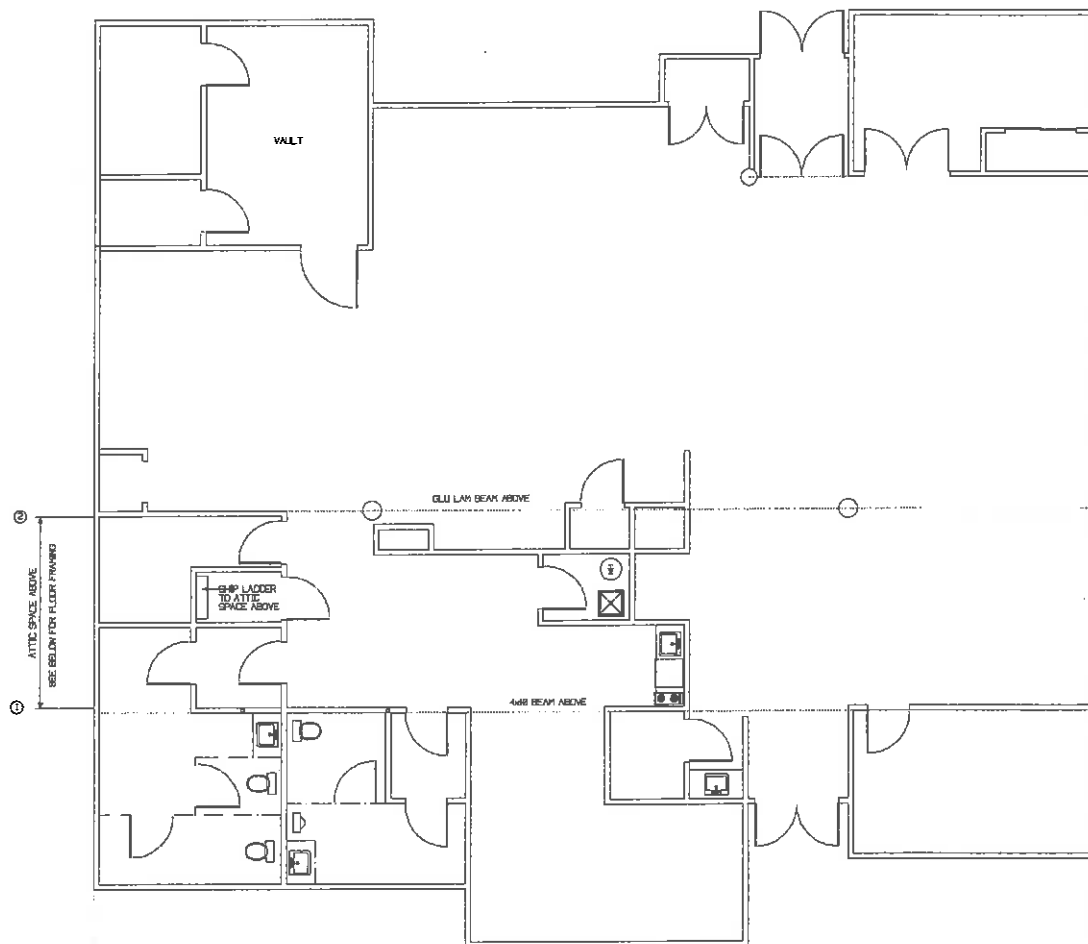
Calculations assume member is fully braced.

BC CALC® analysis is based on IBC 2009.

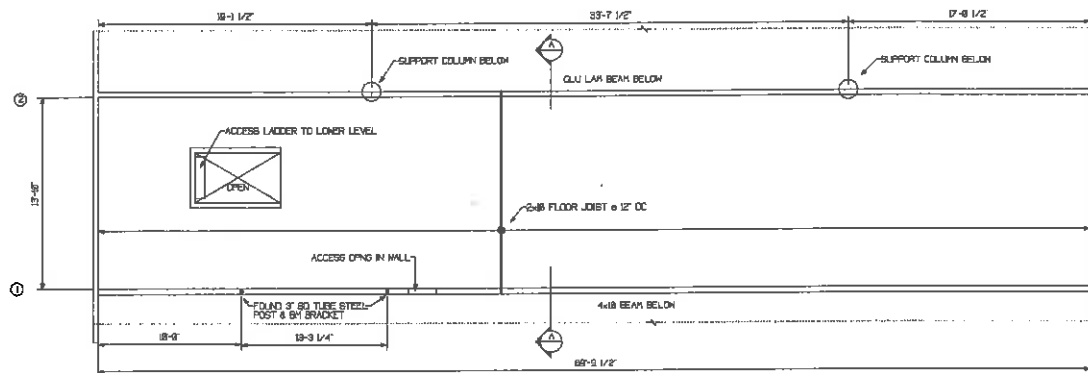
Composite EI value based on 23/32" thick OSB sheathing glued and nailed to member.

Design based on Dry Service Condition.

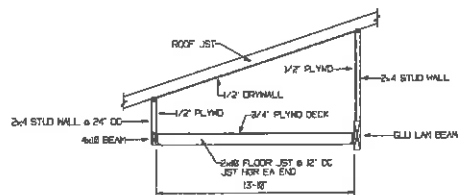
The analysis of solid sawn wood members is in accordance with the NDS and is limited to the output shown above. All other support and design for these products, including but not limited to notching, connections, installation, and engineer/architect certification is the responsibility of the project's design professional of record.



FLOOR PLAN - LOWER LEVEL



ATTIC SPACE UPPER LEVEL FLOOR FRAMING PLAN



SECTION A-A



SHEET S-2 OF SHEETS	YACHTS COMMONS, YACHTS, OR 501 BUILDING, YACHTS, OR ATTIC SPACE FLOOR FRAMING PLAN	CREATIVE DESIGN & ENGINEERING 1417 FIRCREST WAY WALDPOR, OREGON 97394	REVISIONS BY:
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City Council Action Item Cover Sheet

DATE: May 9, 2018

Agenda Item:

Discussion - Affordable Housing

Question Before Council:

Discussion

Person/Group Initiating Request:

Council

Item Summary/Background:

Counselor Glenn will provide an update on affordable housing initiatives

Memorandum

To: Attendees of Housing Meeting of Lincoln County Local Governments
From: Derrick I. Tokos, AICP, Community Development Director 
Date: April 12, 2018
Re: Affordable Housing Initiatives and Housing Construction in Newport

Our City Manager, Spencer Nebel, asked that I put together a brief summary of the affordable housing initiatives the City of Newport is engaged in, or has recently adopted. The work we have undertaken responds to the goals, policies, and implementation measures identified in the City of Newport Housing Needs and Buildable Lands Inventory (2014), which is a component of the City Comprehensive Plan. I have also included a summary of housing construction that is occurring in the community.

Tax Incentives for Affordable Housing: Effective September 6, 2017, two tax incentive programs were adopted. The first is targeted to non-profit corporations engaged in providing low-income housing (i.e. 60% MFI year one, 80% MFI subsequent years). It includes property held for development by such entities for up to three years. The second program provides a property tax exemption on structural improvements for a period of 10-years on new multi-family rental projects that would not otherwise pencil out without the exemption. Developers are required to reserve at least 20% of the units at 80% MFI, and are subject to other standards. In October of 2017, Lincoln County adopted a resolution committing it to participate in the programs, which expanded the potential tax benefits. A few developers have expressed interest in the programs; however, there are no development projects in the pipeline and it will take a few years before we will have a sense of how well the programs are working.

Updated System Development Charge (SDC) Methodology: The City amended its SDC Methodology effective September 6, 2017. The new rules include a per square foot fee for single family detached and attached housing that, coupled with a streamlined capital project list, resulted in significantly lower charges for smaller units. For example, the fee for a new home with 1,250 square feet of living space dropped from \$10,994 to \$5,189. There is one developer in Newport that has a significant amount of SDC credits they obtained as a result of public infrastructure they constructed. The developer has approached the City to see if the SDC Methodology could be changed to allow the credits to be transferred to persons that are planning to construct housing. Under state law, the credits expire in 10 years if not used. City staff is evaluating how this proposal might be accommodated.

Construction Excise Tax for Affordable Housing: The new tax was effective September 6, 2017. Reductions to System Development Charges gave policymakers the room to consider an excise tax without significantly impacting up-front development costs. The tax imposed by the Council is 1% of the permit value of new development, and construction that results in additional square footage being added to a structure. Applies to both commercial and residential projects. Collections will vary based upon construction activity, but should be \$100,000 to \$150,000 a year. This creates a dedicated source of funding for affordable housing. The City is forming a committee to determine how to distribute 50% of the funds that must be used for affordable housing and the 35% that can be used for "other affordable housing programs." The Oregon Housing and Community Services Department has indicated that the 15% cities are required to remit for its down payment assistance program will be dedicated to the communities that collected the funds.

Lincoln Community Land Trust Partnership: Newport, Lincoln City, Lincoln County and the Lincoln Community Land Trust entered into a Memorandum of Understanding to increase the County's inventory of permanently affordable housing. Proud Ground, a larger land trust from the metro area, is the administrative arm of the local land trust. Funds are available locally for down payment assistance grants (3 in Newport, 2 in Lincoln City). Several homebuyer education meetings have been held in Lincoln City and Newport by staff with Proud Ground and Willamette Neighborhood Housing Services. The purpose of these meetings is to help get qualified buyers into the pipeline. It has been a challenge, but there are now households moving through the loan approval process.

Habitat for Humanity Land Donation: The City of Newport entered into a land donation agreement with Habitat for Humanity of Lincoln County for the construction of up to 5 owner-occupied units. It is targeted to qualifying individuals or families making between 40 and 80 percent of MFI. The first project, a duplex, is under construction (east, across the street from City Hall).

SB 1051 Implementation: SB 1051 is a bill passed by the Oregon Legislature in 2017 that includes a number of procedural and substantive land use changes related to affordable housing for both cities and counties. Newport amended its land use regulations to comply with the new law on January 3, 2018. The changes include a streamlined review process for affordable housing projects, a relaxation of rules governing the construction of accessory dwelling units, and provisions that makes residential over retail an outright, as opposed to conditional use, in the City's commercial zones (except for the Nye Beach Design Review District).

Residential Construction Activity: The City of Newport Housing Needs Assessment concluded that 40 new dwelling units are needed each year to meet forecasted demand. Over the last few years, the number of new units built has been well short of that target, with an annual number typically between 20-30 units. However, the pace of construction has picked up with a 28-unit multi-family housing project under construction in South Beach, and a 66-unit multi-family project, 24-unit assisted living development, 9-unit single family residential subdivision, and a 25-unit single family residential subdivision, all in the late phases of permitting. Oregon State University has submitted plans for a 63-unit student housing complex to support the classroom and research improvements they are undertaking at the Hatfield Marine Science Center. City staff has also had conversations with developers interested in pursuing a couple of additional residential subdivisions (totaling 22 lots) and the Lincoln County Housing Authority is pursuing a 10-unit subsidized multi-family housing project. These last few projects are conceptual at this point.

CITY OF YACHATS

CITY COUNCIL WORK SESSION & REGULAR MEETING

April 4, 2018

Draft Minutes

Council President Greg Scott called the April 4, 2018 work session and regular meeting of the City Council to order at 9:30 am in Room 1 of the Yachats Commons. Council members present: Barbara Frye, Jim Tooke, Greg Scott, and Max Glenn. Absent: Mayor Gerald Stanley. Staff present: City Manager Shannon Beaucaire, Water Plant Lead Rick McClung, Water Treatment Plant Lead Dave Buckwald. Audience: 12.

Councilor Glenn summarized the health situation for Mayor Stanley. Mayor Stanley is now home and will be recuperating for the month April. He will have physical therapy, and friends will help care and cook for him. Glenn read his post on the Yachats Village Information Facebook page.

I. Work Session Discussion Topics

A. Participation in Mid-Coast Water Partnership

President Scott announced the Council is being asked to attend this meeting. Manager Beaucaire noted the City could support the partnership by either a financial contribution or help with hosting meetings. These meetings are quarterly, from 4:00–7:00 pm, with food, and with 50-60 attendees. This hosting generally costs \$750. They also have smaller meetings of 10-20 people.

Scott noted this group is important for planning for water resources. Councilors agreed that the City should support the group in some way. Scott suggested hosting one quarterly meeting and one of the smaller meetings.

Councilors discussed which Councilor might work with the partnership on an ongoing basis.

Frye moved to support the Mid-Coast Water Partnership by hosting one quarterly meeting and one small meeting in the next twelve months funded by water funds: Aye – 4; No - 0.

B. Cape Perpetua Request

Paul Engelmeyer indicated he was available to answer questions. Scott stated the request is to continue support for the Cape Perpetua Collaborative Project. Tooke clarified the project was funded by Visitors Amenities Fund this year. Glenn noted Drew Roslund's letter of support and suggested they might increase their funding from \$10,000 to \$15,000. Frye was hesitant to increase the amount. Manager Beaucaire indicated they could leave the number as is and suggested they could let the Budget Committee determine the amount. Glenn asked that the Guiding Principles be acknowledged.

Tooke moved to continue support of the Cape Perpetua Visitors Information Program at an amount to be determined at the Budget Committee meeting: Aye – 4; No - 0.

C. Vacation Rentals

Scott noted the Council heard a report on Vacation Rentals at the March 2018 meeting. Glenn had concerns about the large number of homes not in compliance with the visible sign

1 requirement. Scott suggested Councilors take time to review the document in detail and
2 discuss at the April 11, 2018 meeting.

3 4 **D. Art Grant/501(c)3 Policy**

5 Manager Beaucaire passed out a letter from the City Attorney regarding funding for an Arts
6 Grant Program. Glenn asked if there was a proposal document for this project. Frye indicated
7 this idea is preliminary. Scott suggested the Council authorize a study group consisting of the
8 City Manager and a member from the Friends of the Commons, the Council, and the Finance
9 Committee. Frye indicated she would like to represent the Council on that committee. Glenn
10 liked the idea of working with the Friends of the Commons. Scott would like to see the City
11 Manager chair the meeting. Friends President Rose Valentine asked about including Polly
12 Plumb Productions in the study group. Councilors wanted to keep the group small in the
13 beginning.

14 15 **E. Discussion of updates to Council Rules**

16 Manager Beaucaire stated there is a redline copy of the Council Rules in the meeting packet.
17 She asked if the Council wanted to make additional changes. Frye and Glenn wanted time to
18 study the document. Glenn noted Exhibit A is attached but Exhibit B is not. Councilors agreed
19 they should include an Exhibit B on the Mayor and Council Duties and Goals. Manager
20 Beaucaire will find this information and add it to the document.

21
22 Councilors agreed to readdress this topic at the April 11, 2018 meeting.

23 24 **F. Approve agenda for 3/14/18 City Council meeting at 6:00 pm in Room 1**

25 Scott noted they have added two items on Vacation Rentals and Council Rules updates. Frye
26 wanted to add a discussion of updates with the Library move. Scott asked that information on
27 the RFP for that project be included.

28
29 Councilors consented to the agenda.

30 31 **REGULAR MEETING**

32 **II. Announcement**

33 Glenn announced that the Yachats Lions have been working with the Alumni organization of the
34 University of Oregon. There will be a presentation on April 14, 2018 at the Lions Club on
35 "Where to find fantastic beasts: a whirlwind tour of the ocean floor."

36
37 Frye announced that the bus service from Florence to Yachats is moving forward. Frye noted
38 the task force had not been notified. She reviewed the history of what the task force had
39 accomplished. She hoped they could get the service in place by summer.

40
41 Frye announced Lincoln Community Health Council will be having their retreat on April 10,
42 2018, and they will be addressing the underserved areas in the County.

43
44 Tooke announced YYFAP is having a major funding raising event at the Commons on April 14,
45 2018 from 5:30 to 10:00 pm.

46 47 **A. Housing meeting information**

48 Scott noted Newport has invited the Council to send a representative to their meeting to explore
49 affordable housing. Glenn indicated he would attend.

50 51 **III. Public Comment/Citizens Concerns**

1 Joe Smollen (Waldport), Chair of the Friends of the Port of Alsea, wanted to inform citizens
2 about measure 21-182, a \$2.4 million bond for the Port. The tax will amount to 12-13 cents per
3 \$1,000 of valuation. Smollen reported one in six people in the State benefit from the ports in the
4 State either for employment, cargo, or recreation. Smollen asked for someone to be part an
5 upcoming interview with the Yachats Gazette to represent the opposing side.
6

7 Glenn noted the Yachats River is related to the Port. Tooke noted people use the ports for
8 recreation, such as crabbing. Frye noted Yachats had no money for roads and her family would
9 be paying more for this tax to the Port than she pays for taxes that go to the City.
10

11 **IV. Vote on update to Council Rules – moved to April 11, 2018 meeting**
12

13 **V. Resolution to appoint a Budget Officer for FY19 – pulled from agenda**
14

15 **VI. Resolution 2018-04-11 Condemning Offshore Drilling**

16 Manager Beaucaire read into the record Resolution 2018-04-11: A Resolution to Express the
17 City of Yachats' Opposition to Offshore Oil, Gas Drilling and Exploration Activities, Including
18 Seismic Air Gun Blasting. Frye clarified that the resolution was drafted by View the Future.
19

20 Glenn moved to adopt Resolution 2018-04-11 Condemning Off-Shore Drilling: begin discussion
21

22 Tooke and Frye were supportive of the concept. Scott added that whale activity was important
23 to the citizens and to tourism.
24

25 Call for vote: Aye – 4; No - 0.
26

27 President Scott continued the meeting at 10:27 am and moved into Executive Session.
28
29 .
30
31
32

33 _____
34 GREG SCOTT, Council President

35 ATTEST:
36
37
38

39 _____
40 Shannon Beaucaire, City Manager

Date

CITY OF YACHATS
CITY COUNCIL MEETING
April 11, 2018

Draft Minutes

Council Preside Greg Scott called the April 11, 2018 meeting of the City Council to order at 6:00 pm in Room 1 of the Yachats Commons. Council members present: Barbara Frye, Jim Tooke, Greg Scott, and Max Glenn. Absent: Mayor Gerald Stanley. Staff present: City Manager Shannon Beaucaire. Audience: 35.

I. Announcements, Correspondence, Proclamations, and Public Comment

A. Alcohol Awareness Month

President Scott recalled his experiences with alcoholism in families and read the proclamation into the record. Andrea Summerlin, Substance Abuse Counselor for Angell Job Corps, thanked the Council for the proclamation, introduced the eight students in the room, and noted Jobs Corps has an alcohol and drug-free program and campus.

The Council moved to join the National Council on Alcoholism and Drug Dependence in proclaiming April 2018 as Alcohol Awareness Month in Yachats: Aye - 4; No - 0.

B. Correspondence on Geocaching

Scott thanked Bob and Karen Bennett for their work on the Geocaching Tour in Yachats.

C. Public Comment

Doug O'Connor (490 Lemwick Lane) was not satisfied with the City's response to his concern over a hedge to the west of his house. O'Connor asked that the City review its policy to allow eight foot fences. He asked the Council to review view protection in the code.

Russ Baldwin (Lincoln City), candidate for Circuit Court Judge in Newport (position 3), announced he is running on a platform of making civil court hearings more timely, making explanations of rulings clearer, and having the ability to fulfill a full six-year term.

II. Minutes

A. March 7, 2018 Work Session and Regular Meeting

Page 6, Lines 6-7: remove sentence beginning, "Councilors indicated numbers..."

Page 5, Line 46: replace "might" to "need" in the sentence, "Mayor Stanley noted they might need to rescind one of the conflicting votes."

Page 6, Line 9: Change "Frye was concerned about the status of the RFP" to "Frye was concerned about what impact this would have on the RFP"

Page 6, Line 15: - have recorder recheck the sentence, "Mayor Stanley stated she should provide information about whether there are spaces in the Commons building that cannot be used." Frye indicated she had listened to the recording and heard Mayor Stanley state the opposite of this statement.

Motion to approve postponed until clarification obtained.

B. March 14, 2018 Meeting

Tooke moved to accept the March 14, 2018 minutes: Aye – 4; No – 0.

IV. Reports

A. Council Reports

Councilor Glenn reported the Community Relations Council at Job Corps met, and he is pleased with the progress of Jobs Corps and the plans they have. He and Planner Larry Lewis will be attending a work session in Newport on March 8, 2018 on housing in Lincoln County.

Frye reported there was an announcement in the paper about the bus service from Florence to Yachats, but the work group she worked on had not been told about the plans.

Councilor Tooke attended the MidCoast Water Planning Partnership. He also attended the Water District meeting in Seal Rock where the Oregon Kitchen Table group discussed how to do community outreach.

Scott reported he had incorporated feedback from the public on the document library. The coder is working on a document library landing page, which will give users one-click access to documents and meeting packets. He hopes to have it live by the next Council meeting.

B. City Manager Report

1. South Tank Project Update: Manager Beaucaire read a summary provided by Clackamas Construction regarding the delay in getting a tank installation crew. She highlighted the contractor will be working six to seven day weeks in order to complete the tank in 2½ to 3 weeks. She reported the ODOT permit for the water line crossing Highway 101 has been obtained. The water line installation along Crestview has begun, Rick McClung will be handling most of the inspections with Civil West inspecting weekly, and the City is waiting on bid for the sewer line work. Manager Beaucaire added there was a change in the project manager at Clackamas.

Frye asked if the delay would have a financial impact on the City. Manager Beaucaire noted there have been changes from the original bid, and the City is exploring its financing options with components such as the IFA loan. She is pushing for weekly reports. She noted contractor indicated they could work to extend loan date, but Manager Beaucaire indicated it was more important to complete the project on time.

2. Ocean View Drive: Manager Beaucaire reported the County wants to transfer the road by July 1, 2018. She and Planner Lewis met with the impacted homeowners, and she will be working with the City Attorney on drafting language to protect the property owners land.

Manager Beaucaire noted the Public Works and Streets Commission has begun discussion on traffic flow along Ocean View. The Commission is having special public meeting on May 6, 2018 to solicit feedback on several options. The Commission plans to develop a proposal at their May meeting for the Council to review.

Representatives from the County and City will walk the road to identify what work needs to be addressed before the transfer.

3. Commissions: The Planning Commission is continuing work on the sign ordinance. Manager Beaucaire has asked the City Attorney to indicate how best to handle minor changes to code such as updating City Recorder to City Manager. Public Works and Streets will host clean sweep on June 15-17, 2018. The Emergency Preparedness Committee is working to update the Emergency Operations Plan. Parks and Commons is proceeding with the south sign installation. The Friends of the Commons, Polly Plumb Productions, and One of Us are

1 partnering to get led lighting for the stage. Manager Beaucaire added that the men's bathroom
2 urinals have been installed, and the Little Log Church Board is grateful for the Commission's
3 help on addressing repairs. The Library Commission is working to clarify lines of communication
4 with various entities. Manager Beaucaire has been working with the City Attorney on the RFP.

5
6 4. Commons: Manager Beaucaire reported:

7 - The fire alarms are operational.

8 - The Facilities Manager is having to tape down some planks on the floor in multipurpose room
9 as edges are rising and causing tripping hazards. She noted the flooring was a collaboration
10 between the Friends and the City.

11 - The structural engineer has reported the current floor joists in the basement are not sufficient
12 to support the load of City Hall. He has recommended installing a new beam with nine support
13 posts.

14 - Work on the Picnic Shelter doors has begun. There has been graffiti and damage to picnic
15 tables and shelter. The Sheriff has been called multiple times to address persons drinking or
16 being unruly in the shelter. The Sheriff is willing to work on his reports at City Hall in order to
17 provide a "presence" in the area.

18 - The structural engineer has requested that all flooring in the 501 Building be removed so that
19 all cracks can be assessed. His initial analysis of attic is that it is not suitable for book storage.

20 - The structural engineer will assess the squeaky floors in the current Library.

21 - Her original goal was to use a single design-build firm in the RFP for the Library Move. The
22 Attorney indicated Oregon procurement law does not allow for use of design-build firms. He
23 suggested an engineer might be able to do the design part, but she is concerned about having
24 engineers do Library design.

25
26 Frye asked about the occupancy restrictions in the basement. Facilities Manager Hoen
27 reported there will be a 62-foot beam supported by 9 vertical posts, leaving just over six feet of
28 height clearance. Manager Beaucaire noted they do not yet know installation costs.

29
30 **C. Visitors Center Report – no comments**

31
32 **V. Business**

33 **A. Evans/Betz Project Update**

34 Joanne Kittel (View the Future, 1356 101 S) reported with the help of Trust for Public Lands
35 (TPL), View the Future applied for grant funding from OWEB. OWEB declined their request.
36 She noted the process was well done and was a long-shot from the outset. OWEB did state the
37 community support for the project was impressive. TPL decided to withdraw the other grants, in
38 part because appraisal was not completed. Kittel indicated the Geotech feedback was much
39 different than what was in the original appraisal, and the appraiser subsequently quit. Kittel
40 stressed View the Future has not given up, and TPL will find another appraiser and reconsider
41 the options. Tooke clarified that they will likely be taking action next in 2019.

42
43 **B. Library Move Update**

44 Library Commission Chair Marv Wigle (289 W 2nd St) noted much is still up in the air about the
45 condition of the 501 Building. They met with a local architect and builder this morning to
46 estimate preliminary costs for use in preparing grant applications. The Friends of the Library are
47 continuing efforts to raise funds and are approaching \$120,000, which includes \$75,000 from
48 the Hall Bequest.

49
50 **C. Vacation Rentals/Code Enforcement Introductions**

1 Scott noted his summary of items recommended from the vacation rental report. Glenn was in
2 agreement with the items but wanted more time to think about setting up another study group.
3 Glenn was concerned that the house number, manager number, and visible trash issues were
4 so prevalent. Scott suggested that the new Code Enforcement Officer could make
5 recommendations.
6

7 Julie Rosenfeld summarized she has been reviewing the previous Davies' report and the City
8 Code. She was surprised there was so much non-compliance. Rosenfeld indicated her was a
9 building inspector and has done plumbing. Manager Beaucaire added that she was highly
10 impressed with Rosenfeld's communication skills. Manager Beaucaire has asked Rosenfeld to
11 look at how to do some educational outreach to vacation rentals as summer season arises.
12 Rosenfeld was planning to meeting with the vacation rental management companies. She
13 indicated she has been contacting those with pending complaints to tell them that she is here
14 and starting to work their issues. Currently she is working Wednesday, Thursday, and Friday
15 afternoons.
16

17 Scott noted some items on his summary page are beyond the purview of the Code Enforcer,
18 and he did not believe a study group was warranted. Scott asked Councilors to address the
19 recommendations before them. Councilors discussed the question of whether the City could
20 ensure health and welfare and the interpretation of health and welfare. Councilors agreed they
21 should keep the statement about not adversely affecting neighborhoods. Tooke noted the
22 statement indicated the inspection is for ensuring health and welfare of the occupants, and
23 Rosenfeld concurred.
24

25 Regarding the visibility of house numbers, Scott noted the requirement is in the code and the
26 matter is about enforcement. Tooke agreed the contact person number should be readable
27 from the street as there is a house near him where one must go down a breezeway to the front
28 door to identify the manager. Rosenfeld asked if information needed to be visible or legible from
29 the street. Scott believed licenses were posted inside the building.
30

31 Lauritzen summarized their goal in researching the vacation rentals was to fix the complaint
32 process. Lauritzen asserted all of the data in the City's system was corrupted. He argued the
33 current method of ensuring compliance uses these data tools, and since these tools are broken,
34 the complaint process is broken. Lauritzen believed they could streamline the process with the
35 use of smart devices and emails. Lauritzen suggested the process start by sending an email to
36 the Code Enforcer and property managers, which could then be used as a tracking tool and
37 eliminate the need for the paper documentation processes. Scott agreed with Lauritzen except
38 about the data on a license count. Scott and Lauritzen disagreed about what the database
39 indicates to be the number of rentals.
40

41 Scott recommended they give the Code Enforcement Offer time to get up to speed and have
42 her report back to Council when she has recommendations. Glenn asked about submitting
43 complaints directly to the Code Enforcement Officer. Scott noted that would require a code
44 change.
45

46 An audience member asked that Rosenfeld's phone number and hours be posted somewhere.
47 Leslie Vaaler suggested that if they City was claiming something, they should be able to meet
48 that claim.
49

50 **D. Council Rules Update**

51 Frye was pleased with the work done by Manager Beaucaire on the proposed revisions.

1
2 3.7.2 Absentee Voting: Frye clarified that “present” could include present on the phone.
3 Councilors discussed teleconferencing and videoconferencing. Manager Beaucaire indicated
4 she would talk to her other colleagues to see how they handled remote participation.
5

6 4.2 Deadline: Frye saw the deadline to be a goal rather an absolute deadline. Scott believed
7 this regulation was intended for people not on the Council wanting to get items on the agenda.
8

9 3.1.6 Citizen Question or Discussion: Tooke noted the last sentence was worded awkwardly.
10 Correction: After a motion has been made, no citizen shall address the Council without first
11 securing permission from ~~the majority of the~~ three of the Councilors who say they can speak.”
12 .

13 3.4 Order of Business: Public Comment is changed to Citizens Concerns
14

15 3.7.1 Reconsideration of Actions Taken: “...an action at the same or the next following regular
16 meeting” is awkward.
17

18 5.3 Submittal to Council: “City Manager submit” should read, “City Manager shall submit”
19

20 5.6 Public Access and Copies: “Citizens may use their own tapes and Administrators to make
21 copies...” is awkward. Remove “and Administrators” and update “tapes”
22

23 Exhibit B: Glenn noted the extensive duties of the City Manager.
24

25 Exhibit B, Preamble: change “Administrator” to “Manager.”
26

27 Page 23, Item 10: Tooke noted that the City Clerk III is indicated as someone who can sign
28 checks. Councilors discussed whether the City Clerk III should sign checks and suggested
29 removing that person. Lauritzen noted this person was included for a reason, and Scott
30 suggested not removing the person at this time.
31

32 Page 24, Item 12: “one year before takes office” should read “one year before taking office”
33

34 Page 24, Council Item 10: Awkward wording. Council agreed to remove this item.
35

36 Manager Beaucaire asked what she should do about allowing for the City Clerk III to sign
37 checks. Scott suggested they hold this decision until they get further clarification. Lauritzen did
38 not think this meeting was the appropriate forum to state the reason why this position was in
39 there. Councilors agreed to readdress this one item the May Council meeting.
40

41 **VI. Other Business**

42 **A. From Mayor** - none
43

44 **B. From Council** - none
45

46 **C. From Staff** - none
47

48 Scott adjourned the meeting at 7:45 pm.
49
50
51

1
2 _____
3 GREG SCOTT, City Council President

4 ATTEST:

5
6
7
8 _____
9 Shannon Beaucaire, City Manager

Date

DRAFT

City Council Action Item Cover Sheet

DATE: May 9, 2018

Agenda Item:

Proclamation: Older Americans Month 2018

Proclamation: Emergency Medical Services Week

Proclamation: Mental Health Month

Question Before Council:

Is the Council in support of adopting the proclamations

Person/Group Initiating Request:

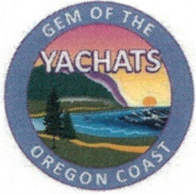
Max Glenn- Older Americans Month 2018

Monica Valencia @ Pacific West Ambulance -Emergency Medical Services Week

Gerald Stanley - Mental Health Month

Item Summary/Background:

Proclamations attached



Mental Health Month

To designate May 2018, as Mental Health Month

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions; and

WHEREAS, there is a strong body of research that supports specific tools that all Americans can use to better handle challenges, and protect their health and well-being; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with early and effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

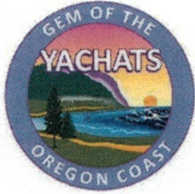
THEREFORE, The City of Yachats do hereby proclaim May 2018 as Mental Health Month in Yachats, Oregon. The City also call upon the citizens, government agencies, public and private institutions, businesses and schools in Oregon to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

By: _____

Gerald Stanley, Mayor

Affirmed:

Shannon Beaucaire, City Manager



Older Americans Month 2018

A PROCLAMATION

Whereas, the City of Yachats includes countless older Americans who enrich and strengthen our community; and

Whereas, the City of Yachats is committed to engaging and supporting older adults, their families, and caregivers; and

Whereas, we acknowledge the importance of taking part in activities that promote physical, mental, and emotional well-being – no matter your age; and

Whereas, the City of Yachats can enrich the lives of individuals of every age by:

- Promoting home- and community-based services that support independent living;
- Involving older adults in community planning, events, and other activities; and
- Providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

Now therefore, the City of Yachats do hereby proclaim May 2018 to be Older Americans Month. We urge every resident to take time during this month to recognize older adults and the people who serve them as vital parts of our community.

Dated this 9th day of May, 2018

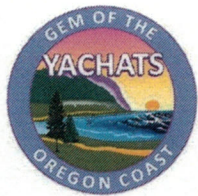
CITY OF YACHATS

By: _____

Gerald Stanley, Mayor

Affirmed:

Shannon Beaucaire, City Manager



Emergency Service Week

A Proclamation

To designate the Week of May 20 - 26, 2018, as Emergency Medical Services Week

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, The City of Yachats in recognition of this event do hereby proclaim the week of May 20-26, 2018, as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, *EMS Strong: Stronger Together*, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

By: _____

Gerald Stanley, Mayor

Affirmed:

Shannon Beaucaire, City Manager

City Council Action Item Cover Sheet

DATE: May 9, 2018

Agenda Item:

Supplemental Budget

Question Before Council:

Resolution to Adopt Supplemental Budget

Person/Group Initiating Request:

Judy Richter, City Clerk at request of Finance Committee

Item Summary/Background:

Resolution: \$650,000 to Hwy 101 Construction Fund

\$7,000 to replace culvert on Hanley Drive

\$20,000 501 Building engineering, repairs

\$30,000 Commons -- Men's restroom, support beam under City Hall, Fire Alarm system

\$100,000 Crestview sewer line installation at same time as storm drain to save costs

Total \$807,000 from Capital Reserves Contingency

CITY OF YACHATS
RESOLUTION NO. 2018-05-12
A RESOLUTION ADOPTING THE SUPPLEMENTAL BUDGET
CHANGES FOR FISCAL YEAR 2017-2018

WHEREAS, a budget is a financial plan containing estimates of revenues for a single financial year; and

WHEREAS, circumstances can make it necessary to make adjustments in the budget from time to time and as recommended by the Finance Committee of the City of Yachats; and

WHEREAS, the notice of the Supplemental Budget was posted and published as is required by Oregon Revised Statute prior to the Public Hearing; and

WHEREAS, the City Council held the Public Hearing on May 9, 2018 to discuss the supplemental budget with interested persons; and

WHEREAS, the City of Yachats completed the construction of the streets and sidewalks for Highway 101. Final construction costs and reimbursement from Oregon Department of Transportation was not known at the time the budget was adopted for the current fiscal year; and

WHEREAS, Repairs and upgrades have become necessary for the Commons building at 441 Highway 101 N that were not known at the time the budget was adopted for the current fiscal year; and

WHEREAS, a culvert replacement has become necessary on Hanley Drive that was not known about at the time the budget was adopted for the current fiscal year; and

WHEREAS, engineering, repairs, and upgrades have become necessary for the 501 Building located at 501 Highway 101 N that were not identified at the time the budget was adopted for the current fiscal year; and

WHEREAS, cost savings will result from adding the sewer line to Crestview Drive at the same time the storm drain is added,

NOW THEREFORE, the City of Yachats resolves the changes to the budget will be adopted, amending the Budget for Fiscal Year 2017-2018 as follows;

	Adopted Budget	Budget Ad- justments	Amended Budget
Fund 200 Highway 101 Construction			
Resources			
ODOT Grant	505,000	(15,000)	490,000
Urban Renewal Contrib	46,000		46,000
Trans from Reserves Contingency		650,000	650,000
total resources	551,000		1,186,000
Requirements			
CCF	(75,000)	(425,000)	(500,000)
Hwy 101 Streets/Sidewalks	476,000	210,000	686,000
total Requirements	551,000	635,000	1,186,000
 Fund 150			
Trans to Hwy 101		650,000	
Fund 150 Commons			
Resources			
Trans from Commons	27,000		27,000
Trans from Contingency		20,000	20,000
Total Resources	27,000		47,000
Requirements			
Capital Outlay Projects		20,000	20,000
Trans to Contingency	27,000		27,000
Total Requirements			47,000
Fund 150 Storm Drains			
Resources			
Trans from Contingency		7,000	7,000
Total Resources			7,000
Requirements			
Capital Outlay, Infrastructure		7,000	7,000
Total Requirements			7,000
Fund 150 - 501 Building			
Resources			
Trans from Contingency		20,000	20,000
Total Resources			20,000
Requirements			
Capital Outlay, Infrastructure		20,000	20,000
Total Requirements			20,000
Fund 150- Sewer			
Resources			
Trans from Contingency		100,000	100,000
Total Resources			100,000
Requirements			
Capital Outlay, Infrastructure		100,000	100,000
Total Requirements			100,000

PASSED AND ADOPTED this 9th day of May, 2018. THIS RESOLUTION IS EFFECTIVE UPON ADOPTION.

Attest:

Gerald Stanley, Mayor

Shannon Beaucaire, City Manager