

City of Yachats  
**FINANCE COMMITTEE**

December 12, 2018

Minutes

Chair Beaucaire called the December 12, 2018 meeting of the Finance Commission to order at 10:00 am in Room 1 of the Yachats Commons. Members present: Shannon Beaucaire, Don Groth, and John Moore. Absent: Glen Aukstikalnis and Jim Tooke. Staff present: Water Treatment Plant Lead Rick McClung and Waste water Treatment Plant Lead Dave Buckwald.

**I. Minutes November 14, 2018**

Moore moved to approve the November 14, 2018 minutes as presented.

**II. Continuing Business**

**A. Minimum reserves and reserves generation**

Beaucaire referred to handouts for Reserve Analysis 2014 and Reserve Analysis 2015. She indicated these spreadsheets indicate what the reserve balances were before the purchase of the 501 Building.

Moore recalled the City borrowed from the water and sewer reserves to pay for the 501 Building. He noted the balance prior to the purchase was \$1.7 million and this year the balance is \$1.6 million. Mayor Stanley recalled \$200,000 came from parking funds and \$140,000 came from debt owed from the bank, totaling \$340,000 of the purchase cost. McClung added some funds were used for the Blackstone project.

Beaucaire reported they receive a grant for \$100,000 to be applied to the E 2<sup>nd</sup> Street CIP and a grant for \$20,000 for the Water Master Plan. She also reported the County has been very generous for what they were willing to cover around the transfer of Ocean View Drive.

McClung stated they should create a CIP for the Ocean View Drive transfer project to cover the engineering, employee hours, and other soft costs.

Moore reported that Parks and Commons reviewed their CIP where they moved most projects back one year to FY19-20 and they deleted \$62,000 of CIPs (\$28,000 YYFAP Courtyard, \$21,000 for fitness trail equipment, \$13,000 for the balance of items not prioritized. He added Parks and Commons reduced the \$60,000 public restroom project to \$45,000 by reducing the stalls from two to one and moved that CIP to FY20-21.

Groth reported Tracy Crews from Emergency Preparedness reported there was possible funding from grants from the State on improving trails that were used as evacuation routes, including the bridge/culvert at Marine Drive and Highway 101,

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2 McClung reported Emergency Preparedness asked if Visitors Amenities Funds could be  
3 used for emergency supplies and trails for evacuations. Beaucaire stipulated the  
4 availability of Visitors Amenities Funds depends on the specifics of the project and  
5 whether those fit the state guidelines.  
6

7 Beaucaire indicated she had forwarded emails with possible granting sources to the  
8 Chairs of Emergency Preparedness. McClung reported he, Bob Bennett, and Larry  
9 Nixon had seen those but the Committee had not discussed them.  
10

11 Mayor Stanley asked if any City group had formally voted on replacing the porta-potties  
12 with stick built restrooms. Moore reported Parks and Commons discussed this topic  
13 over several months and noted trade-offs between aesthetics, maintenance, and  
14 vandalism.  
15

16 Beaucaire reported there was a significant water line break this week and suggested  
17 preserving the current water distribution system was important. She suggested they  
18 review the systems to determine what infrastructure needed maintenance. McClung  
19 acknowledged Public Works faced significant deferred maintenance issues, and he  
20 noted the Public Works and Streets Commission supported Beaucaire's position to  
21 solidify the infrastructure.  
22

23 McClung reported the age of the water pipes in the City ranged from the 1950s to  
24 current, noting E 2<sup>nd</sup> Street and King Street still had asbestos concrete pipe and Horizon  
25 Hill had first generation of pvc pipe. He added that the new Water Master Plan would  
26 identify these issues as matters to address. Moore asked if there was grant funding  
27 available to remedy these issues. McClung asserted they needed to clearly identify  
28 projects before seeking grant money, and the Water Master Plan would be useful in  
29 justifying projects.  
30

31 Moore reported RCAC (Rural Community Assistance Corporation) reported the average  
32 life span of a water main was 35-40 years, and he noted the City had a lot of pipe that  
33 was older than 35 years. McClung asserted that current revenues did not allow time to  
34 go after more grants or to upgrade water systems.  
35

36 McClung was not certain of priorities over the next five years, as he was waiting on the  
37 Master Plan to identify needs. McClung indicated that while there was funding for the W  
38 1<sup>st</sup> Street project, they were holding off the start until they had fully investigated some  
39 potential slide issues on Horizon Hill.  
40

41 Mayor Stanley speculated that residents above Prospect on E 2<sup>nd</sup> Street were thinking  
42 the new grant would cover the water line and paving work in their area. Beaucaire  
43 noted the project was clearly defined to be from the Highway to Prospect at a recent  
44 Council meeting.  
45

1 Buckwald reported they wanted to put the towable spreader on hold until they learn if  
2 they can continue with land application of biosolids. He reported he adjusted the size of  
3 the Pole Barn Building to 34 x40 feet and might go with only two sides. He expected  
4 these changes would bring the project under \$50,000. McClung added that they have  
5 been waiting on a decision from the Library to know what type of Pole Barn they could  
6 erect.

7  
8 Beaucaire reported the Library received drawings on the modified project. She reported  
9 the Library Commission, Friends of the Library, and herself were working on a  
10 presentation to Council on the new building plans and corresponding funding plan.

11  
12 Beaucaire reported she has asked the same architect to create drawings for the 501 for  
13 moving City Hall to that area. She noted the City Hall fund did not have money for  
14 renovating and moving. Moore noted there was extra funding in IT that could be used  
15 for the \$8,000 needed for City Hall plans.

16  
17 Groth summarized they started with \$35,000 in IT for FY18-19 and they have spent  
18 \$18,000 as of October, leaving \$17,000 in the fund. Beaucaire explained what the  
19 estimate of \$8,000 from the architect included.

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21 Moore moved that \$8,000 be moved from IT to City Hall to cover the architect's fee for  
22 revised plans for the 501 Building: Aye – 3; No -0.

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24 **IV. Other Business**

25 **A. From the Committee** - none

26 **B. From the Staff** - none

27 **C. From the Floor** - none

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29 With no further business before the Committee, Beaucaire adjourned meeting at 10:41  
30 am.

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Shannon Beaucaire, Chair

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39 Minutes prepared by H.H. Anderson on January 6, 2019.