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CITY OF YACHATS

CITY COUNCIL

September 1, 2022

Zoom Meeting Summary

I. (00:19) Meeting Call to Order

Mayor Vaaler on this September 1, 2022, meeting of the City Council at 9:30am via Zoom. Members present: Mary Ellen O’Shaughnessy, Greg Scott, Ann Stott, Council President

Absent: Anthony Muirhead

Staff: Heide Lambert, City Manager, Kimmie Jackson, Recorder, Katherine Guenther, Asst. CM

WORK SESSION

- I. Encouraging and improving community volunteer opportunities and nurturing the spirit of Yachats - Mayor would like to float ideas, City Manager wanted to thank everyone for the review; the structure was before this form of government was changed, the time is perfect; we got through covid, getting city hall back on line, was short staff and it was difficult, one concern from everyone thought the communications were an issue; working on it with Lauritzen to understand the project process and the CIP process, the community was still not satisfied, and then started commission advisory group; Stott and O’Shaughnessy and other chairs have started meeting about the responsibilities, expectations on both parts; working with city attorney regarding the public meeting laws, feels positive about this talk, would like to do a public forum, encourage public participation, as this is solution based.

Mayor wants to have this more expansive, more than just volunteers, friend’s groups, food pantry, volunteer the library, the trails, church group, flower bed adopters, we have people help the just community by picking up trash and wanted to thank them. How can we get part timers, folks outside the city.

O’Shaughnessy stated she wanted to thank the farmers market, Facebook was helpful getting new people, Shelley Shrock really did a great job, organized the s’mores party on the beach, more people are starting to show up and bring people together; wanted to thank the commissions doing things their own, with the lack of staff; there are a lot of people not happy, but it’s a working progress; would like a charge letter go to all commission members.

Scott, stated most cities have a deep structure of staff, it buffers the council and department heads, community input, have citizen group, we don’t follow that; feels



1 advisory groups are encouraged and are important in our city; communication is an
2 issue and the lack of staff, how do we benefit, need to rethink the process we use, but
3 follow the law.
4

5 Stott stated she has been observing the commission on how they work for the last 5
6 years; volunteers are very important; focus on the volunteers and the commissions, they
7 were designed prior to having a city manager form of government; need to look at the
8 redundancy; reorganizing our commissions; better way of using the volunteers; size of
9 community and pool to draw from is small and makes it difficult; planning is mandated;
10 three years is a long commitment and could discourage people to volunteer, reorganize
11 commission structure; witnessed in two meeting collaboration happening and will serve
12 well; look outside the box and how we can reorganize them, communication is still
13 necessary to improve.
14

15 Mayor stated reorganizing, heard Lauritzen say when the city manager form of
16 government organized structure, so the council roll is policy base and the city is
17 administrative; some of the issues is the facilities and the need for repairs, restructuring
18 would recognize city manager council form of government, not tasking commissions with
19 administrative duties.
20

21 Muirhead stated communication is the biggest key, refocusing the message, it's a unique
22 situation; we want to still get input from the community.
23

24 O'Shaughnessy stated things in government work slow, private industry is different, and
25 decisions are made faster; government agency's work differently, the advisory
26 committee is a good way to go; seems like some have gotten project based, not policy
27 based, like Parks & Commons.
28

29 City Manager stated it was discussed and the history of the friends' group and the
30 buildings have been pushed off to the friend's group; they did struggle and raised money
31 to improve the buildings; commissions work on policy, some groups are not reporting
32 and don't want to follow meeting laws and we need to find a way to keep these groups.
33

34 Stott, said a comment was made that they weren't married to the commission names,
35 the key component is that we communicate and utilize them in a positive way; City
36 Manager stated the same, they weren't attached to the facilities, just recognize the
37 groups and keep them informed and recognize them; didn't want opportunities to be
38 taken away; City Manager also stated as the advisory meeting, they had not met each
39 other, and don't know what the other groups are doing. After each meeting the recorder
40 will create a report to get to the chair and the City Manager, add to the packet so
41 everyone can see it.
42

43 Vaaler stated people want to feel wanted and knowledgeable and welcomed; the
44 advisory group should be thinking about that; the trails has been successful some folks
45 are long term, and you can drop in and out as you see fit; commission, committee, and
46 groups are confusing, depend on who approves the group, if council will have to follow



1 meeting laws, and if city manager puts the groups together, then they don't have to
2 follow public meeting laws and the city manager can bring things to the council.

3
4 The advisory group is working well and will be coming back to council with ideas and
5 should be thinking about what else we should do to bring in new commers.

6
7 City Manager stated collaboration does take time and slow thing down, and the Oct. 4th
8 at 10a at the Commons Pavilion, will be holding a public form, quorum warning will be
9 posted, and public input can be dropped off or email city manager if you can't make it.

10 11 Regular Meeting

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14 **(46:49)** - Full council present

15
16 **Announcements:** Vaaler stated we have a busy calendar: Yachats arts guild 3rd -5th,
17 friends of the Commons Library Sale Sept 4th 9a-2p, City Manager forum Oct. 4th; on
18 sept 6th, topic unhoused citizens, what can we do going into the winter, frustrations, and
19 how to move forward;
20 two days we have meetings on Sept. 13th related to housing needs 1-2:30p zoom, from
21 6:30-8 in person housing needs workshop, DLCD Water Conservation and Land Use on
22 Sept. 19th at 3p sponsored DLCD presentation 3p in room 8 at the commons

23
24 **(51:52) Public Comment – (1:26:55) Betty Johnston** – down below when comments
25 were made

26
27 (52:40) RFP for Visitor Center – City Manager stated this should have been done in
28 June and apologize, new process learned from other cities as to this process; sent out
29 Aug. 8th; one reply from Chamber of Commerce replied to both; they helped shaped the
30 RFP's.

31
32 Stott stated what happens to the discover website? Kerti took it down in June but it is
33 mentioned in the proposals; the 20 pages was the contract, we have government
34 website, we also had the Discover Yachats 2 yrs. ago, Chamber has yachsats.org, it
35 used to like altogether; keeping the Yachats and bringing back the discover site; need a
36 community calendar.

37
38 Dunn & Hetzler were not proposing to bring back Discover, needs to be a community
39 calendar, did propose marketing having a website just to market the Commons; not
40 enough money in the proposal to do that; or maintain two websites, the "org" the
41 Chamber pays for that; City Manager said they could have a page on the city website
42 and link to yaschasts.org, collaborate the two; how is the calendar going to be funded,
43 Scott said its on his work plan for early next year, won't cost anything, the city has this
44 included; City Manager said we have two RFP's, one for the visitor center and one for
45 the marketing tourism promotions and how to collaborate together.
46



1 Vaaler said visitor center has been run by the Chamber, Kerti had the visitor center and
2 promotions, the Chamber then continued the process without a contract; it's going well
3 and having a contract dated back to July 1, budgeted for \$30k; the visitor promotion
4 proposal; paid \$65k for the combined; now separate the monies come out of three
5 places and it's mentioned in the budget; what's the City's priority and discuss the budget;
6 now the budget is \$55k.

7
8 Discussion continued, City Manager is new to the budget, but the money will be coming
9 from three areas, visitor center op, contract services and marketing; have met with
10 bobby price from Newport; city paid for publications, but Kerti would create the ad,
11 Chamber spent money on other marketing materials; 10k would be for other marketing
12 areas; this year will be an experiment; we are coming out of covid, but it's not over yet;
13 allowing for flexibility and change; mayor is concerned with the council, that they have
14 fallen short and hasn't gotten reports to see what we are getting in reporting; Bev Wilson
15 did answer some questions by attending the meetings; Scott said we have a metric, the
16 room and beverage tax is as direct reflection in community attendance on the part of
17 tourist; we see the trend and it's in a positive direction; marketing that has been
18 happening may have been the reason; Stott said the City Manager has spent time
19 working through this, and doesn't need further discussion; we should award the contract
20 and move on; Muirhead said want to memorialize, we owe the respect to the people
21 from before, and we still want to see growth, we need someone passionate about
22 marketing, and hopes Bobby does good reporting;

23
24 **(1:23:09) Motion** from Scott said he move to approve both RFP's for the Operations and
25 Tourism Promotion Services as presented by the city manager:

26
27 Aye: Vaaler, are hearing the community say too many visitors, we don't need
28 marketing to have people come, they are already coming, Stott, O'Shaughnessy,
29 Muirhead and Scott, support what the mayor said, off season is a challenge.

30
31
32 O'Shaughnessy concurs with all the comments; for the community side the money is
33 meant for this, and doesn't interfere with the road repairs, or other projects.

34
35 **(1:26:55) (Public Comment)** Betty Johnston stated she lives on 6th
36 St./boardwalk/library/field, she takes pics, we have more transients, an issue is someone
37 has provided them with pets, big dogs, not sure who has done this; leaving home is now
38 an issue and is wanting a professional person to come out and coach us on how we
39 should behave with this group of folks and is very concerned.

40
41 **(1:30:25)** – Oct. 6th meeting the City Manager will be at the conference, we should
42 excuse her from the council meeting and keep the agenda simple.

43
44 **(1:32:00):** – Covid policies for review – regarding the parking space in front of the
45 businesses, for 4 spaces; we are not in a state of emergency, and the order ended on
46 April 1st, businesses are still using this; does the council want to change or leave the
47 same?.



1
2 Stott said how many businesses are doing this, is this a positive or negative for them;
3 needs some facts from businesses and community.
4

5 Muirhead, what does the ordinance say, required parking spots for businesses, parking
6 requirements are important, cut and dry for opening up a business; this was temporary
7 and doesn't mean you can run a restaurant with no parking. Scott said it's a premature
8 recommendation.
9

10 Vaaler said the same thing, extending the res 2021-171 until the parking needs
11 assessment or a certain amount of time; City manager said most restaurants added
12 outdoor space and parking, kept handicap spot; some are building structures, and
13 businesses should be thinking about the spaces; Guenther said outside seating is
14 looking permanent; the Farm Store is covered and not a structure; will have some info
15 from the parking hearing; if extending the resolution need to finish up the parking study;
16 Vaaler would like to see the extension to March 31 2023; Muirhead thinks we could
17 recommend what the current building code is, educate the current businesses that it is
18 still the rule and is not permanent; don't build structures on the parking spaces; other
19 businesses as well are using their parking for seating and food trucks; discussion
20 continued on what businesses are doing using their parking spaces. O'Shaughnessy
21 said we need to be upfront; businesses need a heads up, communicate the number of
22 parking spots, this is temporary situation; that the limit is 4 as a reminder; Scott said
23 given the council's current statement on environmental responsibility, lot of cars, lack of
24 parking, get people out of cars and walk, Vaaler concurred; what are we doing with the
25 employee parking.
26

27 **(1:56:40) - Vaaler made a Motion** to extend the provisions of RES 2021-171 extended
28 to allow going through 2/28/23, and asking staff to publicize to business with the
29 reminder of the maximum of 4 spaces and that this is very much temporary:
30

31 Aye: Muirhead, O'Shaughnessy, Scott, Stott and Vaaler
32 Nay:
33

34 **(2:01:50) Old Business**

- 35 a. Judge contract, it is signed, and the mayor will sign today. Scott noted that this is an
36 important part with code enforcement. It's an important milestone and this is
37 progress with more work to do.
38
- 39 b. **(2:04:20)** Vaaler recalled council discussed recommendations to the League of
40 Oregon Cities, 28 priorities were in the article last Friday in the bulletin; the legislative
41 priorities are good, and our priorities are well represented, listed eight and one of
42 ours was added, number two - property tax reform. Reviewed the priorities.
43

44 **V. (2:1:10) Reports**

- 45 a. City Manager report, started a list of what we have completed in the last six months;
46 we have been productive; will have for the next meeting
47



- 1 b. Public works report – document attached; on into budget year and receiving bids;
2 CIP changes will happen, 2nd St. will be moved until next year, so the unused money,
3 valve and backwash needs to be done and to not wait; will need to modify the CIP to
4 accommodate the water plant to move forward, also the wastewater plant would like
5 to get as generator and a valve from the 2nd St. money; working with West, Groth
6 and Lauritzen, and then will bring to the finance committee, there was a deadline for
7 accepting the bid; Vaaler still wants a discussion regarding when things need to
8 come back to council; Lauritzen stated why are the estimates provided by the
9 engineering is so far off? Recent estimates and they are mile off, conversation
10 between the city and engineering needs to be had to see what the problem is, the
11 numbers are way off.

12
13 **VI. Other Business**

- 14 a. No other business
15 b. Council none
16 c. Staff none

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18
19 Mayor Vaaler adjourned the meeting at 11:49 am

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21 Prepared by Kimmie Jackson on Sept. 1, 2022