CITY OF YACHATS

CITY COUNCIL MEETING

January 10, 2017

Approved Minutes

Mayor Gerald Stanley called the January 10, 2018 meeting of the City Council to order at 6:00 pm in Room 1 of the Yachats Commons. Council members present: Mayor Gerald Stanley, Barbara Frye, Jim Tooke, and Greg Scott. Absent: Max Glenn. Staff present: City Manager Shannon Beaucaire. Audience: 22.

I. Announcements, Correspondence, and Proclamations

Mayor Stanley announced the Agate Festival is this coming Saturday and Sunday and there is now an ongoing volleyball game.

Councilor Frye announce the second annual Women's March will be January 20, 2018 an starting at City Hall in Newport beginning at 11:30 am.

II. Public Comment

Carl Miller (211 Chief Albert Dr.) handed out a letter and brochure highlighting the contributions of One of Us Productions. Miller read his letter into the record. He noted Catherine Rickbone from the OCCA is willing to speak to the Council.

Ann Stott Hansen (915 Driftwood Ln) expressed concern over lack of lighting for pedestrians on Driftwood Lane and Ocean View Drive.

Mayor Stanley noted there are many people who are adamantly against more lighting. Councilor Scott added that Yachats has a goal to become dark sky certified. Mayor Stanley asked Public Works and Streets Chair John Moore if the Commission would consider this matter.

III. Minutes

A. December 6, 2017 Work Session and Regular Meeting

Councilor Frye noted the following corrections:

- page 2, line 9: "decided they would contract for project management work" should be "recommended the City look at hiring an architect or project manager"
- page 2, line 12: "would be involved on building decisions" should be "could be involved on building decisions"
- page 2, line 15: Frye referred to a comment made by Glenn referring to the Council members on the 2+2 Committee being representatives of the Council, not decision makers for the Council. She wanted to be clear the 2+2 is a recommending body.
- page 2, line 24: Currently reads – "Frye did not see the 2+2 Committee had decision-making authority about the building, but it did have that authority over decisions made about the library" should read – "Frye believed the 2+2 Committee does not have authority over decisions but would make recommendations to the Library Commission and the Librarians"

page 2, line 32: “Library Commission has $75,000” should be “Library Commission wants to dedicate $75,000”
page 3, line 2: “Hickam” should be “Janet Ratcliff”

Scott moved to approve the December 6, 2017 minutes as amended above: Aye – 4; No – 0. Minutes approved as amended.

B. December 13, 2017 Meeting

Frye moved to approve the December 13, 2017 minutes: Aye – 4; No – 0. Minutes approved.

IV. Reports

A. Council Reports

Tooke reported he attended a Lincoln County Commons Committee meeting, a group addressing what to do with the Lincoln County Fair Grounds. The Committee wanted to name the facilities the Lincoln County Commons. They recommended all buildings be demolished and replaced, as it would cost more to bring the current facilities into compliance. The Committee investigated relocating the events center to another location, but they could not found a suitable property. Tooke noted they do have a website that will post updates.

Frye reported the Lincoln County Transit Advisory Committee has reactivated and has a received a grant to study transit; the 2+2 Library Committee is continuing to meet every other Thursday at 10:00 am and welcomed citizen input; and she and the Mayor are on the Lincoln County Health Council and the Yachats Community Clinic is still under consideration.

B. City Manager Report

Manager Beaucaire reported:

1. The 501 Building was broken into last night by breaking the tempered glass in the front door. The intruder cooked in the kitchen and slept on the yoga mats with the yoga blankets. City Clerk Kimmie Jackson noted the items cooked were obtained from the food pantry that day. Jackson gave a description of the person to the Sheriff. The glass will take 10 days to replace.
2. Public Works did a commendable job in responding to the power outage the previous week, noting they were able to keep sewer and water systems on without interruption.
3. During the power outage, Facilities Manager Hoen was concerned about power for the commons and the sump pump that keeps the basement dry. Hoen found the building had power but the sump pump was unplugged, with a cell phone charger plugged into the outlet instead.
4. Her first “Meet the Manager” meeting on December 21, 2017 was very positive and constructive. She received useful feedback on community communications and engagement. She noted community and communication mean many different things to different people. There will be another meeting on January 17, 2018 from 4-6 pm in Room 1.
5. She had been reaching out to people to understand the history in the community and how groups have worked together and would like to work together. She has discussed with several individuals the concerns raised at the last meeting about the fee structure and insurance. She has forwarded her findings to the Parks and Commons Commission.
6. The Lincoln County Counsel will ask that the legalization hearing be continued to March 21, 2018, regarding Ocean View Drive.
7. She is continuing to work on long term IT plans.

8. The City of Waldport is undergoing a building assessment and needs evaluation. She has asked Manager Kemp to keep her updated on their work.
9. There will be a community meeting on the Evans/Betz property on January 17, 2018 at 6:00 pm and a public hearing on January 29, 2017 at 9:00 am regarding the City's current grant application.
10. Oregon Cascades West Council of Governors policy roundtable where they established six areas to focus on regarding State legislation. She noted they are looking to work as a group on issues like affordable housing, working with ODOT, and assessing impacts of legislation on small cities.
11. She is now meeting with Commission Chairs each month to update each other and to prepare information for Council.
12. The South Tank Project is a few weeks behind schedule, and she is working on managing cost overruns.
13. The Visitors Center RFP was awarded to the Chamber of Commerce.
14. The first July Council meeting falls on July 4th. Stanley indicated they could reschedule this meeting at the February work session.
15. There is an office staff person out for medical reasons for a few weeks, and she is working to ensure staffing.

Frye stated she was pleased with the activity around community interaction and emphasized the importance of community input. Scott noted the efficiency resulting from the cover form attached to each document for agenda items. He hoped this form would help Councilors focus on their task. Mayor Stanley wanted to pursue the idea of a "Conversations in the Kitchen" event, liked the idea of the Commission Chair roundtable, and wanted to clarify
Items the Code Enforcement Officer raised about vacation rentals not up to code. Manager Beaucaire noted the Code Enforcement Officer has re-inspected these homes and all vacation rentals were now in compliance.

Frye asked about current sign ordinance regarding flashing and digital signs such as was placed at the Sea Note. Manager Beaucaire indicated digital signs are allowed but flashing and moving signs are not per current Yachats code. Beaucaire indicated the Planning Commission is currently working on a revision of the sign ordinance. Several audience members offered brief comments. Tooke added the amount of light significantly increases north of the bridge.

V. Business

A. Commission Appointments

1. Planning Commission

Mayor Stanley invited Mary Ellen O'Shaughnessey to the microphone. Frye asked why O'Shaughnessey picked the Planning Commission. O'Shaughnessey stated she read the Citizens Handbook when she moved here and found the Planning Commission to be most interesting and relevant to her skills in policy administration. She has worked with attorneys and is adept in working with policies and focusing on the words.

Frye moved to appoint Mary Ellen O'Shaughnessey to the Planning Commission: Aye – 4; No – 0.
Tooke moved to reappoint Helen Anderson to the Planning Commission: Aye – 4; No – 0.

2. Parks and Commons Commission

Scott moved to reappoint Ruth Bass to Parks and Commons Commission: Aye – 4; No – 0.
Tooke moved to reappoint Scott Gordon Parks and Commons Commission: Aye – 4; No – 0.

3. Public Works and Streets

Scott moved to reappoint Larry Nixon to Public Works and Streets Commission: Aye – 4; No – 0.
Scott moved to reappoint Don Groth to Public Works and Streets Commission: Aye – 4; No – 0.

4. Library Commission

Frye moved to reappoint Marv Wigle to the Library Commission: Aye – 4: No – 0.

All Commissioners up for reappointment were reappointed to their seats.

B. Resolution 2018-01-01: Extending Worker's Compensation Coverage to Volunteers

Beaucaire noted per ORS 656.031 the City is able to provide coverage to volunteers and the resolution before Council is the same as approved for last year.

Scott moved to approve Resolution 2018 extending worker's compensation coverage to volunteers in the City of Yachats: Aye – 4; No – 0. Motion approved.

C. Review Park Master Plan

Manager Beaucaire reported the Trust for Public Lands (TPL) is assisting in finding grants for acquiring the Evans/Betz property. TPL suggested creating a Parks Master Plan to enhance grant applications. Manager Beaucaire noted the upcoming public meetings to get input on how to use the property. She noted the Plan was developed by the City Planner and the previous City Manager and has been seen but not voted on by the Parks and Commons Commission. TPL would like the Council to review the Plan and would like to get input from citizens. The question before the Council is whether they would like for the Planning and Parks and Commons Commissions to make a recommendation regarding the Plan after incorporating input from various sources.

Scott asked about the Planning Commission's role in this Plan. Planning Commission Chair Anderson explained the Planning Commission is not involved in establishing and managing parks, but it is in charge of overseeing the Comprehensive Plan which does stipulate the City should establish parks for recreation. Scott suggested the work be focused with Parks and Commons. Frye believed the plan is being rushed. She believed a Master Parks Plan would involve more citizen input and wanted more information on what they would be approving. Scott suggested the Parks and Commons Commission could identify changes from the existing Parks and Commons Master Plan.

Tooke clarified the questions before the Council listed on the Action Item Cover Sheet are that (1) the TPL is asking for input from the community and (2) whether the Council should ask Commissions to review and recommend the document.

Mayor Stanley noted the Council is again being asked to make decisions because of action needed around a grant application. He agreed with Frye that the document has not had necessary input for various sources.

Councilors discussed whether the proposed Plan was a revision of a previously existing plan, what items were included in the Plan, whether trails should be included in the Plan, and who should be responsible for the January 17 community meeting.

Frye noted they are trying really hard to get the Commissions operational and the current approach seems to be bypassing established processes. Mayor Stanley wanted clarification on the document that preceded this current proposal. Scott suggested Councilors should avoid going into too much detail about the current document and instead recommend that Parks and Commons review it, noting this is a project that the City does want.

Parks and Commons Chair John Moore noted their next meeting is Thursday, January 19, 2018, and has a full agenda. He asked Council if this issue could be addressed at their March meeting. Manager Beaucaire reported approval by Council at their March meeting would satisfy the needs of TPL. Scott suggested the Commission consider a special meeting to address this plan and make a recommendation to Council.

Mayor Stanley was not certain if this plan incorporated all of the issues he would like to see in a parks plan, such as issues related to pollinator plants. Frye wanted to include more information on trails. Frye asked for clarification on why the East Hillside Watershed and Southeast Viewshed were included in the plan. Tom Lauritzen (Finance) noted the East Hillside Watershed is in the City's CIP in order to acquire property that is part of the watershed for the City's water supply. Scott noted some of the language comes from the vision of View the Future.

Tooke believed the issue before the Council is whether Parks and Commons should review the Parks Master Plan and asked the Council to focus on that question.

Frye moved to remand the City of Yachats Parks and Open Space Master Plan to the Parks and Commons Commission for their review and recommendation to be completed as soon as possible: Aye – 3; No – 1 (Stanley disagreed with comprehensive input on document). Motion approved.

D. Council Shepherding Goals

1. Clarification of the role of Shepherds

Scott reported the concept of the Shepherd was to assign projects to Councilors to monitor project activity to keep Council informed and focus attention on priorities. Frye added there was no City Manager position at the time this process was implemented so there was a greater need to oversee projects. Frye noted Manager Beaucaire is now tracking projects and informing Council of their progress.

Frye noted Manager Beaucaire was also reviving the Commissions so that the Commission Chairs will play a bigger role.

The issue was raised that the Shepherding Goals could be eliminated. Tooke suggested Manager Beaucaire could ask for Councilor assistant should she need help in monitoring a certain project. Scott added there might be greater clarity without a Shepherding system.

Mayor Stanley asked that this discussion be moved to the February work session.

2. Recommend deletion and rewording of tasks – not addressed

VI. Other Business

Mayor Stanley informed the Council of a conversation with Scott on rules of the Council. Currently, any Councilor can call for a special meeting. If the Chair of the Council (Mayor) does not want that meeting, three Councilors could over rule that Chair's request. Mayor Stanley noted there is no such policy around executive sessions. The League of Oregon Cities

indicated to Mayor Stanley that such a policy would need to be part of City regulations. Scott suggested this item be added to a work session agenda.

Mayor Stanley reported he would likely be having a serious surgery in the next few weeks. He expressed his gratitude for and seriousness about serving the City.

Scott stated he would not be running again for Council in November 2018 due to personal events occurring in his near future. He wanted to make this announcement now to allow others time to explore their interests in being a Councilor.

Mayor Stanley adjourned the meeting at 7:29 pm.

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GERALD F. STANLEY, Mayor

ATTEST:

_____ _____
Shannon Beaucaire, City Manager Date