

1. 2:00 P.M. Agenda

Documents:

[2022-03-16 Agenda.pdf](#)

2. 2:00 P.M. Meeting Materials

Documents:

[Proposed Budget Schedule For FYE 23 \(Working Draft1\).Pdf](#)
[Email Chain Dawn Keller.pdf](#)
[Email Chain Don Groth.pdf](#)



**CITY OF YACHATS
CITY COUNCIL REGULAR MEETING
Yachats OR
Wednesday, March 16, 2022 at 2:00pm
To Be Held Via Zoom**

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/83380335391>

Meeting ID: 833 8033 5391

One tap mobile

+16699006833,,83380335391# US (San Jose)

+12532158782,,83380335391# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 833 8033 5391

Find your local number: <https://us02web.zoom.us/j/83380335391>

Regular Council Meeting

- I. Announcements, Correspondence, Proclamation

- II. Public Comment: Topics not listed on the agenda
 1. 5-minute limitation per person

The Yachats City Council meetings are open to the public and interested citizens are invited to attend. These are open meetings under Oregon law, but a work session is not a community forum; audience participation is at the discretion of the Council. Meetings are audio-recorded. The meeting are accessible to persons with disabilities. For accommodations, please call (541) 547-3565, or Oregon Relay 1-800-735-2900 TDD) two days in advance. City of Yachats does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. 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.



III. New Business

- A. Budget Committee Appointments
- B. Proposed Budget Schedule
- C. System and Processes

IV. Old Business

- A. Fourth of July

V. Reports

- A. Financial
- B. Council
- C. City Manager

VI. Other Business

- A. From Mayor
- B. From Council
- C. From Staff

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City of Yachats Proposed Budget Schedule for FYE 23 (working draft 1)

Wednesday, March 16: Appointments to Budget Committee seats B and C

Wednesday, March 16: Amend or approve budget schedule

Thursday, April 6: Council consideration of CIP plan

Wednesday, April 19: Council approval of CIP plan

Monday, April 25: Submit completed budget to staff for printing. Distribute electronically to Budget Committee members with printed copy to follow.

????: Publish Notices of Budget Committee hearings, as well as state revenue sharing to website and to News Times as paper of record. Waldport mentions publishing a “financial summary” as well. (Check requirements, but quite likely the first notice must be purchased no earlier than 30 days in advance, the 2nd notice at least 5 days after the first and at least 5 days before meeting. A previous worksheet indicated an affidavit is required. Unclear whether multiple meetings can all be noticed at one time, or whether each requires a separate notice.)

????: Packet for Budget Committee meeting 1 posted on or prior to this date

Monday, May 9: Budget Committee Meeting 1
Urban Renewal Agency Budget for FY 22-23 including public hearing
City Budget for FY 22-23: Public Hearing – Possible Uses for State Revenue Sharing, Debt service, Public Works Operating and Capital Funds

????: Packet for Budget Committee meeting 2 posted on or prior to this date

Monday, May 16: Budget Committee Meeting 2
City Budget for FY 22-23 including public hearing: Continuation of discussion of Debt service, Public Works Operating and Capital Funds as needed, General Operating and Capital budgets

????: Packet for Budget Committee meeting 3 (if necessary) posted on or prior to this date

Monday, May 23: Budget Committee Meeting 3 (if necessary) City Budget for FY 22-23 (including public hearing?)

Thursday, May 26: Publish financial summary, notice of Budget Hearing and notice of state revenue sharing in News Times (Min 14 days before the hearing. Also publish recommended budget to the City website.

Wednesday, June 15: City Council Hold budget hearing and deliberations. Adopt budget, approve tax rate, and elect to receive state revenue sharing.

Before June 30: File documents with ASSESSORS OFFICE AND COUNTY CLERK

Before June 30: Send letter certifying State Revenue Sharing hearings held AND send Resolution electing to receive State Revenue Sharing to Executive Department

Re: Budget Committee

Leslie Vaaler <Leslie@YachatsMail.org>

Thu 2/10/2022 4:35 PM

To: Dawn Keller <dawnkeller@gmail.com>

Dear Dawn,

It is terrific to hear from you and good to learn that you would be willing to continue to fill seat C on the Budget Committee. You are not required to be present when Council considers appointments to the two seats, but I will let you know when we decide which meeting Council will be considering the matter.

Experience is certainly helpful, but there are also benefits from fresh perspectives. I would guess that is among the reasons why Oregon budget law requires the terms of the non-Council seats to have staggered ending dates.

Be well,
Leslie

From: Dawn Keller <dawnkeller@gmail.com>

Sent: Thursday, February 10, 2022 2:49 PM

To: Leslie Vaaler <Leslie@YachatsMail.org>

Subject: Re: Budget Committee

Hi Leslie,

Thank you for the notification. I would be very pleased to continue to fill seat C on the Budget Committee, and I think experience definitely matters in this instance! Dawn Keller

On Fri, Feb 4, 2022 at 1:49 PM Leslie Vaaler <Leslie@yachatsmail.org> wrote:

Dear Dawn and Don,

The terms of your appointments to the Budget Committee expired at the end of 2021. I want to thank you for all your work on the Budget Committee. I know it is a time-consuming task, but I hope you felt it was worthwhile!

I hope you will let me know if you wish to be considered for reappointment. Council may consider filling seats B and C as early as March 3, or we may wait until one of our April meetings. (Don, you held seat B and Dawn, you filled seat C.) I did note the vacancies in the February newsletter, and we may have some new volunteers to consider as well.

With appreciation,
Leslie

Re: Budget Committee Seats

Leslie Vaaler <Leslie@YachatsMail.org>

Fri 2/4/2022 3:46 PM

To: dongroth123@gmail.com <dongroth123@gmail.com>

Dear Don,

I'm glad to learn you are willing to be reappointed. Since this is a reappointment, your email is sufficient.

Best,
Leslie

From: dongroth123@gmail.com <dongroth123@gmail.com>

Sent: Friday, February 4, 2022 3:38 PM

To: Leslie Vaaler <Leslie@YachatsMail.org>

Subject: RE: Budget Committee Seats

Dear Leslie,

Actually, Kimmie had said my term continued, but maybe she was unclear.

I would like to volunteer to be reconsidered to fill Seat B at a council meeting where the candidates are considered. I sent the email below before I saw you email just earlier. Let me know if I need me to complete any form to be submitted requesting that I be reconsidered for Seat B.

Thanks,

Don Groth

From: Leslie Vaaler <Leslie@YachatsMail.org>

Sent: Friday, February 4, 2022 1:58 PM

To: dongroth123@gmail.com

Subject: Re: Budget Committee Seats

Dear Don,

Today's to-do list including sending an email to you and Dawn Keller, and that just went out. You and Dawn held the two seats whose terms expired (seats B and C). Beyond what I said to both of you, I want to recognize the tremendous role you have played for many years in budget preparations and in reviewing financial statements, as well as with your active participation on the Finance Committee and on the Public Works and Streets Commission. Personally, I hope you are in good health and will continue to want to volunteer your expertise to the city for years to come!

Best regards,
Leslie

From: dongroth123@gmail.com <dongroth123@gmail.com>

Sent: Friday, February 4, 2022 1:01 PM

To: Leslie Vaaler <Leslie@YachatsMail.org>

Subject: Budget Committee Seats

Hello Mayor Leslie,

I notice in the February newsletter that two seats on the Budget Committee are open. Which seats are Open and who was in the seats for last committee meeting?

Thanks,
Don Groth