

1. 2:00 P.M. Agenda

Documents:

[2023-12-20 City Council Regular Meeting Agenda.pdf](#)

2. Meeting Materials

[2023-10-Financial-Report-Urban-Renewal](#)

[2023-10-Financial-Report-General-Fund](#)

[2023-10-Financial-Report-FUNDS-100-150-660-670](#)

[2023-10-Financial-Report-Council](#)

[2023-10--Financial-Report-Public-Works](#)

[2023-10-Fund-Balances-And-Contract-Exp](#)

Documents:

[12.20.23.CM REPORT. City Council Regular Meeting.pdf](#)

[2023 December Public Works Department Report.pdf](#)

[Water Report November 2023.Pdf](#)

[CIP Spend YTD Public Works.pdf](#)

[CIP Spend YTD General Fund.pdf](#)

[CSC Report - December.pdf](#)

[2023-12-04 Emerg Prep Action Summary.pdf](#)

[2023-11-02 Council WS Summary.pdf](#)

[2023-11-15 Council Reg Meeting Action Summary.pdf](#)

[2023-11-16 Library Summary.pdf](#)

[2023-11-14 PWS Summary.pdf](#)

[12.20.23.TLT Report.City Council Regular Meeting.pdf](#)

[Angell Fact Sheet_Final.pdf](#)

[CenterFlier-Angell_W.pdf](#)



CITY OF YACHATS
441 N Hwy 101, Civic Meeting Room 1
Wednesday, December 20, 2023, at 2:00 pm
To Be Held In-Person & Via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/89654498587>

Meeting ID: 896 5449 8587

Regular Council Meeting

- I. Announcements, Proclamations, and Correspondence
- II. Public Comment - limited to items not on the agenda
(5-minute limitation per person)
- III. Consent Agenda – Vote to Approve
 - a. City Manager Report
 - b. Public Works Report
 - c. Commission/Committee Meeting Summary's
- IV. New Business
 - a. ~~Planning Commission Membership – Possible Vote~~
 - b. Council Meeting 1 x Month Pilot Program
 - c. Transient Rental Tax Presentation
 - d. Angel Job Corps. - Steve Delmar
- V. Ongoing Business
 - a. Homeless Program
 - b. Capital Requests for Commissions
 - c. Council Goals
- VI. Other Business
 - a. From the Mayor
 - b. From Council
 - c. From Staff

The Yachats City Council meetings are open to the public and interested citizens are invited to attend via Zoom. 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.

POSTED November 11, 2023 By: Kimmie Jackson Deputy City Recorder



City Council Regular Meeting
Meeting Date: 12.20.2023

AGENDA ITEM SUMMARY

ITEM NO: Consent Agenda (a)

ITEM TITLE: City Manager Report

DISCUSSION/ISSUE:

1. *Skatepark Update: The skatepark renovation is well underway. Dave Buckwald and I have met with the leads for Dreamland, the company doing the build, and are on the same page for the workflow. It has an anticipated completion date of the end of January.*
 - a. *There will need to be a fence built around the edge for safety, ideally 4-5 ft away from the footprint of the skatepark so it does not impact the water pipe directly at the edge of the footprint.*
2. *Electronic Devices for City Council: The city manager suggested that the city council consider using city-issued electronic devices, such as tablets or laptops, for council meetings, city email, and council agenda packets. She has contacted the City's IT company to obtain quotes.*
3. *Future Agendas: The city manager would like to streamline future agendas and reporting on action items. With electronic devices, it will be easier to utilize links on the agenda to reports and supporting documents.*
 - a. *The City of Newport has an excellent example of the agenda, with each agenda item linked to a city manager's report on the item and supporting documents. [Here is an example from their December meeting.](#)*
 - b. *The City of Florence has an excellent example of report templates to the council for each action item to be completed by each department or, in our case, commissions. [Here is an example from their December meeting.](#)*

FISCAL IMPACT:

1. *Outdoor Fencing has been contacted for a bid*
2. *Device cost breakdown*

- a. iPads with keyboards and stylist pens will be \$5,802.85 for seven, including the city manager and deputy recorder—or \$4,144 for four councilors and the mayor.
 - b. Laptop- ACEMAGIC Laptop 15.6 FHD 16GB DDR4 512GB SSD, Intel Quad-Core 12th will be \$4,588.50 for seven, including the city manager and deputy recorder—or \$3,277.50 for four councilors and the mayor.
 - c. [Ipad quote](#) and [laptop quote](#) from National Business Solution
 - d. Training and setup costs \$399, regardless of which device is chosen.
3. Changing the agenda layout will have no fiscal impact.

RELEVANCE TO 2023 COUNCIL GOALS:

- a. Achieve water sustainability- N/A
- b. **Deliver efficient, effective, transparent municipal services:** how we do our agendas and packet materials in a consistent format fits into this goal.
- c. **Provide safe access to and use of city infrastructure, trails, and parks:** Upgrading the skatepark and placing a fence around it fits this goal.
- d. **Environmentally responsible in all we do:** Utilizing electronic devices for City Council meeting agendas will significantly reduce the waste of printing complete agenda packets for each councilor.
- e. Effectively manage and plan for the city's financial needs- N/A
- f. Synchronize and update city policies and administrative rules- N/A

RECOMMENDATION:

1. *Approve the city staff to move forward with fencing bids, planning for expenses, and hiring the chosen company to start the work on creating a safe fencing barrier around our freshly maintained skatepark.*
2. *Approve using an electronic device for city council agendas with the knowledge that a printed version will be available upon request.*
 - a. *Choose the type of electronic device: iPad or Acer laptop.*
3. *Approve trying new agenda layouts with electronic devices supporting the linking from agendas to reports.*

PREPARED BY: Bobbi Price, City Manager

ITEM'S ATTACHED:

[City of Newport Agenda and Supporting document example](#)

[City of Florence Action Item example](#)

[Agenda Item Template](#)

[iPad Quote](#)

[Laptop Quote](#)



Date: December 8, 2023
To: Bobbi Price, City Manager
From: Public Works Department
Re: November 2023 Public Works Report

Rainfall at Yachats Public Works:

	2023	<u>Inches</u> 2022	2021	2020
November	7.05	8.23	10.39	8.78
Rain year to date:	48.52	47.06	49.64	51.24

Total water produced: **3,161,600 gallons**

Total water accounted for: **n/a gallons** Water loss efficiency: n/a %

Total wastewater treated: **5,357,000 gallons**

The following is a list of what was done by Public Works staff in November 2023.

Streets:

- Repaired delineators on Ocean View Drive.
- Filled potholes on King St., Pacific View Drive, 6th St, La De Da Lane, Shellmidden Way.
- Working to repair crosswalk flashing sign.
- Removed fallen tree from 4th St.

Storm Drainage:

- Storm drain inspections.
- Culvert cleaning Windsong, King St., Intersection of Beach & Ocean View Drive.

Water Treatment Plant:

- Water systems operations.
- Plant Maintc.
- Reedy Creek clean.
- Clarifier takedown for inspection.

- Prepared for water survey at the WTP.

Distribution Sys:

- Meter reading and rereads.
- Meter replacement and installation.
- Meter maintc.
- Meter rereads.
- Water meter test completed.
- Water leak inspection on E.3rd.
- Relocated water service on Blackstone.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.

Collection Sys:

- Lift station inspections.
- Degrease lift stations.
- CCTV 94 feet of storm drain on Marine Drive.
- Lift station float cleaning.

Public Works:

- Shop maintc. and clean up.
- Fleet maintc. & repair.
- Equipment maintc. and repair.
- Multiple locates.
- Brush box handling.
- PW administration.
- Piles picked up for Trails crew.
- Garbage removal at the Commons.
- Safety meeting.
- Generator training.
- PW yard clean-up.
- City Hall work orders.
- Addressed citizen complaints.
- Civic Campus light repairs.
- Newport and Toledo parts run.
- New brush box fence completed.
- Christmas banners and lights were installed.



	7.2022	8.2022	9.2022	10.2022	11.2022	12.2022	1.2023	2.2023	3.2023	4.2023	Apr-23	May-23	23-Jun	23-Jul	23-Aug	23-Sep	23-Oct	Nov-23
Gallons of Water Produced																		
Water Plant	4,981,200	5,983,000	5,468,700	4,517,000	4,198,200	3,829,500	4,462,900	3,488,800	3,961,800	4,714,300	4,159,700	4,992,400	4,669,600	5,284,800	5,796,500	4,901,400	3,312,700	3,161,600
Total	4,981,200	5,983,000	5,468,700	4,517,000	4,198,200	3,829,500	4,462,900	3,488,800	3,961,800	4,714,300	4,159,700	4,992,400	4,669,600	5,284,800	5,796,500	4,901,400	3,312,700	3,161,600
Gallons of Accounted for Water																		
Reservoir Level Feet	31.5	26.5	28.2	27.8	29.7	29.0	24.3	30.0	29.5	29.5	29.5	29.5	29.6	29.2	29.7	29.4	29.8	25.5
Reservoir +/- Gallons 41,666 per Foot	579,157	208,330	70,832	16,666	83,332	29,166	195,830	237,496	20,833	0	0	0	4,166	16,666	213,330	12,499	20,833	179,163
Waterline Flushing Gallons	610,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gallons Sold	3,502,419	5,267,797	4,206,601	4,327,576	2,554,239	3,103,279	3,671,984	3,030,641	3,344,150	7,476,533,580	4,062,701	12,703,904	5,480,797	5,544,211	5,572,472	5080564	3,557,068	
Total Water Accounted for	4,691,576	5,059,467	4,277,433	4,310,910	2,637,571	3,132,445	3,867,814	3,268,137	3,364,983	7,476,533,580	4,062,701	12,703,904	5,476,631	5,476,631	5,593,802	5205563	3,577,866	
Final Water Report																		
Water Loss Efficiency	94%	85%	78%	95%	63%	81%	87%	93%	85%	1585%	98%	254%	117%	103%	96.50%	102%	108%	
Unaccounted Gallons per Month	289,624	923,533	1,191,267	206,090	1,560,629	697,045	595,086	220,663	596,817		1							
Unaccounted Gallons per Minute	6.7	21.3	27.6	4.7	36	16	13	5.1	13		2.2							

CIP Report
July-Oct. Nov FY 23-24
Public Works

Department	Project Description	Amount from Revised CIP	Expected Spending at June 30, 2023	Actual Spending at June 30, 2023	Reduced (Increased) Spending		Revised 23-24	Spending Jul-Oct 23-24	Spending Nov 23-24
					23-24	CIP	Spending		
Waste Water	WWTP Airvalve Actuator	8,000	8,000	7,957	43	0	43		
Waste Water	Spare Actuator Valve				0	8,000	8,000		
Waste Water	SBR Waste Pump				0	12,000	12,000	5,639.00	
Waste Water	Multi VFD Upgrades				0	25,000	25,000		
Waste Water	UV Disinfection Control Upgrades				0	30,000	30,000		
Waste Water	Wastewater Collection System Design Standards				0	5,000	5,000		
Waste Water	PW Rehab - Rollup Doors				0	140,000	140,000		
Waste Water	Shop Lighting Upgrade				0	10,000	10,000	16,290.00	
Waste Water	Man Doors PW Building #2				0	15,000	15,000		
Waste Water	GIS Mapping and Geolocation Utility Line Hardware				0	25,000	25,000		
Waste Water	Wastewater Unplanned Contingency				0	25,000	25,000		
Waste Water	Bypass Connectors	8,000	8,000	7,070	930	0	930		
Waste Water	Submersible pump elec plugs (Engineering)	44,525	44,525	13,632	30,893	0	30,893	18,304.70	
Waste Water	Submersible pump elec plugs (Installation)	25,000	0	22,664	(22,664)	265,000	242,336		
Waste Water	Public Works Slide Gate	15,000	0	0	0	20,000	20,000		
Waste Water	Integrator of Record	5,000	5,000	2,930	2,070	0	2,070	1,899.60	
Waste Water	AED Shop	6,000	6,000	0	6,000	0	6,000		
Waste Water	Main Pump Station Improve	23,000	23,000	0	23,000	50,000	73,000		
Waste Water	Inflow & Infiltration	40,000	40,000	8,616	31,384	40,000	71,384		
Waste Water	Hanley Drive Sewer Manholes				0	20,000	20,000		
Waste Water	Total	174,525	134,525	62,869	71,656	690,000	761,656	36,494.30	0.00
WW Equipment	Tractor	58,000	58,000	58,000	0	0	0		
WW Equipment	Platform Lift	45,000	45,000	45,000	0	0	0		
WW Equipment	Portable Generator	60,462	60,462	33,764	26,698	0	0		
	Total	163,462	163,462	136,764	26,698	0	0	0.00	0.00
Water	E 2nd Street Waterline Engineering	1,500	1,500	1,558	C (58)	0	0		
Water	E 2nd Street Waterline Construction				0	154,375	154,375	160,775.23	
Water	#2. Water Source Plan	17,269	17,881	18,509	C (628)	0	0		
Water	South Tank Earthquake Valve	98,880	98,880	62,633	36,247	0	36,247		
Water	Backwash Recycle System	286,440	146,440	168,642	(22,202)	140,000	117,798	2,421.75	84265.00
Water	SCADA Upgrade	49,044	0	2,616	(2,616)	49,044	46,428		
Water	WTP Upgrade CIP Annually	30,000	30,000	5,022	24,978	30,000	54,978	7,559.48	115.30
Water	Water Tank Design Development		0	0	0	10,000	10,000		
Water	Water Plant Clarifier		0	0	0	150,000	150,000		
Water	Service Truck with Lift		0		0	80,000	80,000	79,142.44	
Water	Service Truck Ranger				0	30,000	30,000	28,945.44	
Water	Public Works Slide Gate	15,000	0		0	20,000	20,000		
Water	Integrator of Record	5,000	5,000	2,957	2,043	0	2,043	1,899.60	
Water	Annual Hydrant Replacements	8,000	8,000	931	C 7,069	8,000	8,000		
Water	Seismic Retrofit Engineering				0	60,000	60,000		
Water	SWLPUD Linkup Engineering				0	75,000	75,000		
Water	Unplanned Contingency				0	25,000	25,000		
Water	Property Acquisition, surveys, geotech	250,000	0		0	250,000	250,000		
Water	Total	761,133	307,701	262,868	44,833	1,081,419	1,119,870	280,743.94	84,380.30
Storm Drains	Prospect to Loma Drains	40,000	0	0	0	30,349	30,349	12,395.00	
Storm Drains	Stormwater Master Plan	50,000	20,078		20,078	29,022	49,100		
	Total	90,000	20,078	0	20,078	59,371	79,449	12,395.00	0.00
Streets	East 2nd St - phase 2 Street Proj Engineering	15,000	15,000	9,868	5,132	0	5,132		
Streets	East 2nd St - phase 2 Street Proj Construction	97,000	97,000	0	97,000	132,281	229,281	283,819.12	
Streets	East 2nd Street Phase 3 Engineering	13,000	0	0	0	13,000	13,000		
Streets	Gimlet Gates	35,000	0	0	0	35,000	35,000		
Streets	Highway 101 Delineators	40,000	0	0	0	40,000	40,000		
Streets	Total	200,000	112,000	9,868	102,132	220,281	322,413	283,819.12	0.00

CIP Report
July-Oct. Nov FY 23-24
General Fund

General Fund					Reduced (Increased)			Proposed			
	Project Description	Amount from Revised CIP	Expected Spending at June 30, 2023	Actual Spending at June 30, 2023	Spending 23-24	23-24 CIP	Revised 23-24 Spending	Change Number 1	Change Number 2	Spending Jul-Oct 23-24	Spending November 23-24
City Hall	Conex Installation	20,000	0	0	0	20,000	20,000				
City Hall	501 Gutters/Facia/Building Repairs	0	0	0	0	20,000	20,000				
City Hall	Security Upgrades	20,000	10,000	1,266	8,734	10,000	18,734			5,064.00	0.00
		40,000	10,000	1,266	8,734	50,000	58,734			5,064.00	0.00
Commons	Gutters/Facia/Roof	35,000	0	0	0	35,000	35,000		67,000		
Commons	M/E/P Updates	0	0	0	0	25,000	25,000				
Commons	Fire, Safety, Egress, Hardware, Lighting	0	0	0	0	25,000	25,000				
Commons	Security Updates	0	0	0	0	10,000	10,000				
Commons	Sound & Lighting Updates	0	0	0	0	25,000	25,000				
Commons	Generator Relo, Resiliency	0	0	0	0	15,000	15,000				
Commons	Interior Remodel	0	0	0	0	80,000	80,000		60,000		
Commons	Park Master Plan	55,000	25,000	0	25,000	30,000	55,000				
Commons	Masterplan Project Implementation	0	0	0	0	0	0				
	Brush Box Fence and Gate				0	0	0		20,000	13,876.13	654.47
Commons	Commons Park Development	24,000	0	0	0	0	0				
Commons	Commons Engineering	20,000	20,000	1,287	18,713	0	18,713				
Commons	Viewing Platform (now Parks & Trails)	0	0	625	(625)	0	0				
Commons		134,000	45,000	1,912	43,088	245,000	288,713			13,876.13	654.47
LLCM	LLCM Engineering Study	13,000	13,000	12,848	152	0	152				
LLCM	LLCM Rehabilitation	174,000	0	421	(421)	154,000	153,579			3,082.38	284.00
LLCM		187,000	13,000	13,269	(269)	154,000	154,269			3,082.38	284.00
Library	Interior Design	4,000	4,000	3,246	754	0	754			6,226.25	
Library	Grant Writer	6,000	0	3,000	(3,000)	6,000	3,000				
Library	Preparation/Storage				0	3,000	3,000			400.00	
Library	Architectural Design	32,000	32,000	20,038	11,962	6,000	17,962			10,549.84	7323.90
Library	PreConstruction, Permits, Fees				0	7,000	7,000				
Library	Rehabilitation and Addition	296,000	0	0	0	236,000	236,000		204,000		
Library		338,000	36,000	26,284	9,716	258,000	267,716			17,176.09	7,323.90
Parks & Trails	Boardwalk Engineering	110,000	0	0	0	50,000	50,000			383.75	
Parks & Trails	Boardwalk Construction	150,000	0	0	0	0	0				
Parks & Trails	Underground Utilities	200,000	0	0	0	0	0				
Parks & Trails	Skate park Improvements	15,000	15,000	7,500	7,500	10,000	17,500				
Parks & Trails	Pocket Parks	15,000	15,000	22,414	C (7,414)		0			790.23	4575.75
Parks & Trails	Wetlands Viewing Platform	6,000	6,000	11,500	C (5,500)		0			2,214.46	
Parks & Trails	Archeological Testing	4,000	4,000	4,900	C (900)		0				
Parks & Trails		500,000	40,000	46,314	(6,314)	60,000	67,500			3,388.44	4,575.75
	Civic Departments Totals	1,199,000	144,000	89,046	54,954	767,000	836,931			42,587	12,838
	Streets	200,000	112,000	9,868	102,132	220,281	322,413			283,819.12	0.00
	Storm Drains	90,000	20,078	0	20,078	59,371	79,449			12,395.00	0.00
	General Fund Totals	1,489,000	276,078	98,914	177,164	1,046,652	1,238,793			338,801	12,838

We have selected the contractor for the siding and eave project. The project will start December 18th.

The electrical room is in much better shape! We're adding more pipe to direct the spring through the walls, into the channel drain. We're also sealing a portion of the concrete foundation. There's still water seeping through the wall after heavy rain. The deco vent covers and channel drains on the east side of the building have surely reduced the accumulation of water.

We have requested an estimate for a monument sign for City Hall and the Commons reader board.

The basement kitchen sump pump was burned out. It has been replaced. This is not the same sump pump that was installed outside of the electrical room.

We trimmed back branches around the playground fence and a more aggressive pruning will be happening soon. The bushes will fill back out next spring/summer. The fence will be repaired soon and then stained this spring. We will also likely stain the benches and the treehouse.

The fence between the playground parking lot and the blacktop in front of the pavilion has been repaired.

Several doors to the commons were not latching properly. They have been fixed.

The need for additional security measures at the Commons has become apparent. We are exploring options.

Art that was given to the Commons by Cape Perpetua will soon be on display in the room 8 windows.

City Hall is getting new led workspace lights in the reception desk area.

Pest control has been addressing rodent issues at City Hall.

The fob system installation on the glass double doors to the Commons has begun. The fob scanner and keypad will be next to the automated door opener button. The work should be complete by the 21st.

We installed an outlet installed in the civic meeting room. This has helped reduce wire clutter by the sink. The wires still need to be cleaned up a bit.

We are considering moving the piano out of the kitchen and into room 8. The piano's legs are broken, and I have been told it is not often used and takes up valuable kitchen space. It may be used more often if it is fixed and moved.

There has been a request for a different refrigerator arrangement in the upstairs kitchen. This will be discussed at the next advisory group meeting. The desire is to have a community refrigerator in the main cooking area vs on the west wall. It may be that a countertop height unit next to the island would work.

The heating and cooling system is still not functioning correctly. I have reached out to the company for assistance. Part of the problem is caused by sensors being mounted too high. Our phones periodically lose connection to the units as well.

New tongs and potholders have arrived for the kitchen.

We are exploring adding baffles in the multi-purpose room for sound.

The new lighting on the east wall of the multi-purpose will help with lighting for art shows and other events. We were planning on track lights, but those would have been vulnerable to damage when the space is used as a gym. The lights we chose are recessed, directionally adjustable, LEDs that are connected to a dimmer.

Pro panels to display art have arrived. They will be placed in front of the multi-purpose room closet and the large tv cabinet during art shows. We have a new and improved art hanging system that will be installed in the mp room as well.

Stage storage cabinet construction has been delayed. These cabinets will be used to organize and protect equipment.

We are discussing replacing or reconfiguring the shelves in the multi-purpose room storage closet. We want to find ways to keep stored items orderly and easily accessible.

We have been exploring how to make under stage storage easier to use. Often, tables are left out because the carts are difficult to use. Adding handles to the carts, replacement wheels, tracks for the carts to keep them straight, a pully system to move the carts in the back, and additional access ports would help quite a bit.

The odoe resiliency grant meetings have gone well. We're discussing renewable energy for the civic campus and possible subsequent grants. The grant consultants have identified the multi-purpose room storage closet as a space that would work well for solar battery banks and electrical equipment. That would impact community use of the space quite a bit. The reasoning is that the dry concrete enclosed space would provide a cocoon of safety for electrical equipment.

Public works has been addressing the lights around the exterior of Commons. There are some remaining tasks that require an electrician. I have reached out for an estimate.

We are adding bird netting to the Pavilion to prevent bird injuries and deaths. We will discuss adding decals to the windows to prevent bird strikes. We are still hopeful the plexi-glass project will happen.

The Pavilion lighting and outlets need to be replaced. We are hopeful this will happen in the coming year.

We may be adding a wall in the electrical room to create a storage area.

I have implemented new cleaning and checkout procedures for renters. There is a guide for where to store equipment and a diagram for under stage storage included in renter packets. At the end of most events, people are tired, and they want to go home. It is not intentional, but sometimes things are left for the next group of people. These new checkout and cleaning lists will help people know exactly what to do to prepare the space for the next group of people.

Feel free to contact me with any questions or comments. I am happy to be of service to our amazing community!

Krystal Geisinger, Community Services Coordinator

citycoordinator@yachatsmail.org 541-272-4213

ACTION SUMMARY

Date:	December 4, 2023
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	James Sanders, Don Growth, Linn West and Alex Cox; Staff: Morphis and Jackson
Absent	Drew Roslund, Jill Asch and Rick McClung

1. Agenda Item and Notes, Decisions, Issues	
Topic	Discussion
Announcements or Correspondence	None
2. Agenda Item Citizens Concerns	
	Sanders stated that he can cove for the Chair until the January meeting but will be out of town for three months after that.
3. Agenda Item #3	
Recruitment of new members	The group discussed running articles in the city newsletter, written by the Mayor & Chair; possible community gathering offering pizza; setting up a booth at the Resiliency events.
Action Items:	Jackson will get volunteer forms for the Chair to have on hand for the events; to find the tags to update the maps that are still in the civic meeting room box.

CITY OF YACHATS EMERGENCY PREPAREDNESS COMMITTEE

4. Agenda Item #4

Updates to the EOP File folders in the Civic Meeting Room	Discussed the contents of the file folders and updating the Plan.
Action Items:	City Manager Sant asked Geisinger & Morphis to review the files and put a plan together to see how the program will work with staff and members moving forward.
	Contact Lincoln County Emergency Management for mobile units to purchase. Contact is Samantha Buckley
	Sanders will try to get an update for the blankets from Roslund; radio testing.

5. Agenda Item #5

Tabletop	Will hold off; as long as we participate in a county event this will count for the city to maintain their status.
	Sant will speak to the Bookkeeper regarding the financials & status.
Action Items:	After discussion, the committee will ask the planner to assist what is needed to add GoBags as a requirement of a vacation rental license inspection process.
	Morphis received quote on the comm antenna; will check with Buckwald/McClung to make sure we are not in any violations, then to purchase.

Adjournment:	3:07 p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder

CITY OF YACHATS COUNCIL MEETING

ACTION SUMMARY

Date:	November 2, 2023
Time:	9:30a.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Mayor Berdie, Council President O'Shaughnessy, Councilor Whitten-Carey, Councilor Scott, and Councilor Collins
Absent	N/A

1. Agenda Items #1 Don's Place Update

Topic	Discussion
	Council discussed with Pastor Bob and other constituents the Don's Place criteria, guidelines, responsibilities safety, and accommodations to come; bath/shower, laundry facility; receiving monies from the state and county. There are 12 volunteers on board and training is provided. Port-a-potty has been delivered. The estimated cost that is needed is approx.. \$30,000 for a five month period; it would be about \$100,00 for year round staffing paid.
	Last year budget was approx. \$5/6,000. Contemplating setting up 5013c and working in that direction. The shelters have a 15yr life expectancy; maybe seeking a waiver for the plumbing.
Action Item:	

2. Agenda Items #2 Camping Ordinance

Topic	Discussion
	After council discussion, Council agrees to move forward in directing staff to begin drafting an ordinance while referencing Waldport & Newport ordinance.

CITY OF YACHATS COUNCIL MEETING

Action Item:	Councilor Collins will review submitted draft.
Adjournment:	10:36 a.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder

ACTION SUMMARY

Date:	November 15, 2023
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Mayor Berdie, Council President O'Shaughnessy, Councilor Whitten-Carey, Councilor Scott, and Councilor Collins
Absent	

1. Agenda Items #1 Announcements, Proclamations, and Correspondence		
Topic		Discussion
		Proclamation Memorializing Donald “Doc” Slyter was read by Mayor Berdie
		The Siuslaw Restoration Ceramony – The City Manager will be able to attend.
2. Public Comment #2		
	None	
Action Items:		
3. Agenda Item #3 Consent Agenda		
City Manager Report		
Public Works Report		
Commission/Committee Reports – October		
Facilities Report		
City Infrastructure Report		
Action Items:	Vote to approve and passed unanimously	
4. Agenda Item #4 City Manager Contract Update		
		Interim City Manager agreed to revised contract as discussed.

CITY OF YACHATS REGULAR CITY COUNCIL MEETING

Action Items:	Motion was made to accept said contract as discussed. Vote was taken and passed unanimously.	
5. Agenda Item #5 Water Report Update		
	SWLWD negotiations are on hold and need to address other concerns reported by the City Manager	
Action Items:	None	
6. Agenda Item #6 Capital Requests for Commissions/Committees		
	Regarding Policy #1 Council will consider updating this policy.	
	Instructions and forms to be forwarded for completion in January for the Finance Committee	
Action Items:	None	
7. Agenda Item #7 Homeless Presentation (Virtual)		
	Ernest Stephens presented by Zoom- Lincoln County Homelessness Strategic Plan. Presentation attached to the online packet.	
Action Items:	Next steps to review resolution to adopt; then send to the state for corresponding rules.	
8. Agenda Item #8 Camping Draft		
	Item was tabled and will be addressed at another meeting.	
Action Items:	None	

CITY OF YACHATS REGULAR CITY COUNCIL MEETING

9. Agenda Item # Disaster Preparedness Folders	
Neal Morphis & Krystal Geisinger	Short introduction to Council for informational purposes.
10. Agenda Item #10 Sant – Consulting Contract	
	Motion to approve the Mayor to negotiate and finalize regarding said contract for two months
	Vote: Aye – Carey, Collins, O’Shaughnessy, Scott and Berdie
Adjournment:	3:41 p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder

ACTION SUMMARY

Date:	November 16 2023
Time:	10:00 a.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Chair David Rivinus, Commissioner Marion Godfrey, Co-Chair Naomi Steenson, and Commissioner Street Schellhase. Staff: Kimmie Jackson, Deputy City Recorder
Absent	N/A

1. Agenda Item Announcements or Correspondence

Topic	Discussion
	None

2. Agenda Item Citizens Concerns

	None

3. Agenda Item Reports

	Review Library expansion and worked on the renovation cost; the commission discussed the possibility of a rebuild. Fund raising options are still available before any decisions can be made; grants are still possible; After commission discussion a motion was made.
	The consensus of the commission is to take the building down, needing ideas for a new design and check in to cost savings; go to the friends to come up with some ideas with them to raise money.
	Assuming there is a consensus of agreement between the Yachats Library Expansion Steering Committee and the Yachats Library Commission, and if those involved find a viable way forward to continue working on this expansion/rebuild project,
Action Items:	A motion is made to have the Commission approach the Yachats City Council requesting permission to raze the current library building in order to replace it with a new building. The vote was called for and passed unanimously.

CITY OF YACHATS LIBRARY COMMISSION

	Commissioner West reviewed the financial report that can be found on the online packet.
4. Agenda Item Library Report	
(37:25)	Traci Altson gave a verbal report on the library for the month on the library's usage and daily statistics and ongoing business.
Action Items:	Inform the City the building does not have an AED and needs one at its earliest convenience.
5. Agenda Item Friends of the Library	
	There is a Santa Breakfast and they have requested books approximately 400; have received books from a person's personal library and will be having a sale, prices will be from \$5.00 to \$60.00
Action Items:	None
6. Agenda Item Resiliency Update	
	Chair Rivinus has been attending the meetings that are from 6-8pm, and will keep the commission apprised at the meeting.
Action Items:	

Adjournment:	3:07 p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder

ACTION SUMMARY

Date:	November 14, 2023
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Chair Linn West, Co-Chair Don Groth, Commissioner Bob Bennett, Commissioner Kevin Erdahl, Commissioner James Welch, and Commissioner Don Phipps; Staff: Dave Buckwald, Wastewater Lead, Rick McClung, Water Lead and Kimmie Jackson, Deputy City Recorder
Absent	

CALL MEETING TO ORDER:

1. Agenda Item - Announcements or Correspondence	
Topic	Discussion
	Thank you to Rick McClung for his 25 years of service to the City.
2. Agenda Item Citizens Concerns	
	Paving of streets needed. Public Works is aware and there is a list of streets and their condition that was done and will be forwarded to Public Works by Commissioner Erdahl.
3. Agenda Item Reports	
	Public Works report is attached to the online packet for review for the last two months. The drainages & streets re being worked on; the backwash project will be starting up on Nov. 21 st ; the Gimlet gates will move forward with moving the gates; waiting on costs for the clarifier at the water plant. In negotiations with owners of the property located next to the water plant, will need to get a Geotech survey.
	Installing barriers on Ocean View Dr. and by the Post Office. Did not receive the Transportation Grant.

CITY OF YACHATS PUBLIC WORKS & STREETS COMMISSION

	As for the Storm Water Master Plan will be years end project that will be for PWS, council, parks and planning to review. The pump station improvements for the electrical is proceeding to go out for bid for installation around April/May 2024.
Action Items: (28:28)	A motion was made to ask for staff time to have each account audited of the billing process in order to determine where some of the errors might be, and how we can get them fixed. The vote was called for and passed unanimously. Send request to the city manager
(35:40)	Motion was made to accept engineers' proposals and move forward to put out to bid. The vote was called for and passed unanimously.
4. Agenda Item Continuation of Reports	
	Reviewed financial report that are attached to online packet. Questions surrounded the software costs are for and will need to consult with the finance department for specifics; It was indicated that the insurance is not being allocated properly; discussion around the SDC's should be addressed in the budget.
	The emergency preparedness report was given by Commissioner Growth
Action Items:	
5. Agenda Item Current Business	
	Tabled items Overview project Summary (West) and 2023-24 CIP's & Budget. Commission discussed alternatives to utility rates to compensate for possible lack of annual income from the general fund. Commissioner Welch and Councilor Scott will work together on this project and report back. Exploring the forensic of the utility billing software system; incentives for conservations; explore SDC revenue steam to support the revenue. The goal is to cone up with around \$200,000

CITY OF YACHATS PUBLIC WORKS & STREETS COMMISSION

	Discussed Street Vacations and what to do with the space.
Action Items:	Motion was made to forward this issue to the Planning Commission. The vote was take and passed unanimously.

Adjournment:	4:10 p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder



City Council Regular Meeting
Meeting Date: 12/20/2023

AGENDA ITEM SUMMARY

ITEM NO: New Business (b)

ITEM TITLE: Transient Rental Tax Presentation

DISCUSSION/ISSUE:

The Yachats City Council is considering raising the Transient Rental Tax (TRT) also known as Transient Lodging Tax (TLT) from its current rate of 9% to either 10%, 11%, or 12%.

Recently, Lincoln County raised its TRT to 12%. Newport, Lincoln City, and Depoe Bay also have a TRT of 12%, while Waldport's is 10%.

FISCAL IMPACT:

Raising the TLT tax to 10%, 11%, or 12% will increase revenue for the City of Yachats.

The City's 9% TLT tax revenue is split 61% to the General Operating Fund and 39% to the Visitors Amenities Fund.

Of the percentage over the city's "grandfathered" 9%, 30% will go to the General Fund, and 70% will go to the Visitors Amenities Fund.

"In 2003, HB 2267 placed restrictions on any new or increased TLT imposed by cities or counties by requiring at least 70 percent of the net revenue to go towards "tourism promotion" or "tourism-related facilities" and requiring local governments to allow lodging tax collectors to retain at least 5 percent of local TLT revenues as reimbursement for collecting the tax.

Local governments with TLTs already in place were "grandfathered" under HB 2267. Local governments with pre-existing TLTs must maintain the distribution ratios they had in place on July 1, 2003, but cannot decrease the percentage of total tax revenue actually expended to fund tourism promotion or tourism-related facilities." - [full TLT guidelines linked here](#)

The fund, referred to as the Visitor Amenities Fund, has restrictions on how it can be spent per ORS 320.300 to 320.350. [-full guidelines on how restricted TLT can be spent](#)

[This linked PDF](#) is an example of what the city collected from TLT in FY 22, FY 23, and FY 24, divided into the current split for the General Fund and Visitor Amenities. The far right columns show the distribution with a 1%, 2%, or 3% increase over 9%, with the set 30% and 70% splits.

RECOMMENDATION:

After reviewing what FY 23 would have been with a 1%, 2%, or 3% increase, how much would be gained in the general fund, and how much would be gained in the restricted ORS 320.300 to 320.350 visitor amenities fund.

The City Manager recommends continuing to explore how the city would spend the additional gained and restricted revenue and ensure that it fits into the parameters of ORS 320.300 to 320.350 before deciding to raise the TLT.

ALTERNATIVES:

1. Vote to pass the raise the TLT to 10%, 11%, or 12%
2. Take no action

PREPARED BY:

Bobbi Price, City Manager

ITEM'S ATTACHED:

[League of Oregon Cities Guide to Collecting TLT in Oregon](#)

[Definitions for ORS 320.300 to 320.50 from Oregon Public Laws](#)

[City of Yachats Fiscal Impact from FY 22, FY 23, and FY 24 showing the 1%, 2%, and 3% raise in TLT](#)



Angell Job Corps Civilian Conservation Center



The Angell Job Corps Civilian Conservation Center is located in Yachats, Oregon, just a stone's throw away from the Pacific Ocean along the famous Pacific Coast Highway 101. The 16-acre residential campus is within the Siuslaw National Forest.

Benefits

- ✓ Free to eligible young adults ages 16 through 24
- ✓ Free housing, meals, and basic medical care
- ✓ Earn your high school diploma or GED and Driver License
- ✓ State and or Federal certified apprenticeship programs
- ✓ Hands-on training in high-growth industries
- ✓ Advanced career vocational training
- ✓ Take college-level classes while living on center
- ✓ Opportunity to gain career federal government employment "PLC"
- ✓ Upon graduation, secure a job with good pay and benefits, be placed in an apprenticeship, join the military, or advance to higher education

Career Technical Training

- ✓ International Brotherhood of Carpenter
- ✓ International Union of Painters and Allied Trades
- ✓ International Masonry Institute
- ✓ Home Builders Institute "HBI" Plumbing
- ✓ UAW/LETTC Auto Maintenance – Light Repair
- ✓ Urban Forestry-Natural Resources

Additional Training Opportunities

- ✓ Wilderness Discovery Certification (WDC) program
- ✓ Train as first responders during local, state, and national disasters
- ✓ Wildland Firefighter Certifications
- ✓ Wildland Firefighting Camp Crew Certifications
- ✓ SGA-Student Government Association
- ✓ Y2Y-Youth 2 Youth/JC National Antibullying Group
- ✓ Honor Guard
- ✓ Basic and Advanced Leadership Training

By the Numbers

Students: 160
Federal Employees: 49
Contract Employees: 9
Average Center Budget: \$4.5-6M





Work-Based Learning Partnerships

Angell Job Corps works closely with numerous partnerships, local Non-Profits and businesses to create “earn while you learn” opportunities, provide career ladder opportunities, and promote a culture of employment through collaboration with: Some examples;

- City of Yachats, Oregon Waste Water Treatment Plant
- Oregon State Parks
- Siuslaw and Willamette National Forest

Job Corps Advanced Training Programs

Advanced Training (AT) is a variety of advanced level programs. Students applying for AT get the benefit of continuing to advance their career path or expanding their career options.

Student Programs & Organizations

- **Drivers Education:** Driver's Education is available to all students needing their driver's license. Permits and licensing fees for students are paid for by the center.
- **Living Allowance:** Living allowance paid twice a month.
- **Recreation Activities:** Arts & Crafts, Basketball, Bowling, Games, Movies, Outings, Camping, Hiking, Softball, and Video Games.
- **Student Government Association:** The Student Government Association (SGA) is the voice of our students in center operations.
- **Community Service:** Volunteer opportunities that align with a student's career pathway, such as building new playgrounds, patching up sidewalks, Lyons Club, Veteran Communities or cleaning up parks.

Graduate Benefits

- Connect with a network of employers and community leaders.
- Personal plan with a step-by-step process for entering the workforce.
- For 12 months after graduation, counselors will help you look for a job.
- Transition allowance of up to \$1,200 if a student completes both trade, education and Driver License, to assist you with transportation, housing services and job placement.

Visit youtube.com/DOLJobCorps to hear from successful Job Corps graduates

Contact

Angell Job Corps Center
335 NE Blodgett Road
Yachats, Oregon 97498
541-547-3137



ANGELL

JOB CORPS CIVILIAN CONSERVATION CENTER

335 N.E. BLODGETT ROAD | YACHATS, OREGON 97498 | (541) 547-3137



160

Students



16-ACRE

Rural Campus



NEAR

The Pacific Ocean, within the
Siuslaw National Forest

TRAIN for a career you're
passionate about.



AUTOMOTIVE AND MACHINE REPAIR

Maintenance and Light Repair, Pre-Apprentice*



CONSTRUCTION

Bricklayer, Pre-Apprentice*

Carpentry, Pre-Apprentice*

Painting, Pre-Apprentice*

Plumbing, Pre-Apprentice*



RENEWABLE RESOURCES AND ENERGY

Urban Forestry

**Pre-Apprenticeship programs offer students the hands-on training and education needed to qualify for apprenticeships.*

LEARN new skills that
benefit your future.



Earn your **high school diploma** or the equivalent



Take **community college classes** while living on center



Meet with
career counselors



Participate in **work-based learning** experiences



LIVE on campus
and be independent.



Look around the Angell Job Corps Civilian Conservation Center's campus, classrooms, dorms and more at angell.jobcorps.gov.

ANGELL JOB CORPS CIVILIAN CONSERVATION CENTER CAMPUS INFO

3 Dormitories



2 male dorms



1 female dorm

Full-service **cafeteria**

Shenanigans store with snacks and other essentials

Computer labs

Lounges with TVs

Health services for basic medical needs

Organic garden

A SAFE ENVIRONMENT: Job Corps has a strict **Student Conduct Policy**. Violence and drug use are strictly prohibited to ensure all students can train and learn in a safe environment.



TYPICAL WEEKDAY DAILY SCHEDULE

Exact times will vary from center to center

7a	BREAKFAST
8	
9	Morning Career training and academic classes
10	
11	LUNCH
12p	
1	Afternoon Career training and academic classes
2	
3	DINNER
4	
5	Evening Time to study, seek tutoring, work out, socialize with friends
6	
7	

CONNECT with the right
people and resources.



Develop **leadership skills**
and learn conflict resolution
best practices



Build **professional
and social development**
skills



Network with local
employers and organizations

jobcorps.gov 1-877-763-0580



Job Corps is a U.S. Department of Labor Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to individuals with disabilities. TDD/TTY telephone number is (877) 889-5627.



doljobcorps