



**BUDGET HEARING
YACHATS URBAN RENEWAL AGENCY**

May 21, 2020

Draft Minutes

I. Call to Order

City Manager Shannon Beaucaire called the May 21, 2020 regular meeting of the Yachats Urban Renewal Agency Budget Committee to order at 9:00 am in through the Zoom meeting platform. Members present: W. John Moore, Jim Tooke, Max Glenn, Mary Ellen O'Shaughnessey, Leslie Vaaler, Don Groth, John Purcell, Lance Bloch, Dawn Keller, and Brad Webb. Staff present: City Manager Shannon Beaucaire, Deputy Recorder Kimmie Jackson, Wastewater Plant Lead Dave Buckwald, Water Plant Lead Rick McClung. Audience: 6.

II. Election of Chair

Glenn nominated John Moore to be Chair of the Urban Renewal Agency Board: Aye – 10; No – 0.

III. Approve 2019-2020 Urban Renewal Committee Minutes

Vaaler indicated she had minor corrections she would send to Helen Anderson.

__ moved to approve the May 15, 2019 Urban Renewal Agency Budget Hearing minutes as corrected: Aye – 10; No – 0.

IV. Public Comment - none

V. Budget for Urban Renewal Agency

Purcell wanted to apply \$15,000 the unspent Urban Renewal Agency (URA) money for Public Works to cover the UV doors at the Public Works building. Beaucaire listed the approved projects in the URA plan and was not certain the UV door project fell under one of those plans. She clarified with Dave Buckwald that the UV door project was funded in the City budget.

Bloch noted there was a goal for the URD to address parking but there were no parking projects in the URD capital improvement projects. Mayor Moore noted the goal was a Council goal. Beaucaire stated it was a goal in the original URD document but was not listed as a current project.

Vaaler asked about the property tax line item with the possibility of people not paying taxes due to COVID-19 financial strains. Groth explained he, Beaucaire, and Tom Lauritzen got an estimate of \$395,000 and they took 90% of that to reach \$357,000 figure.

Vaaler noted there was \$150,000 capital project moved from a previous year, which would require an audit due to the expenditure level. She recalled the City's Auditor, Theresa Hanford, noted they could transfer more so that an audit would not be required in the following year.

1 Vaaler noted Tom Lauritzen suggested the URD should reimburse street fund and then the street
2 fund should reimburse the water reserves. Beaucaire indicated that would be fine if the Committee
3 agreed.

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5 The Committee discussed options for additional transfers in this budget year. Groth noted that
6 they do a base transfer of \$195,000 so the audit would be required each year.

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8 Webb stated he believed the audit was extremely high. Manager Beaucaire noted the audit fee
9 was \$1,700-\$1,800 and there were additional filing fees for the State.

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11 Vaaler clarified that she was recommending to transfer more now and allow it to sit for payment in
12 the following year. Vaaler stated she thought it was important to look at every \$1,700 in savings.

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14 Groth moved to approve a capital outlay transfer to the Water Capital fund 660-1705 for the
15 earthquake valve at the south tank for \$70,000 for FY21 and for the Highway 101 bridge
16 earthquake valve for \$100,000 for FY22: discussion

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18 Webb clarified that this transfer would free up \$70,000 in the SDC fund.

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20 Manager Beaucaire explained the City is contractually obligated to transfer \$100,000 for the debt.
21 Groth clarified he was not suggesting to eliminate that but to transfer \$170,000 in FY21.

22
23 McClung stated the earthquake valve was part of the south tank project and it was not completed.
24 This transfer would reduce the reserves from \$404,000 to 334,000

25
26 Call for vote: Aye – 10; No – 0.

27
28 Groth clarified that the URD funds must only be spent on projects within the URD boundary or to a
29 system that supports the URD district.

30
31 Groth noted he pays the tax and does not see himself in the district Lauritzen explained the county
32 has a software limitation that indicates a tax for the URD on every tax payer within in the City limits,
33 but funds from only those within the URD get put into the URD fund. Taxes from those outside of
34 the URD go to the county.

35
36 Groth asked if the transfer for I&I would be for a project within the URD. Manager Beaucaire
37 stated Public Works could definitely find projects that fit that criterion.

38
39 Webb clarified that it would be in the best interest to fund as much as possible from the URD.
40 Groth suggested they look at the scheduled projects to determine if there were other projects that
41 could be added. Vaaler clarified that the URA Board would need to approve any changes.

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43 Glenn moved to approve the Urban Renewal Agency Budget for FY20-21 as amended: Aye – 10;
44 No – 0.

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46 Moore adjourned the meeting at 9:58 am.

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52 W. John Moore, Chair

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ATTEST:

Shannon Beaucaire, City Manager

Date

DRAFT