

CITY OF YACHATS

**CITY COUNCIL WORK SESSION & REGULAR MEETING**

January 3, 2018

Approved Minutes

Mayor Gerald Stanley called the January 3, 2018 work session and regular meeting of the City Council to order at 9:30 am in Room 1 of the Yachats Commons. Council members present: Mayor Gerald Stanley, Barbara Frye, Jim Tooke, Greg Scott, and Max Glenn. Staff present: City Manager Shannon Beaucaire, Water Plant Lead Rick McClung. Audience: 31.

**I. Work Session Discussion Topics**

Mayor Stanley explained Councilors would discuss their thoughts on the comments from the last meeting.

**A. Public Comment from December 13, 2017**

Councilor Frye expressed appreciation for all of the community events over the holidays. Frye noted the honesty and respect with which people spoke and realized the importance of informing the community about what they do. She was struck by the perception of people that the Commons is becoming an events center. She believed the fee structure went from one extreme to the other and suggested some parts be reevaluated.

Councilor Tooke reported he experienced confusion about how the City operated when he first joined the Council. He believed the Council needed to get more clarity on roles and improve communications.

Councilor Scott noted Manager Beaucaire has already scheduled regular meetings with the public. He reported he has asked the Parks and Commons Commission to examine the insurance questions and expanding categories of rental groups. He believed the City puts out a lot of information on the website and in the document library.

Councilor Glenn appreciated the input and believed a conversation has been started. He noted his surprised at how many people had been to the website, but he noted they quickly heard the website is not user friendly and people could not find what they were looking for. Glenn summarized he heard expressions of pain, grief, resistance to change, betrayal, suspicion of powers, need for information, loss of community, rumor as communication, and recognition of an evolving organization. Glenn asked people to think about what community is to them. He believed part of community is the ongoing discussion beginning at the December 13, 2017 meeting. He was pleased with the feedback he has been getting since the last meeting.

Mayor Stanley believed the meeting was positive in that people got to voice their opinions. He asked Fran Morse to repeat what she had said in the January 2018 newsletter. Mayor Stanley discussed issues around a city becoming a tourist town. He remained confident about the future. He asserted the distinction between a community center and an events center is both useful and destructive. He believed user fees needed to be readdressed. He discussed issues around whether the Commons loses money on the operations of the Commons. He believed insurance is a big question.

1 Frye wanted to address specific instances such as the Friends of the Commons feeling  
2 devalued. She also expressed concern for Carl Miller, his theater group, and the art group.  
3 Scott thought steps are being taken to address the groups, the insurance, and the fees. Mayor  
4 Stanley and Frye wondered if a committee to examine these issues would be warranted. Scott  
5 was not in favor another committee for this matter as it falls under the purview of Parks and  
6 Commons.

7  
8 Glenn suggested they face an organizational question about how all the pieces interact. Glenn  
9 noted the issue around a nonprofit whose sole purpose is benefit another entity. He noted he  
10 has asked the City Manager to get a legal opinion on this issue, as this relationship needs to be  
11 clarified. Mayor Stanley asserted he has been in favor of raising the standing of Commissions.  
12 He believed the Friends groups have contributed more than raising money. Tooke stated his  
13 understanding of the Commissions is to advise the Council. Scott noted the mission statements  
14 of the Friends groups explain their purpose. Frye encouraged Manager Beaucaire to continue  
15 to establish better electronic communications. Frye discussed some problems around using  
16 Facebook as a communications medium. She suggested a Conversation in the Kitchen group  
17 similar to Art in the Kitchen. Glenn added that there have been unwritten approaches where  
18 people with certain skills step up to do something and things are now changing. Mayor Stanley  
19 concluded they had identified the issue and would address solutions at a later time.

#### 20 21 **B. Request from Library Commission & Update on Library Move**

22 Manager Beaucaire read the request from the Library Commission passed at their last meeting:

23  
24 The Library Commission recommends to the City Council that a maximum of \$75,000 of  
25 the John Lester Hall Jr. bequest to the library be dedicated to the Library Move Project  
26 and that these funds be expended in a manner and for such purposes as will be mutually  
27 agreed upon by the Library Commission and the City Council.

28  
29 Glenn believed the request made sense. Scott clarified these funds would be applied to the  
30 internal parts of the building and not to getting the building ready for occupancy.

31  
32 Mayor Stanley reported former Library Commission Chair David Dunsdon had requested the  
33 Council advise and clarify the roles and authority of the Library Commission, the 2+2  
34 Committee, the Library volunteers, the Friends of the Library, and the library shepherd. Glenn  
35 referred to Manager Beaucaire's previous email replies to Dunsdon. Glenn read YMC 2.08.04  
36 regarding the duties of the Library Commission. Beaucaire noted there is no delegation clause  
37 in 2.08.04 under which they could pass their duties to another group. She added that the  
38 Library volunteers help to manage the library as required in YMC 2.08.040.

39  
40 Library Commission members Marion Godfrey and Nikki Carlson clarified they were not aware  
41 of Chair Dunsdon's initial request for clarification. Godfrey clarified the Library Commission  
42 delegates day-to-day management of Library operations to Janet Hickam and Janet Ratcleff.  
43 Godfrey noted "director" is a more appropriated term for those roles.

44  
45 Manager Beaucaire summarized the email from Chair Dunsdon inquiring about legal or ethical  
46 issues around how the Hall funds were being used. Glenn asked Godfrey and Carlson if there  
47 were issues for the Library Commission around the role they have. Godfrey indicated the  
48 Commission understands its role.

49  
50 Mayor Stanley believed there was confusion between the 2+2 Committee and Commission  
51 roles. Godfrey indicated Commissioners were satisfied with the way things were working.

1  
2 Tooke asked if the other items on Dunsdon's list needed to be addressed at this meeting.  
3 Godfrey stated the Library Commission is comfortable with the ways things are working.  
4

5 Mayor Stanley asked why the 2+2 Committee meetings had to be made public. Manager  
6 Beaucaire clarified they were instructed to have public meetings that are ADA compliant and  
7 with minutes when they were at an earlier ethics training in Newport. Mayor Stanley believed the  
8 2+2 Committee was not a Committee but a work group.  
9

10 Frye explained her interpretation of the role of Council shepherds in tracking work and project  
11 areas. Scott suggested the 2+2 and the shepherd roles had previously been confused for some  
12 people. He saw the shepherding role as for informing the Council and the 2+2 role as doing the  
13 work for the project. Carlson clarified this confusion might be a remnant from previous  
14 discussions on role hierarchies.  
15

16 Frye summarized recent work of the 2+2 Committee and referred to a document in the meeting  
17 packet on scope of work for occupancy expenses and library move expenses. She noted there  
18 were some categories that did not fall neatly into those two categories.  
19

20 Frye noted the Committee now planned to have the City rather than the Friends of the Library  
21 apply for the Ford Foundation grant. Glenn suggested the interior windows and entries should  
22 fall under the move expenses. Frye noted Loren Dickenson has been extremely helpful in  
23 developing conceptual layouts for the interior. She summarized the next steps of the 2+2  
24 Committee work.  
25

26 Frye stated they are considering holding a public meeting to get input on the conceptual layouts.  
27 Godfrey noted the Library Commission would be making another iteration on the layout.  
28

29 Mayor Stanley stated he was not clear on what monies were being requested from the City.  
30 Frye noted they do not know what the improvements will cost so they cannot say what will be  
31 asked of the City. Glenn expressed concern about fundraising without having established costs.  
32 Nan Scott, Treasurer of the Friends of the Library, noted the only grants they have applied for  
33 are related to interior items.  
34

### 35 **C. State of the City**

36 Frye asked when the State of the City would be scheduled. Mayor Stanley noted the Council  
37 would set the agenda for the State of City. Councilors agreed March is an appropriate time.  
38

### 39 **D. March 14, 2018 Joint Session with Lincoln County Board of Commissioners**

40 Mayor Stanley stated the Council needs to decide on topics they wish to address for their  
41 meeting with the County Commissioners. Glenn wanted information about the County  
42 permitting and inspection processes and the rules around tiny houses outside of the City limits.  
43 Scott wanted the Commission to understand the City of Portland has adopted new legislation  
44 around tiny houses. He would like the Commission to adopt similar measures. Mayor Stanley  
45 wanted information on the contract involving pollinator plants, especially for parks within the  
46 City. He also wanted to see if Lincoln County could do something about transportation to  
47 Florence, given that Lane County has dropped the project.  
48

### 49 **E. Request from Lincoln County for Commons/Fair Ground Visioning Process**

50 Manager Beaucaire noted she received an email from Kevin Greenwood asking for a  
51 representative from Yachats to serve on the Fair Grounds Committee. Mayor Stanley noted

1 Lincoln has renamed the fairgrounds the County Commons and wants a City Councilor to serve  
2 on a the committee. Tooke volunteered to attend the January 8, 2018 meeting.

3  
4 **F. Ocean View Road Engineering Analysis & Survey**

5 Tooke explained that the County has indicated they will transfer Ocean View Drive and Marine  
6 Drive to the City. He summarized the situation with potential archeological sites, over paving,  
7 the need for one-way traffic, and erosion along the cliff. He reported the preliminary idea is to  
8 make Ocean View on-way from the Landmark to W 7<sup>th</sup> St heading north. He noted he, Glenn,  
9 and Manager Beaucaire recently drove the area and conducted a survey of traffic flow options.  
10 Tooke also noted they were considering making W 3<sup>rd</sup> Street one way heading west from  
11 Highway 101 to Pontiac to allow semi trucks to get to the loading dock for C&K on W 2<sup>nd</sup> St. He  
12 added the existing roadway encroaches into private property, and the Council would like to not  
13 take away private property. Manager Beaucaire noted there is a hearing on the legalization of  
14 this property on January 17, 2018, and she needed to know if she could inform the County they  
15 do not need to continue with that hearing as the City has no plans to take the private property.  
16 Mayor Stanley believed the County should take responsibility for removing the roadway on  
17 private property. Manager Beaucaire indicated the County would not do this removal, as the  
18 County's solution is simply to take ownership of the encroached areas.

19  
20 **G. Approve Agenda for 1/10/18 City Council meeting at 6 pm in Room 1**

21 Scott and Glenn wanted to not have a vote on the Master Parks Plan. Scott asked if this  
22 document was coming from the Parks and Commons Commission. Commissioners wanted  
23 clarification on what the new/changed parts of the plan were. Chair John Moore of the Parks  
24 and Commons Commission clarified this document was prepared by the former City Manager  
25 and was drafted to be part of the Evans/Betz grant project. Scott asked that someone present  
26 the document and changes at the next meeting. Tooke clarified the City has set aside \$200,000  
27 from Visitors Amenities Funds to go the Evans/Betz project.

28  
29 Councilors consented to the agenda.

30  
31 Mayor Stanley adjourned the work session of the City Council at 11:29 am.

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33  
34 **REGULAR MEETING**

35 Mayor Stanley called to order the regular meeting of the City Council at 11:37 am.

36  
37 **I. Public Comment/Citizens Concerns**

38 Nan Scott (480 Combs Circle) commends the Council for the work they are doing to encourage  
39 community. She believed a community center is a place that is welcoming to the community.  
40 She believed it should not be a financial burden for residents to use the Commons.

41  
42 **II. Request from Library Commission & Library Project Move**

43 Scott moved to approve the recommendation from the Library Commission for the use of  
44 \$75,000 from the Hall Bequest for the Library Move Project and to direct the City Manager to  
45 include the appropriate amount in the proposed budget: Aye – 5; No – 0.

46  
47 **III. Ocean View Road Engineering Analysis & Survey**

48 Glenn moved to authorize the City Manager to inform County Counsel that the City will be  
49 assuming responsibility for Marine Drive and Ocean View Drive and, therefore, the January 17,  
50 2018 legalization hearing is not needed: Aye – 5; No – 0.

1 Manager Beaucaire clarified the County would make the encroached-upon property legal  
2 County land in order to have clean records prior to giving the road to the City if the City did not  
3 tell them to stop the proceedings. She noted the City would address improvement to the road by  
4 the County at a later time.

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6 **IV. Proclamation: Peace Pole Day**

7 Manager Beaucaire read into the record the proclamation read on January 1, 2018 at the  
8 dedication of the Peace Pole. Glenn thanked the City Manager, Mayor, and Council for taking  
9 this action. Mayor Stanley emphasized the importance of having a reminder for peace in the  
10 shopping district and the heart of the City. Glenn reviewed the history of how the pole was  
11 created. Glenn noted the property owners will be sending a letter giving permission to have the  
12 pole on their property. Glenn also noted ten trees were planted in Africa in honor of the  
13 Reverend Marie Soward Green and a record of the dedication will be registered with the  
14 International Peace Project. Frye suggested creating a record of the history of various  
15 memorials and markers within the City.

16  
17 Tooke noted our country has been involved in war in Iraq and Iran for seventeen years and  
18 there is no discussion on the topic. He would like for people to think about this fact.

19  
20 Glenn moved to adopt the Proclamation for January 1, 2018 as Peace Pole Day in Yachats,  
21 Oregon: Aye – 5; No – 0.

22  
23 **V. Other Business**

24 Glenn noted the January issue of the Yachats Gazette features an article on Manager  
25 Beaucaire.

26  
27 Mayor Stanley adjourned the regular meeting at 12:02 pm.

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33 GERALD F. STANLEY, Mayor

34 ATTEST:

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37  
38 \_\_\_\_\_  
39 Shannon Beaucaire, City Manager

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Date