

1. Agenda

Documents:

[10-14-16\\_CC\\_AGENDA\\_SPECIAL\\_10-14-16.PDF](#)

2. Meeting Materials

Documents:

[10-14-16\\_MAYOR-COUNCIL\\_TRANSITION.PDF](#)

[11-10\\_CC\\_SPECIAL\\_MINUTES\\_10-14-16.PDF](#)

[MEETINGS\\_SCHEDULE.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**

**SPECIAL CITY COUNCIL MEETING**

441 Hwy 101N, Yachats Commons, Room 1

**Friday, October 14, 2016 at 10:00am**

**AGENDA – COUNCIL MEETING**

- I. Mayor transition and council member goals
- II. Schedule for regular meetings of council, committees and commissions

***This meeting is open to the public and interested citizens are invited to attend. This is an open meeting under Oregon law, not a community forum; audience participation is at the discretion of the Council. The meeting will be audio recorded. Public meeting minutes are available for review at City Hall. The meeting place is 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.***

**Posted Oct. 13, 2016**



## Mayor-Council Transition

Redefine the role of the mayor:

clarify what it means to be the political head of the city

possible focus areas:

the community - attends & facilitates meetings; joins organizations

communications - newsletter; web site news / info; e-mail to citizens; state of the city

goals - annual council goals process

process - who is involved; desired outcomes; how should conversation be structured;

etc.

city finances - continue on finance committee;

legislation - presiding officer & unbiased leader; active in LOC & related orgs

Define new roles for the council:

goal shepherding

new member orientation / training

commission relationships - liaison role for council?

administrative assistance - how to serve as a liaison role with city administrator

Council Goals - incorporate a basic ranking of priorities to differentiate the essential from the desirable

Goal Shepherding - continue this practice. It has proven very successful.

Organize city activities around programmatic areas like:

public works (water, sewer, storm water, streets)

recreation & culture (library, Log Church, commons, trails, visitor services)

capital projects

administration (accounting, billing, budgeting, records, human resources HR)

This will serve as the basis for a new budget structure and will simplify both budget preparation and understanding for the public what the city is doing while maintaining current fund integrity.

**CITY OF YACHATS**  
**SPECIAL CITY COUNCIL MEETING**  
**October 14, 2016**  
**MINUTES**

The special meeting of the City Council was called to order by Mayor Ronald Brean at 10am in the Civic Meeting Room at the Yachats Commons. Council members present: Greg Scott, Barbara Frye and Max Glenn. Sandy Dunn participated by phone and City Administrator Joan Davies was present. Bob Bennett, Leon Sterner, Jim Tooke and Gerald Stanley were in the audience.

**A. Mayor transition and council member goals**

Discussed shepherding projects and the need to rotate assignments. Compared the function of the City Council to that of a Board of Directors, specifying the Legislative role, the need for a strong mayoral role, the different audiences affecting leadership and the need for partnership.

The Council President should be better utilized in training future mayors, mentoring new council members, working with the City Attorney, City Engineer, City Planner and insurance agent, as needed. The Council President needs to know when the Mayor is going to be gone.

The Council should monitor the commissions, sign checks, attend meetings, represent the City, research and provide written reports, and act as shepherds for goal assignments.

The Mayor should maintain the relationship with cities, counties and the state; will be encouraged to maintain the established partnerships with League of Oregon Cities (LOC), Oregon Cascades West Council of Governments (OCWCOG), and Oregon Coastal Zone Management Association (OCZMA); respond to the public; and represent the City at functions, or designate a Council member to attend and represent.

Goal setting was discussed. In setting goals, they need to be broken down into three categories: desirable, important, and urgent; as well as, have-to, want-to and need-to. Council also discussed the need to address natural resources, diversity, vibrant economy, community pride and basic needs, which include mental, physical, artistic and spiritual needs.

There being no further business before the City Council, the meeting was adjourned at 11:20am.

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Ronald L. Brean, Mayor

Attest:

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Joan Davies, City Administrator

Council Work Session      2<sup>nd</sup> Monday

Public Works & Streets      2<sup>nd</sup> Tuesday

Emergency Planning      2<sup>nd</sup> Tuesday

Library Commission      2<sup>nd</sup> Tuesday  
(Quarterly)

Planning Work Session      3<sup>rd</sup> Tuesday

Planning Meeting      3<sup>rd</sup> Tuesday

Council Meeting      2<sup>nd</sup> Thurs

Parks & Commons      3<sup>rd</sup> Thurs