1. Agenda

    Documents:

        CC AGENDA 05-10-17 EDIT.PDF

2. Meeting Materials

    Documents:

        04-12-17 CITY COUNCIL.PDF
        05-10 04-05-17 CITY COUNCIL MINUTES.PDF
        05-10 EMERGENCY MEDICAL SERVICES MONTH.PDF
        05-10 FREEDOM CITIES PACKET.PDF
        05-10 JACK BANZ EMAIL.PDF
        05-10 LEGISLATIVE REVIEW ON BILLS.PDF
        05-10 MENTAL HEALTH AWARENESS MONTH PROCLAMATION.PDF
        05-10 OLDER AMERICANS MONTH.PDF
        05-10 PROPOSED RESOLUTION FROM LAYNE MORRILL.PDF
        05-10 PW REPORT APRIL 2017.PDF
        05-10 VACATION RENTALS - OPTIONS 7.PDF
        CODE ENFORCEMENT REPORT APRIL.PDF
        MANAGER S REPORT 04-13-17 THRU 05-08-17.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

CITY COUNCIL MEETING

441 Hwy 101N, Yachats Commons, Room 1

Wednesday, May 10, 2017 at 2:00pm

AGENDA

I. Announcements and Correspondence
(1) Email from Jack Banz re: 501 Building; (2) letter from third-grader to Mayor

II. Public Comment (topics not listed on the agenda;5-minute limitation per person)
Layne Morrill – request for Council resolution on workforce housing

III. Proclamations, Presentations and Special Recognitions (5-minute limitation on presentation)
Mental Health Awareness Month; Older Americans Month; Emergency Services Week

III. Minutes and Reports
A. Minutes: 04/05/17 Work Session; 04/12/17 & 04/24/17 Council Meetings VOTE
B. Accounts Payable for Approval VOTE

IV. Reports
A. Council Reports
B. Department Reports:
Manager, Public Works, Emergency Planning, Code Enforcement
C. Legislative Update

V. Business
A. Declaration of support –"Freedom Cities" VOTE
B. Continued Events Coordinator funding, use of 501 for events – Linda Hetzler VOTE
C. Vacation Rentals – proposed ordinance changes DISCUSSION

VI. Other Business
A. From Mayor
B. From Staff
C. From Council

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review at City Hall, or on the City website at www.yachatsoregon.org. In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a 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 May 8, 2017

CITY OF YACHATS

CITY COUNCIL REGULAR MEETING

April 12, 2017

Minutes

Mayor Gerald Stanley called the regular meeting of the City Council to order at 2:00 pm 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 Joan Davies, Wastewater Department Lead David Buckwald. Audience: 41.

I. Announcements and Correspondence

A. Mayor Stanley announced the Love Letters play is excellent and profound.

B. Mayor Stanley thanked those who took part in State of the City event and the citizens for coming (estimated 120)

II. Citizens Concerns

A. Burgundy Featherkile (Pacific View Dr): Freedom Cities

Featherkile asked the Council to adopt resolutions on Freedom Cities. Featherkile noted the resolutions were started by an offshoot of ACLU, People Power, to get law enforcement, cities, and villages to protect valued members of their communities and to let everyone know all are welcome. Featherkile asserted Rule 6, Redress, is especially important. Stanley appreciated the creative approach and asked for a representative from Newport to report on their efforts in the area. Responses included:

1. Sheriff Landers asserted the resolutions were law. (Judith Farrow)
2. The problem arises when ICE apprehends inmates as they are released from the Lincoln County Jail (Farrow). She noted inmate release information is available online. Stanley reported Sherriff Landers concurred with Farrow's statement.
3. The public could be educated on the appearance of different law enforcement uniforms. There have been situations where ICE identified as police. (Farrow)
4. The armor of ICE in Portland states, "police." (Larry Dalmron)
5. Citizens need to know they do not have to let ICE into their home, can ask for a warrant, and do not have to answer door in middle of night (Victoria Lambert, Ten Mile).
6. The Florence Republican Club reported incorrect information on immigrant community activities to the Florence City Council and asked that schools not be part of sanctuary programs because immigrants were "murderers, rapists, and likely to behead others." The Club is expected to present that night at the Siuslaw meeting. (Victoria Lambert)

Frye explained council could not make a decision at this meeting but they will discuss and do what they can. Scott made note of Yachats' mission statement and explained the Council would need to determine the fit within the City's mission and charter. Glenn stated his support of the resolutions but expressed concern with implementation of some points such as not allowing people in city facilities, as the city does not law enforcement nearby or onsite. Featherkile posited these resolutions could be a foundation for someone to take civil actions. Frye believed making a statement is important and expressed concern for lack of resources for enforcement, citing the example of fireworks on the beach.

Scott wanted clarification on whether the matter would be addressed through an ordinance or a resolution. Glenn would like to find ways to engage immigrant presence in community to provide things that would be supportive to them. Tooke agreed the issue is important and

warrants further discussion. Frye reported the Lincoln County Healthcare Board indicated apprehension of being arrested has not affected use of services.

Glenn asked if there was evidence on people being apprehended in Lincoln County. Mayor Stanley stated he had heard reports in Yachats. Lambert confirmed hearing reports of detainments in Waldport and Newport.

III. Minutes

A. Minutes

Glenn moved to approve the March 1, 2017 Council work session minutes: Aye – 5, No – 0.
Frye moved to approve the March 8, 2017 Council regular meeting minutes: Aye – 5, No – 0.

B. Accounts Payable Report

Scott said he reviewed the report. Glenn moved to approve Accounts Payable: Aye – 5, No – 0.

IV. Reports

A. Council Reports

1. Mayor Stanley attended: (a) Lincoln County Mayor's meeting hosted by Depoe Bay and was impressed with preparations for eclipse, (b) Board of Commissioners yearly meeting that was held in Yachats and all councilors attended, and (c) Council of Governments/Tri-County Council of Mayors.
2. Frye stated she had been to four meetings about transit and noted: (a) the pilot project on Florence bus service will start July 1, 2017 and a bus has been purchased but still stops need to be set, (b) the Lincoln County Transit group is developing a 20 year plan, is struggling with how to stretch resources, and is excited to put labels at bus stops to identify stops, and (c) Lincoln County Health Center discussions are continuing.

B. Department Reports

1. City Manager: Glenn found the report to be very helpful and noted 15 different categories that Manager Davies has put work into. Scott found the report to be concise and easy to read.
2. Public Works: Scott asked for clarification on the difference between the I&I (Inflow and Infiltration) and the Public Works reports and noted the large volume of I&I contribution to the sewer. McClung stated that while improvements have been made, the I&I problem is ongoing. He added that compared to other cities in the area, Yachats is doing well. Scott recommended the wastewater department track trends and asked to see this analysis. Frye asked for an explanation of what contributes to I&I. McClung noted examples of illegal downspouts, cracks in pipes, and leaks around manholes and stated inspections are done during winter and repairs performed during summer. Wastewater Plant Operator Dave Buchwald has a master plan.

   Mayor Stanley asked if Public Works was making progress in grease removal. McClung reported no changes. He reported it took 12 man-hours in February to clean 2 of 5 pump stations. Glenn asked if there was a way to track violations. McClung stated residential tracking is cost prohibitive but they can monitor restaurants.
3. Visitor's Center: Glenn appreciated receiving the quarterly report from the Visitor's Center and was pleased to see projects from the Events Coordinator, Robert Rubin.
4. Code Enforcement: Manager Davies stated she has been doing code enforcement since the departure of the code enforcement officer. Manager Davies stated she would like to have half-time person to do enforcement, it is currently not in budget, but she will put it in budget so council can decide whether to approve.

5. Events Coordinator: Rubin reported:
    a. Rainspout is April 28-30, 2017: a dinner and multiple bands
    b. Music Event before Eclipse: Glenn asked about the eclipse musical event. Rubin said since the eclipse was on Monday morning, it would be useful to have an event on Sunday.
    c. Alternative Energy Fair: Rubin is planning an Alternative Energy Fair on September 16-17, 2017 in conjunction with Electric Car Week. He hopes to have electric cars available for test drives and tours with Steve Burkle at his wind generator plant.
    d. 100th Anniversary – Bev Wilson asked for $2,500 for:
        i. Creating portable exhibits to be placed around the city and to include timelines, city history, Native history, and commons history.
        ii. A picnic on July 16, 2017 to celebrate the 50th anniversary of incorporation and 100th anniversary of US Post Office changing the name from Ocean View to Yachats to possibly include actors to portray key figures in Yachatian history (Beulah, Lester), human spelling of Yachats captured by drone, games, videos, and displays.
        iii. Yachats Academy of Arts and Science presentations
        iv. Presentation on history of the Civilian Conservations Corps (in conjunction with Cape Perpetua), noting they have recorded interviews from people who worked in the Corps

Stanley invited public to come to the Marketing meeting at 8:30 am on April 18, 2017 to share ideas.

Glenn asked Wilson about drop off in visitor numbers this year. Wilson suggested the numbers might be down due to weather and to parking lot disruptions. Stanley urged people to volunteer at the Visitor's Center and Wilson noted visitors come from every state and 22 countries and are usually happy.

Scott noted that from 2015 to 2016, tax receipts went from approximately $990,000 to $1,257,000. Tom Lauritzen stated some of the increase is due to an increase in tax rates and estimated the tax revenues increase to be around 5%.

6. Emergency Planning: none

C. Legislative Update

Manager Davies read the bill titles currently under consideration in the state legislature that might have impact on Yachats and noted the summary is online. Glenn stated the League of Oregon Cities has staff and lobbyists at legislative hearings and reports on bills relevant to city governments.

Scott made special note of a PERS bill, which could have significant impact on early retirement and employer needs.

V. Business

A. Proclamation of April 2017 as Sexual Assault Awareness Month

Lisa Norton, executive director at My Sister's Place, summarized their activities to raise money for and awareness of sexual assault issues. She appreciated the continued support from the Yachats Ladies Club. Mayor Stanley read the Proclamation into the record. Norton asserted the importance of individual efforts to do what they can to eliminate sexual assault. She reported they secured a $500,000 to hire an attorney to investigate sexual assault cases.

Glenn made a motion to adopt the Proclamation regarding sexual assault: Aye – 5, No – 0.

B. 501 Building Usage

Mayor Stanley summarized that the 501 Building was purchased in 2015 as a means to attain additional parking and potentially getting another bank in town. In May 2016, Glenn headed a committee to examine potential uses of the facilities. Mayor Stanley asserted the City is aware of its financial responsibility to either generate revenues from the facility or sell at a profit.

David Dunston (Searose Beach) reported the Library Commission passed 3 motions at its last meeting:

1. Expressing formal interest in 501 Building as a Library
2. Requesting of the Friends of the Yachats Library $2,000 to hire a consultant for interior design
3. Setting meeting topics for the next three months to ask for public input on the Library location and on their strategic plan, to review a cost study on feasibility of moving, and to make a final decision on their desire to move.

Dunston introduced commissioners Marv Wigle, Marion Godfrey, and Nikki Carlson.

Carlson (Hanley Dr) reviewed the history of the Library's interest in the 501 Building, noting that when the council approached library with a plan that included part of the building for bank, the Library declined believing its usage was not a good fit with a bank. The desire to move the Library is due to current space constraints, shelving non-compliance with ADA standards, and shelving non-compliance with state earthquake support requirements. Carlson argued the 501 building could meet needs of the Library well into the future, including additional meeting rooms and closer proximity to evacuation points (but not out of tsunami zone).

Scott asked for show of hands from the audience for who was present specifically for library question: 10 hands raised. Frye reported she and Manager Davies met with Library representatives and expressed her appreciation of the thoughtfulness of commission in thinking through this decision.

Tom Lauritzen explained financial scenarios around facility usage:

a. The City currently pays $17,800 per year in rent for City Hall offices and chambers.
b. The above space could be rented to recover rental income loss to the Friends (1800 sf).
c. The City could restructure financing on the 501 building so as to repay existing borrowing and acquire mortgage at competitive rate in which amortization would not exceed the amount currently paid for rent.

Glenn noted that a library in the 501 Building would satisfy five of the goals the committee raised: (a) private space for person to do Medicare consultations, (b) computer space for public, (c) interpretive kiosk for trails, (d) community history displays, and (e) additional storage. Glenn asked Carlson if the Library would be amenable to having an interactive ATM as part of the facility. Carlson stated that was possible and noted the Medicare consultations could have expanded hours due to the private room.

Yvonne Wolfe suggested the architecture of the building could result in substantial costs due to the need to drill into the concrete floor for stabilization and move electrical circuits.

Dunsdon noted in reference to Lauritzen's cash flow analysis that the old library building were used to generate revenues.

Scott asserted when one has major project needing community support it is best to go through the library because of its importance in the community. Scott was excited by the turnout and library's interest in building. Scott encouraged the commission think outside the box to incorporate the significant changes in electronic communications and to build a library of the future. Frye noted how her work at library showed the importance of library in the community.

Mayor Stanley asked for clarification on community use of meeting rooms and noted he is not in favor of City Hall and the library sharing space.

Rubin reported the 501 Building is scheduled through November 2017, and he supported the Library's move to that facility. Bette Perman (E 2nd St) liked the idea of moving the library but cautioned moving City documents and records closer to water's edge.

McClung revealed he has the 501 blue prints, to the delight of the Library Commission.

C. Parliamentary Procedures – postponed to next meeting

D. Appointment of Temporary Chair to the Public Works Commission

Scott moved to appoint John Moore as temporary chair of Public Works and Streets Commission for a period not to exceed one (1) year: Aye – 5, No – 0.

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B. – continued – 501 Building Usage

Scott asked councilors what other options they want to consider for the 501 Building. Glenn presented the history of interactions with Steve Burkle on using the building as an assembly plant for the EiP turbines. As of last week, Brad and Steve Burkle are still interested. Glenn and Scott noted they will be meeting with the Burkles on April 28, 2017. Glenn suggested the City retain ownership and develop a leasing agreement that would factor in the business growth. Mayor Stanley stated his priority of renting for income. Frye agreed

Stanley says his priority is to rent to Burkle. Frye agreed original Council intent was to have 501 be a rental, but she was would like to see a more firm intent from Burkle. Tooke stated he sees EiP technology and the Library are the two main contenders.

Scott stated he gives priority to what most benefits community and weighs financial aspects less. He concluded a library is a better fit and would be a welcoming presence on the highway. He stated his preference to have City Hall remain where it is. Frye would like to see the old library used for a health clinic. Glenn emphasized that the Commons is a community center not a commercial events center. Scott noted survey results from the Comp Plan study and from the 1990s both indicated residents rate the Commons as instrumental to character of Yachats

Frye raised the issue of shelter for expensive equipment. Scott deferred to Public Works on how best to protect rolling stock. Tooke noted he had not seen any recent activity on the ball field. A discussion ensued on the status of the ball field as usable property.

Councilors reached a consensus that City Hall should not be in the 501 Building and the Library is the better fit for the 501 Building. Tooke summarized the questions before the council are what to do with the library, how to protect rolling stock, and what to do with the 501. Mayor Stanley would like to have Room 3 for offices of YYFAP.

The Council discussed the likelihood of raising an additional $17,000 from rental income from what is now City Hall space.

Dean Shrock, Parks and Commons Commission member, recently addressed usage of The Commons as community center and as revenue generator. The commission decided to cap usage for commercial events like arts and crafts fairs. As an instance of heavy usage without income generation, they commission noted live theater program. Shrock suggested the Council look at potential uses for the ball field.

Frye said she was not sure current city hall space could generate $17,000 in revenue. Shrock asserted from the Parks and Commons assessment that revenue generation from renting the City Hall space is unlikely. Helen Anderson noted the $17,000 figure roughly translates to $1,500 per month and questioned the likelihood of achieving that. Lauritzen noted the entire Commons generated only $22,000 for the entire past year.

The Council agreed that a three-month time frame for the Library to do their discovery was adequate for all parties.

E. Rental Rates and Copying Services

Manager Davies noted she had presented councilors with all documents regarding rental fees. Davies emphasized city staff faces on an almost-daily contact from the public, who are confused about rental rates. She also noted a 1991 Resolution declaring that the Friends of the Commons will provide the City with an accountability of revenues and expenditures. She could find no examples of such reports. She noted a 2016 document on increased rates that was drafted by the Facilities Manager, but never presented to the Parks and Commons Commission, as well as recent Memorandum of Understanding between Polly Plumb Productions and the Friends of the Commons, wherein FYC stipulated a waiver of all Commons fees for Polly Plumb events. Neither the Parks and Commons Commission nor Council was involved in this MOU.

Manager Davies cited examples of confusion that arise over varied pricing, who must pay for room rentals and who uses the building without charge. Davies questions why an event that makes money does not have to pay for room rental. Davies also presented examples of requests for city staff to do copying, collating, folding, and stapling of event programs. She emphasized the burden this puts on staff time and workflow, as well as having the copier in use. Davis reported people asking for services state, “We’ve always done this” in regard to getting clerical support. Davis emphasized rules should not change depending on who is asking. She noted that some of the groups asking for waivers and services state they “give a lot to the City.” Davies noted some people have been told they do not have to pay for rooms up front.

Issues raised around Commons policy included:

1. Confusion about what constitutes a city group (Mayor Stanley). Stanley argued the rental fee policy needs revision and all should pay for rental fee.
2. Equal application of policy.
3. The role of the Facilities Manager (Glenn).
4. Copying and clerical services by City staff.
5. The relationship and MOU between Polly Plumb Productions and the Friends of the Commons. Friends Board Member Shelly Shrock reported her confusion over profit distributions posited in the MOU.

6. Reservations process and system (Anderson). Anderson reported her experience with making reservations for the Yachats Pride event in June was very time-consuming and frustrating. Dean Shrock stated the online reservation system is easy to use.
7. The oversight and jurisdictional relationship between Parks and Commons and the Friends of Yachats Commons
8. Policy on insurance coverage provided by the Friends to small group versus big event (Manager Davies)
9. Jurisdiction of the Friends – can they arrange deals with users without getting approval from the Council or the Parks and Commons Commission? (Dean Shrock)

Scott posited that all copying and clerical services by City staff should cease, effective immediately. Parks and Commons Commission Chairman Moore stated his intention to create clear recommendation on rental fees and policies at their next meeting. Tooke surmised these practices appear to have been going on for a long time and favored having a discussion to determine relationships between all involved parties.

Glenn wanted to review the agreement between the Friends of the Commons and the City. Manager Davies was not aware of such a document, noting she did find the contract for the Facilities Manager employed by the Friends. Glenn posited the council considers drafting a document with the Friends that is more than a contract with the facilities employee.

Stanley read item 2 on the 1991 document relating to waiver of fee for city events and supported the policy of charging rent for non-city events. Scott stated he was not for a blanket statement of everyone paying rent, as there groups who do not charge money but still promote the City, such as View the Future.

Scott indicated that the Friends were formed to raise money to support the Commons facility. Initially they hosted events to raise money. More recently they have raised funds through grants. Scott noted their important work in improvements such as the new LED lights and carpet.

Mayor Stanley asked Manager Davies to succinctly stipulate her wishes. Davies asked that: (1) copying and clerical services be used only for official city business and (2) all parties obey the rules. Scott moved to authorize office staff to only provide printing and other clerical services for official city business: Aye - 5, No – 0.

Frye wanted the council to put in writing their position on following rules so Manager Davies and Clerk Kimmie Jackson do not get blamed for policies that some might not like. There was consensus they put their position in writing and have conversations with the Chair of the Friends and the Facilities Manager.

The council discussed issues around setting pricing policy. Suggested input to pricing included:
Realize there are exceptions (Crestview High School using picnic shelter)
Pricing could factor in the inability to raise sufficient money to cover costs, such as is done by the Health Education Center in Newport (Dean Shrock). Newport HEC charges 10% of revenues.

Tooke noted there is a policy on alcohol. The Council reaffirmed the policy that sale or consumption of alcohol must be approved by the City Manager or Mayor, by way of an application.

Glenn would like to see enactment of an item in the original 1991 resolution that requires FYC to provide an accounting of revenues for events in which money is charged. Mayor Stanley suggested they reaffirm 1991 resolution, effective today, until further notice.

Glenn moved to reaffirm Resolution 208 dated October 1991 as current policy, effective immediately: Aye – 5, No – 0.

Scott moved to authorize City Manager to only apply existing written policy with respect to renting and rates: Aye – 5, No – 0.

The council agreed to take the following actions:

1. Meeting between Mayor Stanley, Scott and FYC President Rose Valentine
2. Meeting between Manager Davies and Facility Manager Sterner
3. Notice to Polly Plumb or FYC that the MOU has not been accepted by the Council
4. A statement in the newsletter

The meeting was adjourned at 5:25pm.

_____
GERALD F. STANLEY, Mayor

ATTEST:

_____ _____
Joan Davies, City Manager Date

CITY OF YACHATS

CITY COUNCIL WORK SESSION AND REGULAR MEETING

April 5, 2017

Minutes

Mayor Gerald Stanley called the 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 Joan Davies, Wastewater Department Lead David Buckwald, Facilities Manager Leon Sterner. Audience: 7.

I. Work Session Discussion Topics

A. Council Retreat

Mayor Stanley thanked Manager Davies, Councilor Glenn and Councilor Frye for their work on organizing a council retreat. Councilor Scott stated he doesn't believe the proposed approach will solve the problem. Scott said his recollection of the previous meeting where the topic was discussed was that a workshop on communications would be voluntary, but the current proposal represents more. The proposed retreat agenda is for "management", not a council. He is not in favor of hiring a consultant and believes the nuances of government such as the state limiting the councilors' interactions outside of meetings does not fit the proposal approach

Frye stated her recollection of the previous meeting was different from Scott's, elaborating that the councilors are not always clear in their intentions. She recalled that the reasons for having a retreat arose from the recognition of the councilors that they have difficulty with how they communicate, how they make decisions, and how well they know each other. A facilitator was deemed to be important. Frye stated her belief that the council has significant communication issues that slow their work down and she is frustrated with their current decision-making process. Frye argued this approach with a paid facilitator addresses communication between them, will increase their efficiency if resolved, and will be an investment in the council.

Based on his previous experience with group trainings, Glenn asserted goals cannot be achieved without an outside facilitator. Glenn's recollections of the last meeting were there was a consensus that a retreat was needed and an outside facilitator was necessary. He found the proposal to be professional and included the necessary topics. Glenn argued that the problem the council has had in getting a retreat set up is proof that a retreat is needed.

Councilor Tooke recalled the decision to have a retreat with a facilitator to be definitive and believed the current proposal to be on target. Tooke believes that as long as councilors do not deliberate City issues, there is no violation of public meeting laws.

Stanley stated he believed the concept of a retreat with a facilitator was an effective idea. He was surprised at current costs of facilitator. Stanley argued a more informal setting would be ideal. Stanley asked Scott to clarify what he believes to be the root problem. Scott believed a candid conversation about communication might be helpful, but the training as planned is a complete waste of time. Frye asked Scott if he was comfortable with the way the council communicates and makes decisions. Scott replied the process is what state law prescribes. Scott stated his belief that the council does not need a training session but instead needs to grapple with what is really bothering them.

Frye and Scott agreed the councilors need to do better job of stating their intentions and goals. Scott stated he does not believe the retreat will do anything to help clarify intentions.

Glenn would like to see a statement from each councilor at the beginning of the retreat as to what their expectations of the retreat are and what will make them happy followed by the facilitator reading back anonymously the statements so they all know the group expectations.

Glenn asked the mayor and councilors to not quote what another councilor has stated when they talk to one another outside of meetings because of individual biases in how they take in and repeat information. Mayor Stanley concurred with this concept but wanted to ensure they do not overly direct the facilitator.

Manager Davies suggested a compromise of having the start of the retreat being a short open discussion without the facilitator. Scott stated he was in favor of Glenn's suggestion about the opening statements.

Frye noted the current discussion was a healthy sign indicative the council's desire to work better together and elaborated on the anticipated benefits of a retreat. Mayor Stanley agreed with Frye's arguments and noted he would not be comfortable not having a facilitator. Tooke stated he was looking forward to the learning experience of such a retreat.

Councilors set a date of April 17, 2017 from 10:00 am to 2:00 pm (3:00 pm if they have lunch) at the Overleaf Event Center for a Council Retreat.

B. 501 Building

Glenn reported there is a revised copy of the subcommittee report of potential uses for the 501 building. He has not recently heard citizen comments on getting a bank to move back into the building and concluded citizens had adjusted to not having a full bank in town. He would still like to have an ATM. Glenn specifically mentioned the subcommittee's recommendation that no renovations should be done to the building until the permanent use is determined.

Scott asked Glenn if the subcommittee had considered Linda Hetzler's idea for an events center. Frye's recollection is that Hetzler's idea was for a temporary usage. Glenn wanted to emphasize the report is for informational purposes only and is not a definitive recommendation. Mayor Stanley asserted that the use of the building as an events center is no longer an option and reported he has heard significant talk about the facility being used for the Library.

Scott said he was an early advocate of moving the Library to the 501 building, but he is not the one behind the current conversations. As the shepherd of the Library, Frye reported from her recent meeting with the Library group their goals to have additional storage, to expand the children's section, to have a more private worktable area, and to do other improvements requiring more space. Frye stated the Library Commission needed clarification on their role and responsibilities around decision-making and funding of projects so she, Manager Davies, and Commissioner Nikki Carlson met to discuss the commission's concerns. Frye noted the urgency of the commission to indicate interest soon, because of the budget cycle.

Davies reported she learned from the March minutes of the Library Commission that they had said they didn't want to buy new shelving, if they might be moving. She asked the Library managers to clarify that, which led to a discussion about the possibilities for the Library. They do not want to share the building space and do not want to use their bequest monies for a move, if they were approved to move to the 501. Since that discussion, Davies has talked to Library

Commission members and gave them access to tour the 501 building. She advised the Commission to bring their ideas to the Council.

Tom Lauritzen summarized the financial issues around the 501 Building.

1. Since the Library does not pay rent, moving the Library to the 501 building would mean that the 501 building is not revenue-generating.
2. The City pays just over $17,000 each year to Fund 24 of the Parks and Commons for rent for their current office space and would be freed of that encumbrance, if they were to move to the 501 building. Parks and Commons could rent the vacated City Hall space in The Commons building to recoup the loss of rental income.
3. The space in the Commons building is more "rentable" than the 501 building.
4. The City could refinance the loans on the 501 building, but the opportunity to lock in 4% or 5% interest rate is disappearing as interest rates are predicted to continue to rise.
6. The current Library space could be used to park expensive maintenance vehicles and equipment that are currently parked in open air.
7. The building, representing a $500,000 investment, has been vacant for two years.

Buckwald clarified the current plans for moving the fence between the Library and public works 21 feet to the west will only affect one ten-foot parking space.

The Mayor and council discussed other ideas for the facilities:

1. Frye believed the old Library building would be a great space for a health clinic.
2. Mayor Stanley believed YYFAP would be a good fit for the 501 space.
3. Mayor Stanley suggested if the 501 did house the Library, there would be room to implement other items on the suggested uses list such as a Native American Interpretive Center or display for the Trails Committee.
3. Glenn suggested revisiting Steve and Brad Burkle's interest in establishing their EIP energy technology manufacturing plant in the 501 space. Glenn suggested the City should lease, rather than sell, to EIP and grow returns by raising rent as the business grows.

Scott recommended the council have a special work session on this topic. Mayor Stanley noted he was not aware EIP Technologies was still interested in the facility and wanted to delay making decisions about the use until more was known about EIP plans.

Manager Davies stressed the importance of getting the rolling equipment stock of public works into a protected building. She noted in the current plan, there is 21 feet on the Library side of the fence into which they could build a pole barn addition for some of the equipment.

Manager Davies and the Council discussed settling the EIP prospect before further deliberation on other uses. Tom Lauritzen urged the council to not let the building sit empty for another year, citing a need to begin repayment of the existing loans on the facility. Scott stated he was under the impression from the former mayor that payments on those loans were in the budget for the next ten years. Lauritzen was not aware of that arrangement.

Tooke agreed that the council should set time parameters on making a decision about the building. Scott argued that the time constraint is artificial and that the decision needs to be more strategic. Scott and Manager Davies are meeting with Brad Burkle in late April.

C. Commission Appointees

Manager Davies reported both the Planning and Parks & Commons commissions have asked that appointees for commissioner positions for expiring terms be considered in November.

Manager Davies noted the recent delays the Planning Commission had around having a quorum because of term expirations.

D. Temporary Membership on Two Commissions

Manager Davies explained the need to have the ability to allow a commission member to belong to more than one commission, on a temporary basis, to enable a leader to be utilized when needed. Frye said a policy of not having ongoing dual commission membership is appropriate, but temporary appointments are sometimes necessary. Glenn and Frye debated whether to change the rule or waive the rule in the case of the Public Works Commission. Tooke was in favor of flexibility.

E. Parliamentary Procedures

Mayor Stanley asked councilors for their opinions of the currently used Keesey's Rules versus Robert's Rules of Order. Frye stated Robert's Rules is better known and no one appears to know Keesey's rules. Frye suggested that if the council sticks with Keesey, they get training on the procedure. Scott believed Robert's Rules are more complicated, someone who is very familiar with the procedures can dominate discussions, and Keesey's Rules are simple and efficient. Scott noted any council member who makes a motion gets an up or down vote because of no need to second. Tooke had no preference. Mayor Stanley stated he would like to have more formal ways of deciding, rather than simple consensus and would recommend switching to Robert's Rules. Frye stated whatever system is used, she just wants to understand. Scott agreed the councilors need to understand procedure but stated he does not believe this particular issue is a priority for the council. Tooke asked if League of Oregon Cities had a person to conducting a training. Manager Davies offered to draft a comparison of methods.

F. Resolution 2017-04-01 – Amend IFA agreement for South Reservoir Loan

Manager Davies reported the existing safe drinking water revolving loan needs revision because of the purchase of a second lot increased the cost by $15,000. She has obtained a $15,000 grant for the project, which offsets the increase. Davies read the resolution into the record.

G. OLCC License Renewal

Manager Davies reported the City gets a list from the OLCC for recommendations of approval. If there have been no liquor-related complaints, the Council would then recommend approving. Manager Davies noted the previous recorder had the council address the review via a formal resolution, but that is not necessary. Scott said the Council had never been shown the list in the past. He also noted that Sea Perch is not within the City limits. Manager Davies will check to see if The Wine Place should be de-activated, since the physical store has been closed. She will investigate the location of Sea Perch and the license status of The Wine Place.

H. Council Shepherding Goals

Tooke reported:

1. He has contacted State Parks Department representative Preson Phillips.

Frye reported:

1. They have gotten funding go-ahead to work on getting a new south gate sign.
2. Plans are still moving forward on locating a clinic in Yachats.
3. She has been working with the Lane County transportation group on a grant-funded bus route between Yachats and Florence. The bus will start July 1, 2017. The committee is still working out stop locations, and will have bike racks. Frye recommended the bus stop in such places as Ten Mile and at state parks.
4. The Lincoln County Transit group is working on a 20-year plan. She noted LCT

plans to install signs to designate stops, and LCT is looking into bus shelters. Mayor Stanley noted Planet Yachats, the current bus stop, does not want a shelter and would likely not want another bus stopping there. Frye would like to find a stop in Yachats where riders can sit. The post office and W. 7th Street were identified as possible stop locations.

Glenn reported:

1. The emergency planning committee received invitation to an open house at county emergency operations center on April 22.
2. Manager Davies has begun the process of getting the old building west of the Doyle property removed.
3. He has asked City Planner Lewis to investigate safety issues in the Yachats Municipal Code regarding unfinished construction, especially around dangers posed to children, pointing to the unfinished condominium project on the east side of Highway 101.
4. The City got the abandoned vehicle on the Nessel's property moved. However, he is still getting complaints on Nessel's decaying building.
5. Frye asked Glenn to look into old Landmark as an unsightly and dangerous building. Mayor Stanley asked Glenn to contact Landmark owners.
6. His committee will get more into art as highway project nears completion.
7. Audience member Rhonda Moran asked what could be done about properties with uncontrolled weed growth. Glenn state the City's weed abatement program can request the owners mow the property, and if they do not, the City will mow and charge the property owner. The council encouraged people to submit complaints to Manager Davies to start the process.

Scott reported:

1. The coders have started work on document Library migration project.

Stanley reported:

1. He sees a need to have a general discussion on use of visitor amenities funds. Glenn wanted to receive an update on what the fund is and how it can be used, at a future work session before making decisions. Manager Davies noted pending legislation on transient lodging taxes, which could affect this fund.

2. He noted that Manager Davies skillfully handled a vacation rental complaint during the previous week, and he had received a good report.

I. Approve Agenda for April 12, 2017 City Council meeting

The council moved this item to the end of the meeting

Council recess from 11:25 to 11:34 am.

REGULAR MEETING

A. Commission Appointees

Scott made a motion for the council to authorize the City Manager to make a change in the policy to allow for earlier considerations for appointments to replace commissioners who are not renewing a term, from January back to November of the previous year: Aye – 5; No – 0.

B. Commission Membership

Frye made a motion to direct the City Manager to change the policy to allow the City Council to appoint a person to an additional commission for no more than one year if the best interests of the City are served: Aye – 5; No – 0.

C. Parliamentary Procedures – no motion. Manager Davies will provide Council with a comparison between Keesey's, Robert's and Sturgis Rules of Order at the regular meeting.

D. OLLC License Renewal

Glenn made a motion to approve the OLCC licenses, with the exception of Sea Perch, which is out of the City limits, and The Wine Shop which may be closed, both of which the City Manager will investigate: Aye – 5; No – 0.

E. Resolution 2017-04-01 – Amend IFA agreement for South Reservoir Loan

Tooke made a motion to approve Resolution 2017-04-01 to amend the IFA agreement for the south reservoir loan: Aye – 5; No – 0.

F. Revisiting Approval of Council Agenda for April 12, 2017

Manager Davies noted Resolution 2017-04-01 will be removed, since they were able to approve it at this meeting.

Mayor Stanley noted the Library Commission will be making a presentation at the meeting and asked if the councilors need to have additional discussion on the 501 building. Scott wanted to start a discussion focusing on priorities. Glenn would not be ready to take action in a week, but supported discussion without a vote. Frye asked the council to clarify who has authority to make decisions about the Library location and facilities sharing. Scott stressed the importance of getting volunteer input on the Library decision. Stanley asked if other contenders would have an opportunity to present their case at the meeting. Glenn recommended the council proceed with the information on hand rather than opening the meeting to new ideas from citizens. The council discussed uses to be considered, future public input, and the urgency of reaching a decision.

The meeting was adjourned at 12:00 pm.

_____

GERALD F. STANLEY, Mayor

ATTEST:

_____ _____

Joan Davies, City Manager Date

In the Matter of
PROCLAIMING MAY 21-27, 2017 AS
"EMERGENCY MEDICAL SERVICES WEEK"
IN CITY OF YACHATS, OREGON

WHEREAS, the Yachats City Council strives to maintain a Vision Statement that 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; and

WHEREAS the Yachats City Council cares not just for its citizens' basic needs, but also supports them in their efforts to excel mentally, physically, artistically and spiritually, as a community with an enduring sense of itself; therefore

WHEREAS, Emergency Medical Services is a vital public service and the members of emergency medical services teams are ready to provide lifesaving care to those in need, 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and the emergency medical service system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, first responders, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their live-saving skills; and it is appropriate to recognize the value and accomplishments of emergency medical services providers by designating "Emergency Medical Services Week"; now,

THEREFORE, the City of Yachats Council hereby proclaims May 21-27, 2017 as "Emergency Medical Services Week" in Yachats, Oregon, and encourages the community to observe this week with appropriate programs, ceremonies and activities.

DATED this 10th day of May, 2017.

_____
GERALD F. STANLEY, Mayor

ATTEST:

_____
Joan Davies, City Manager

The ACLU (American Civil Liberties Union) has created an organization called People Power. Their first program is called Freedom Cities and is focused on defending our friends, families, and neighbors from an overly aggressive deportation program. Part of that program involves 9 "model" policies and rules. The 6 'model' policies/rules are below. (#1, #2 and #9 have been removed from the Yachats list because we have no police or jail.)

Model Resolution

Whereas the City of Yachats has long embraced and welcomed individuals of diverse racial, ethnic, religious, and national backgrounds, including a large immigrant population;

Whereas the City of Yachats welcomes, honors, and respects the contributions of all its residents, regardless of their immigration status;

Whereas immigrants and their families in the City of Yachats contribute to the economic and social fabric of The City of Yachats by establishing and patronizing businesses, participating in the arts and culture, and achieving significant educational accomplishments;

Whereas fostering a relationship of trust, respect, and open communication between City of Yachats officials and residents is essential to The City of Yachats's mission of delivering efficient public services in partnership with our community, which ensures public safety, a prosperous economic environment, opportunities for our youth, and a high quality of life for residents;

Whereas the City of Yachats seeks to foster trust between City of Yachats officials and residents to protect limited local resources, to encourage cooperation between residents and City of Yachats officials and to ensure public safety and due process for all;

In recognition of the City of Yachats's continued commitment to the equal, respectful, and dignified treatment of all people, the City of Yachats wishes to enact specific policies and rules as follows:

#1) Defined Access/Interview Rule: Unless acting pursuant to a court order or a legitimate law enforcement purpose that is unrelated to the enforcement of a civil immigration law, no City of Yachats official shall permit ICE or CBP agents access to City of Yachats facilities for investigative interviews or other investigative purposes.

#2) Clear Identification Rule: To the extent ICE or CBP has been granted access to City of Yachats facilities, individuals with whom ICE or CBP engages will be notified that they are speaking with ICE or CBP, and ICE or CBP agents shall be required to wear duty jackets and make their badges visible at all times while in City of Yachats facilities.

#3) Don't Ask Rule: City of Yachats officials shall not inquire into the immigration or citizenship status of an individual, except where the inquiry relates to a legitimate law enforcement purpose that is unrelated to the enforcement of a civil immigration law, or where required by state or federal law to verify eligibility for a benefit, service, or license conditioned on verification of status.

#4) Privacy Protection Rule: No City of Yachats official shall voluntarily release personally identifiable data or information to ICE or CBP regarding home address, or information that may be used to ascertain an individual's religion, ethnicity or race, unless for a law enforcement purpose unrelated to the enforcement of a civil immigration law.

#5) Discriminatory Surveillance Prohibition Rule: No City of Yachats agency or official shall authorize or engage in the human or technological surveillance of a person or group based solely or primarily upon a person or group's actual or perceived religion, ethnicity, race, or immigration status.

#6) Redress Rule: Any person who alleges a violation of this policy may file a written complaint for investigation with [*oversight entity TBD*].

1373 Rule: Under 8 U.S.C. § 1373 and 8 U.S.C. § 1644, federal law prohibits City of Yachats officials from imposing limits on maintaining, exchanging, sending, or receiving information regarding citizenship and immigration status with any Federal, State, or local government entity. Nothing in City of Yachats policies is intended to violate 8 U.S.C. § 1373 and 8 U.S.C. § 1644.

Additional information on the purposes of the Rules:

Rule #1: Is meant to stop immigration agents from interfering in local public safety. When immigration agents can come to a local facility and do whatever they want, it blurs the line between local government and federal immigration agents, and local communities lose trust in the local government, which harms public safety.

Rule #2: Is meant to ensure ICE officers clearly identify themselves. Sometimes people think they are talking to someone neutral – instead, they find out they are talking to an immigration agent. Everyone has the right to remain silent or seek an attorney. Local law enforcement agencies should not assist immigration agents in deceiving immigrants and deprive them of their ability to effectively use their rights.

Rule #3 and Rule #4: Are meant to safeguard privacy. People deserve to have their private information protected to the maximum extent permitted by law. The rule also protects against targeting people in discriminatory ways - for example, because they are Muslim or Latino.

Rule #5: Is meant to prevent the discriminatory targeting of groups, including using false or weak justifications for doing so. For instance, it would prevent local involvement in the surveillance of a worksite for immigration reasons, solely because people of Latino background work there in large numbers

Rule #6: Is meant to ensure that the City of Yachats has a complaint and redress process for people who have been harmed because of failures to comply with these protections. It allows your city to make clear that rules are not just on paper, and something will be done if they are broken.

FAQ ON 8 USC § 1373 AND FEDERAL FUNDING THREATS TO "SANCTUARY CITIES"

Explanation of what 8 USC § 1373 actually requires

President Trump has threatened to prohibit "sanctuary cities" from receiving federal funding. In an Executive Order on January 25, 2017, the President directed that jurisdictions that wilfully refuse to comply with 8 U.S.C. § 1373, a federal statute, shall not be eligible to receive federal grants.[1] 8 USC § 1373 is already federal law and already binding on all states and local governments.

So what does 8 USC § 1373 actually require, and how does it affect federal grant distribution?

1. What is 8 USC § 1373?

8 USC § 1373(a) is a federal statute that prohibits local and state governments and agencies from enacting laws or policies that limit communication with DHS about "information regarding the immigration or citizenship status" of individuals. The statute prohibits such policies, but does not contain any requirement for anyone to take any action. The full text of 8 USC § 1373 is attached at the end of this FAQ.

2. What does 8 USC § 1373 require?

- 8 USC § 1373 does not require any action from local or state agencies, officers, or governments. It does not require asking about immigration status.
- 8 USC § 1373 does not prohibit policies against asking about immigration status. It only prohibits the enactment of certain policies limiting *sharing* immigration status information.
- 8 USC § 1373 does not compel compliance with ICE detainers. Such a statute would be unconstitutional. [2]
- 8 USC § 1373 does not address policies limiting other information sharing with ICE. Nothing in the statute mentions or includes criminal case information, contact information, custody status, or release dates of individuals from custody.[3]
- 8 USC § 1373 does not impose any affirmative obligation to collect information. Nor does it require sharing information in any particular instance.

3. Do Sanctuary Policies violate 8 USC § 1373?

No, sanctuary policies are entirely consistent with federal laws.[4] There are many varieties of local policies that might be considered "sanctuary policies." 8 USC § 1373 only governs restrictions on communication with DHS about individuals' citizenship or immigration status, not other policies limiting the expenditure of state and local resources on immigration enforcement or detention. Cities and counties around the country have policies against local officials questioning individuals about their immigration status; such rules do not conflict with 8 USC § 1373 because they do not address communication with DHS. Many jurisdictions have policies against holding people on immigration detainers or notifying ICE of the date when someone will be released from custody; these policies do not conflict with 8 USC § 1373 because

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1 Executive Order: Enhancing Public Safety in the Interior of the United States, President Donald Trump, January 25, 2017, available at www.whitehouse.gov/the-press-office/2017/01/25/presidential-executive-order-enhancing-public-safety-interior-united.

2 *See Galarza v. Szalczyk,* 745 F.3d 634 (3d Cir. 2014) (The federal government cannot commandeer state and local resources to enforce a federal regulatory program such as immigration, therefore ICE detainers cannot be mandatory).

3 *See Steinle v. City and County of San Francisco, et. al,* No. 3:16-cv-02859 (N.D. Cal. *filed* Jan. 6, 2017) ("[N]o plausible reading of [the statute] encompasses the release date of an undocumented inmate."); *Sturgeon v. Bratton*, 95 Cal.Rptr.3d 718 (Cal.App.4th 2009) (upholding Los Angeles policy against initiating any police action on the basis of suspected immigration violations).

4 We are not aware of any 'sanctuary' policies that violate 8 USC § 1373 or other federal law.

Appendix

8 U.S. Code § 1373 – Communication between government agencies and the Immigration and Naturalization Service

(a) In general

Notwithstanding any other provision of Federal, State, or local law, a Federal, State, or local government entity or official may not prohibit, or in any way restrict, any government entity or official from sending to, or receiving from, the Immigration and Naturalization Service information regarding the citizenship or immigration status, lawful or unlawful, of any individual.

(b) Additional authority of government entities

Notwithstanding any other provision of Federal, State, or local law, no person or agency may prohibit, or in any way restrict, a Federal, State, or local government entity from doing any of the following with respect to information regarding the immigration status, lawful or unlawful, of any individual:

(1) Sending such information to, or requesting or receiving such information from, the Immigration and Naturalization Service.

(2) Maintaining such information.

(3) Exchanging such information with any other Federal, State, or local government entity.

(c) Obligation to respond to inquiries

The Immigration and Naturalization Service shall respond to an inquiry by a Federal, State, or local government agency, seeking to verify or ascertain the citizenship or immigration status of any individual within the jurisdiction of the agency for any purpose authorized by law, by providing the requested verification or status information.

San Francisco
1663 Mission Street, Suite 602
San Francisco, CA 94103
t: 415.255.9499 f: 415.255.9792

Washington D.C.
1016 16th Street, NW, Suite 100
Washington, DC 20036
t: 202.777.8999 f: 202.293.2849

ilrc@ilrc.org www.ilrc.org

About the Immigrant Legal Resource Center

The Immigrant Legal Resource Center (ILRC) works with immigrants, community organizations, legal professionals, law enforcement, and policy makers to build a democratic society that values diversity and the rights of all people. Through community education programs, legal training and technical assistance, and policy development and advocacy, the ILRC's mission is to protect and defend the fundamental rights of immigrant families and communities.

2015 ORS 162.247[1]

Interfering with a peace officer or parole and probation officer

(1) A person commits the crime of interfering with a peace officer or parole and probation officer if the person, knowing that another person is a peace officer or a parole and probation officer as defined in ORS 181A.355 (Definitions for ORS 181A.355 to 181A.670):

(a) Intentionally acts in a manner that prevents, or attempts to prevent, a peace officer or parole and probation officer from performing the lawful duties of the officer with regards to another person; **or**

(b) Refuses to obey a lawful order by the peace officer or parole and probation officer.

(2) Interfering with a peace officer or parole and probation officer is a Class A misdemeanor.

(3) This section does not apply in situations in which the person is engaging in:

(a) Activity that would constitute resisting arrest under ORS 162.315 (Resisting arrest); **or**

(b) Passive resistance. [1997 c.719 §1; 1999 c.1040 §7; 2005 c.668 §1]

Note: 162.247 (Interfering with a peace officer or parole and probation officer) was enacted into law by the Legislative Assembly but was not added to or made a part of ORS chapter 162 or any series therein by legislative action. See Preface to Oregon Revised Statutes for further explanation.

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[1] Legislative Counsel Committee, *CHAPTER 162—Offenses Against the State and Public Justice*, https://www.oregonlegislature.gov/bills_laws/ors/ors162.html (2015) (last accessed Jul. 16, 2016).

OregonLaws.org, a WebLaws.org site

2015 ORS 162.235[1]
Obstructing governmental or judicial administration

This section is amended
Effective January 1, 2017
Chapter 47 Oregon Laws 2016 (HB 4128)
Relating to notario fraud; creating new provisions; and amending ORS 131.125, 131.602, 162.235, 164.015, 164.025, 164.035, 164.075, 194.315, 194.340 and 701.098.

(1) A person commits the crime of obstructing governmental or judicial administration if the person intentionally obstructs, impairs or hinders the administration of law or other governmental or judicial function by means of intimidation, force, physical or economic interference or obstacle.

(2) This section shall not apply to the obstruction of unlawful governmental or judicial action or interference with the making of an arrest.

(3) Obstructing governmental or judicial administration is a Class A misdemeanor. [1971 c.743 §198; 1981 c.902 §1]

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[1] Legislative Counsel Committee, *CHAPTER 162—Offenses Against the State and Public Justice*, https://www.oregonlegislature.gov/bills_laws/ors/ors162.html (2015) (last accessed Jul. 16, 2016).

OregonLaws.org, a WebLaws.org site

2015 ORS 162.325[1]
Hindering prosecution

(1) A person commits the crime of hindering prosecution if, with intent to hinder the apprehension, prosecution, conviction or punishment of a person who has committed a crime punishable as a felony, or with the intent to assist a person who has committed a crime punishable as a felony in profiting or benefiting from the commission of the crime, the person:

(a) Harbors or conceals such person; **or**

(b) Warns such person of impending discovery or apprehension; **or**

(c) Provides or aids in providing such person with money, transportation, weapon, disguise or other means of avoiding discovery or apprehension; **or**

(d) Prevents or obstructs, by means of force, intimidation or deception, anyone from performing an act which might aid in the discovery or apprehension of such person; **or**

(e) Suppresses by any act of concealment, alteration or destruction physical evidence which might aid in the discovery or apprehension of such person; **or**

(f) Aids such person in securing or protecting the proceeds of the crime.

(2) Hindering prosecution is a Class C felony. [1971 c.743 §207]

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[1] Legislative Counsel Committee, *CHAPTER 162—Offenses Against the State and Public Justice*, https://www.oregonlegislature.gov/bills_laws/ors/ors162.html (2015) (last accessed Jul. 16, 2016).

OregonLaws.org, a WebLaws.org site

DECLARATION OF SUPPORT

WHEREAS, the Yachats City Council strives to maintain a Vision Statement that 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; and

WHEREAS the Yachats City Council cares not just for its citizens' basic needs, but also supports them in their efforts to excel mentally, physically, artistically and spiritually, as a community with an enduring sense of itself; therefore

NOW, THEREFORE, The Yachats City Council hereby additionally declares:

1) City of Yachats does not maintain any information on immigration or citizen status of any resident or other individual.

2) City of Yachats does not release personal data or information from utility accounts to anyone, for any reason, without court order.

3) City of Yachats does not authorize or engage in the human or technological surveillance of any person or group, for any reason.

DATED this 10th day of May, 2017.

CITY OF YACHATS

By: _____
Gerald Stanley, Mayor

Affirmed:

_____
Joan Davies, City Manager

Joan Davies

From: jack banz <jbbmrb@yahoo.com>
Sent: Wednesday, April 19, 2017 1:22 PM
To: Joan Davies
Subject: Re: LETTER OF INPUT

Good morning Joan,

Thx for your thoughtfulness in contacting me.

In regard to the 501, the bldg should only be used to benefit the city financially.

To consider its use as a library only for the next 20 - 30 years as stated and for current book storage is backward thinking. Libraries are getting smaller not bigger. Technology has taken over. The printed word will soon be a thing of the past!

If the city and library were to occupy the bldg at least the dollars spent to lease those vacated buildings could be put to better use. Having our city offices in a newer bldg indicates that Yachats is a progressive city and would project a more positive image going forward.

Based on the article in the times there remains an outstanding debt, loan, on the 501 that we, as a city, are paying.

If the plan now is leaning toward having the library and more available parking at the bldg shame on the city council. If there is 20 parking spots to be gained at a cost of $200,000 ($10,000 each) plus apparent interest, I'd like to know who did the math?

Our interests would have been better served buying the gas station and maintaining that money maker as a co-op for Yachats!

As it stands now we're left without a bank or gas station and no hope for either in the future.

Apparently we pay $18,000 per year to rent the commons (not sure what the cost is at the library) and have a loan payment on the 501.

At this point in time if the 501 is not leased or sold outright or the city/library move in it will continue to cost our city money for many years to come.

Having owned our property on aqua vista for nearly 17 years I have an overwhelming suspicion that the decision regarding the future of the 501 is a foregone conclusion.

Regards,

Jack Banz

Sent from my iPad

On Apr 18, 2017, at 5:36 PM, Joan Davies <Joan@MailYachatsOregon.org> wrote:

Transient Lodging Tax Bills Advance

The Senate Finance and Revenue Committee, chaired by Senator Mark Hass (D-Beaverton), held hearings and work sessions on two lodging tax bills Monday. The League testified in support of both bills, which moved to the full Senate with unanimous "do pass" recommendations. For efficiency, HB 2400 will authorize the Oregon Department of Revenue (DOR) to collect local lodging taxes on behalf of a local government if the local government enters into an intergovernmental agreement (IGA) with DOR. This is a local option, and would be similar in function to IGAs for local marijuana tax collection. This is also a first step, as the DOR must then revise its tax filing requirements for a one-step filing to work practically. The League will continue to work to improve state tax filing and enforcement requirements so that IGAs with cities can become a reality.

The second bill recommended for passage is HB 3180, which will allow sharing of confidential tax information between the DOR and local governments to improve lodging tax enforcement. At times, lodging providers have only paid the state and not local governments, and vice versa. Two other important lodging tax bills did not advance out of the House Economic Development and Trade Committee before the first chamber deadline. HB 2744 and HB 2768 would have revised how local lodging tax revenues are used and provided greater flexibility to address tourist-related costs. The League is continuing to pursue other bill options in this regard. The flexibility sought would allow revenues to be used for tourist events, tourist attractions and beautification. The League is NOT pursuing legislation to allow cities to use restricted lodging tax revenues generally for roads or public safety.

Marijuana Bill Expands Civil Enforcement Options

The Joint Marijuana Regulation Committee, co-chaired by Senator Ginny Burdick (D-Portland) and Representative Ann Lininger (D-Lake Oswego), has approved legislation that would discourage property owners from engaging in, or allowing others to engage in, illegal marijuana activities. SB 1057 allows district attorneys to pursue liens on a property when an owner knowingly sells, produces or processes marijuana or marijuana products in a manner contrary to state law or local ordinance. The legislation basically applies to marijuana; there is a similar provision in existing law relative to unlawful liquor productions and sales. Other portions of the lengthy bill expand both OLCC agent authority and seed-to-sale tracking for medical growers wishing to sell in the recreational market.

House Passes Municipal Water Supply Bill

On a vote of 35-23, the House passed HB 2099-A on Tuesday and sent it to the Senate for likely consideration by the Senate Environment and Natural Resources Committee, chaired by Senator Michael Dembrow (D-Portland). The bill was introduced at the

request of the League and the Special Districts Association of Oregon as a legislative fix to a 2013 Oregon Court of Appeals Decision in which fish persistence conditions, which were adopted in statute in 2005, were applied retroactively to municipal water permits that were issued prior to 1998. Without a legislative fix, the impact of the court's decision would be a retroactive reduction of existing water supply for 10-15 communities. HB 2099-A clarifies that any water used up until December 11, 2013 (the date of the court's decision) would not be subject to fish persistence conditions.

Prior to the court's decision, the conditions were applied to permits on a prospective basis, which provided needed certainty for communities to invest in infrastructure and accommodate growth. The bill also requires that impacted communities participate in a meeting with the Oregon Department of Fish and Wildlife within one year of receiving an extension on their permit. The purpose of the meeting would be to receive data on potential impacts that the municipal permit might have on fish, and to develop voluntary strategies to minimize or avoid those impacts.

Finally, a specific provision in the bill would address an infrastructure project in Hood River by indicating that the capacity of the project would be acknowledged as water developed for determining the application of fish persistence conditions under the city's permits. The provisions of HB 2099-A would have no impact on existing requirements calling for these communities to adopt a water management and conservation plan if they have not already done so.

Intersection Safety Bill Moves to Senate

The House passed legislation Monday that adds electronic enforcement of speeding to cities' existing red light compliance authority. HB 2409, approved on a 45-15 vote, now moves to the Senate. Introduced at the request of the city of Beaverton, the bill permits a city to issue a speeding citation from the same camera and sensor system used to enforce red light compliance. Beaverton has recently documented approximately 90,000 instances of drivers traveling at least 11 miles per hour over the posted speed limit in intersections, creating significant traffic hazards. The "stacking," or issuing of both speeding and red light infractions, is allowed under HB 2409, but only when the driver is clocked traveling 20 miles per hour over the posted limit.

First Look at Transportation Package Expected Monday, May 8

At its meeting on Monday, May 8, the Joint Transportation Preservation and Modernization Committee will outline the elements of a comprehensive, multi-modal transportation funding and policy package. The process of crafting the legislative language and determining funding mechanisms and amounts will then begin in earnest. Deliberations are expected to continue for the duration of the session. Leading up to this meeting, the committee held field hearings throughout the state last summer and early fall. Upon convening in February, the committee split into five workgroups to review elements of the package (maintenance/preservation/seismic; transit/bike-ped/safety; multi-modal; and congestion).

In the Matter of
PROCLAIMING MAY 2017 AS
"MENTAL HEALTH AWARENESS MONTH"
IN CITY OF YACHATS, OREGON

WHEREAS, the Yachats City Council strives to maintain a Vision Statement that 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; and

WHEREAS the Yachats City Council cares not just for its citizens' basic needs, but also supports them in their efforts to excel mentally, physically, artistically and spiritually, as a community with an enduring sense of itself; therefore

WHEREAS, mental health is essential to everyone's overall health and well-being; and all Americans experience times of difficulty and stress in their lives; and mental illnesses are real and prevalent in the United States; and

WHEREAS, it is estimated that one in every five adults experiences mental health problems in any given year, and such problems can contribute to the onset of a serious mental illness, such as major depression, bipolar disorder or schizophrenia; about one in every ten adults lives continuously with a serious mental illness; approximately two million incarcerated adults have also been diagnosed with serious mental illness; and in Lincoln County, suicide is the seventh leading cause of death for adults, with nearly 21 per cent of eighth-graders and 18 per cent of eleventh graders reporting that they have considered suicide; and

WHEREAS, with early detection and effective, supportive treatment, individuals with mental illness can achieve recovery, and lead full, productive lives; public education and community support activities can encourage emotional and mental health and help improve the lives of individuals and families affected by mental illness; and prevention and early intervention, including Mental Health First Aid, are effective ways to reduce the incidence of mental illnesses and suicide; and the U.S. Surgeon General's National Prevention Strategy has recognized mental and emotional well-being as essential for all Americans, with a plan for action that all Americans can use to better handle challenges and protect their mental health;

NOW, THEREFORE, the City of Yachats Council hereby proclaims May 2017 as "Mental Health Awareness Month" in Yachats, Oregon, and encourages the community to observe this month with appropriate programs, ceremonies and activities that promote a better awareness and understanding of mental health, suicide prevention and the Stepping Up Initiative; to learn the steps that everyone can take to protect their own and their loved ones' mental health; and to get involved in the community as a resource of Mental Health First Aid.

DATED this 10th day of May, 2017.

_____
GERALD F. STANLEY, Mayor

ATTEST:

_____
Joan Davies, City Manager

In the Matter of
PROCLAIMING MAY 2017 AS
"OLDER AMERICANS MONTH"
IN CITY OF YACHATS, OREGON

WHEREAS, the Yachats City Council strives to maintain a Vision Statement that 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; and

WHEREAS the Yachats City Council cares not just for its citizens' basic needs, but also supports them in their efforts to excel mentally, physically, artistically and spiritually, as a community with an enduring sense of itself; therefore

WHEREAS, City of Yachats includes older Americans who richly contribute to our community; and we acknowledge that what it means "to age" has changed – for the better; and City of Yachats is committed to supporting older adults as they take charge of their health, explore new opportunities and activities, and focus on independence; and

WHEREAS, City of Yachats can provide opportunities to enrich the lives of individuals of all ages by involving older adults in the re-definition of aging in our community; promoting home- and community-based services that support independent living; encouraging older adults to speak up for themselves and others; and providing opportunities for older adults to share their experiences; and

NOW, THEREFORE, the City of Yachats Council hereby proclaims May 2017 as "Older Americans Month" in Yachats, Oregon, and encourages the community to observe this month with appropriate programs, ceremonies and activities to acknowledge older adults and the people who serve them as influential and vital parts of our community.

DATED this 10th day of May, 2017.

_____
GERALD F. STANLEY, Mayor

ATTEST:

_____
Joan Davies, City Manager

CITY OF YACHATS
RESOLUTION NO. ___-__-__

A RESOLUTION RECOGNIZING OUR LOCAL WORKFORCE'S IMPORTANT CONTRIBUTION TO THE WELL BEING OF OUR COMMUNITY AND THEIR NEED FOR AFFORDABLE WORKFORCE HOUSING.

WHEREAS, our local economy relies primarily on the tourist trade accommodated by our local motels, vacation rentals, restaurants, and shops.

WHEREAS, the City's revenues derive primarily from the Transient Rental Tax and the Food and Beverage Tax, both of which are primarily dependent upon the tourist trade accommodated by our local motels, vacation rentals, and restaurants.

WHEREAS, a committed local workforce is essential to our local economy and to the tax revenues allowing the City to operate.

WHEREAS, limited supply and strong demand have caused high real estate prices and have severely reduced the supply of available rental housing in general; and there is no un-occupied, safe, and decent rental housing that is affordable by our local workforce.

WHEREAS, Yachats has seven units of affordable housing developed in 2012 and set aside for households earning at or under 80% of area median income, which are currently 100% occupied by local workers.

WHEREAS, Yachats has 25 units of affordable rental housing developed in 2009 and set aside for households earning at or under 60% of area median income which, for various reasons, have been and are primarily occupied by persons out of the workforce due to age or disability.

WHEREAS, Yachats has no dwelling units that are available to and affordable by our local workforce earning at or under 60% of area median income.

WHEREAS, there is a critical need in Yachats for safe, decent, and affordable rental housing for our workforce.

WHEREAS, creation of additional units of safe and decent housing in the City that are available to and affordable by our local workforce will increase diversity, equity, and inclusion in our community.

NOW THEREFORE, THE CITY OF YACHATS RESOLVES AS FOLLOWS:

Section 1. The City recognizes the important contribution of our local workforce to the economic life of our community and to the revenues allowing our City to perform its essential governmental functions.

Section 2. The City acknowledges a critical shortage of safe and decent housing units in the City that are available to and affordable by our local workforce earning at or under 60% of area median income.

Section 3. It is the policy of the City to promote and encourage the creation of additional units of safe and decent housing within the City that are available to and affordable by our local workers earning at or under 60% of area median income and that will enable our workers to participate more fully in the life of our community.

Passed by the Council and approved by the Mayor this ___ day of ____, 2017.

_____
Gerald Stanley, Mayor

ATTEST:

_____
Joan Davies, City Manager

City of Yachats
PUBLIC WORKS DEPARTMENT
500 W. 7th St.
P.O. Box 345
Yachats, OR 97498

Date: May 1, 2017

To: Joan Davies City Manager

From: Public Works

Re: April 2017 Public Works Report

Total Rain fall for the month of April 2017:	**7.77** inches
Wastewater treated for the month of April 2017**:**	**6,529,000** gallons
Water production for the month of April 2017:	**3,341,300** gallons

Streets:

- Contracted with tree removal company to remove trees on Mitchell Lane and W. 2nd Street.
- Assembled and placed street signs for Diversity Lane, Hill Court and the Post Office.

Water:

- Built intake pipe for Reedy Creek headworks.
- Multiple screen clean outs at the Reedy Creek meter house.
- Prepared for and had a water plant inspection from Oregon Health Authority.

Distribution System:

- Installed water service at 87 Crestview.
- Installed temporary water service at the Dollar General.
- Cleaned Raw Reservoir (14 man hours).
- Repaired broken water line on 4th street.
- Meters read and then read meter rereads.
- Prepared for and had a water reservoir inspection from Oregon Health Authority.
- Cleaned roof tops of the million gallon and 250k reservoirs.
- Cleaned gutters on million gallon reservoir.
- Relocated water line at Toppers.

Sewer:

- Hauled one 10-yard load of biosolids to Heard Farms (open again).
- Sewer plant maintenance.
- Repaired biosolids pump.
- Processed second load of biosolids to haul to Heard Farms.
- Contract service on all Generators.

Sewer CIP:

- SCADA System installed, reporting package is almost done but ready for DEQ electronic filing.
- Library trail has been moved. Fence post are being set.

Collection System:

- CCTV'd 250 feet of collection pipe.
- Sent a private sewer lateral repair notice.
- Relocated sewer lateral at Toppers.
- Power failure from service line to the Main pump station. No issues, operated on generator.

Storm Drainage:

- Located and exposed a culvert at the end of West 6th next to the Public Works fence.

Parks & Commons:

- Picked up brush piles on 4th Street and at the ball field.
- Removed "Hanging" back stop section from ball field.
- Cut and removed two large tree limbs in front of the Commons.

Vacation Rental (VR) Issues Draft #7 May 4, 2017

This is a continuation of the council discussion about vacation rentals (**VR**). At the previous meeting, council affirmed the issues presented for additional research and a recommendation for change. Since that meeting, a couple of additional issues have been identified and are included in this document. These include:

- the need for a visible house number
- use of VR property by owners and their family

Once council completes their review and final decision about changes, we recommend a public hearing for community comment.

Guiding principles used while evaluating options:

- The city needs to improve the way we track and analyze VR activity.
- Minimize the need for staff workload increases
- Where possible & appropriate, make issue & solution information available to the public
- Seek a reasonable balance between the desires of VR property owners & their neighbors
- Solutions need to be simple, easy to understand, administer and enforce

✦ **Should Yachats limit the number of VRs?**
There is a growing awareness about the lack of available long term rental property in Yachats. Capping the number of VRs could make more property available for long term renting and reduce the impact of VR activity in residential neighborhoods. The license count has been stable the last four years. This suggests now might be a good time to impose a limit on the number of licenses without impacting existing license holders. The current license count is 124.

✦ We have data for the current neighborhood distribution. (see attached) Recommend a VR limit of 125 units. This represents 17% of existing single family houses.

✦ **Growing ratio of VR in R-1 zone**
There is a perception that VRs are moving into R-1 zone areas.

✦ Existing data doesn't support the perception that VR activity in R-1 zones is increasing.

✦ After talking to the city planner and examining the VR distribution by zone, we recommend not using zoning as a way to regulate VR activity.

✦ **Are license fees appropriate?**
Current license fees do not cover the cost of VR management, enforcement and administration.

✦ Recommend new license applicants have to submit all the required information along with a check for the license fee and inspection at the time they make the initial license application. If after 30 days, the applicant has failed to provide the required information, the application will be considered terminated and the fee will be forfeited.

✦ Recommend new applicants provide proof of ownership with license application. A paid water bill will be sufficient.

✦ Recommend increasing a vacation rental license to $300 each year.

Prepared by: Max Glenn, Joan Davies, Greg Scott

- ✦ Recommend inspection fees be increased to $100 the first year and $50 for subsequent years. If more than two trips are required, there should be an additional $50 for each inspection trip.

- ✦ **Are fines for VR license violations sufficient to encourage compliance?**
  There are several code areas that could be reviewed to eliminate gray areas and encourage license compliance. This topic also includes the effectiveness of management oversight.

  - ✦ Recommend increasing the fine for operating a VR without a license to $1,000 per incident (per day).

  - ✦ Recommend a fine for advertising higher occupancy than what is approved for their property.

  - ✦ Change how repeat offenders are held accountable. Within any 12 month period, first offense receives a written warning; second offense citation with a potential fine; third offense license suspension for a full year.

- ✦ **Some people apply for a VR license with no intent to rent the house.**
  There is evidence that a few property owners have applied for VR licenses to make their property appear more valuable and therefore improve their prospects for a higher sale price. This consumes staff time for administration, inspections, and monitoring without any prospect for tax revenue.

- ✦ **How do we monitor VR ownership to a single owner / family?**
  Current ordinance limits VR ownership to a single owner. How is the city enforcing this requirement? Are there other options that should be considered?

  - ✦ Recommend no changes in this area.

- ✦ **Is VR complaint process adequate / transparent / efficient**?
  The current VR complaint process and historical data isn't transparent and oversight is difficult because of the manual nature of the data.

  - ✦ Recommend that all VRs be managed by a professional property manager. This is necessary to effectively respond to issues like garbage, parking, noise. It also ensures that an independent party is tracking use and timely payment of fees and taxes.

  - ✦ Recommend the current complaint process be replaced by developing a new complaint tracking system that ties to the existing license / tax / property database. This solution could address several other issue areas while providing the most cost effective and transparent solution for the long term.

- ✦ **Valid e-mail address(es), contact name & contact phone number needs to be a condition for retaining a license**
  Yachats operates with a very small staff. To avoid having to add staff to address VR issues, requires owners to keep the city current on changes in e-mail addresses. Making this a condition of retaining their license could address this problem.

  - ✦ Recommend that a condition for <u>receiving and retaining</u> a VR license is that the owner is required to provide an e-mail address for each of the following: Owner; local contact; property

manager; tax reporting. In addition the following information is required for local contact: name and phone number for the owner and local contact.

- **A few properties claim they are not renting homes while a steady flow of different vehicles and people arrive and depart every week.**
  All the evidence suggests these are vacation rentals. They have regular garbage, landscaping services and a property manager. If vehicle traffic is very high, sometimes as many as 4 to 6 cars are present, there may be a violation. However, the city may be unsuccessful in establishing an exchange of cash, although the property agent may accept donations to pay expenses. The city has an interest in regulating traffic, parking, noise, trash and other activities related to visitors staying in town.

  - **Current Vacation Rental definition**: "Vacation rental" means a single-family dwelling, duplex or triplex which is rented or available for rent for a period of less than 30 days, such as by the day or week. The dwelling may consist of individual units or be in a contiguous form to be considered a vacation rental dwelling, however, each individual unit is to be considered separately for licensing and regulation purposes. A home which is listed with an agent as a vacation rental, advertised, available by referral, word of mouth, commendation and reputation are some of, but not limited to, the ways of identifying a vacation rental."

  - Recommend ordinance to create a change in the code for vacation rentals that establishes a minimum daily tax amount if no fees are reported. If property is owned by a non-resident individual, and is visited by different vehicles over the course of a month, it may be a vacation rental and required to have a license and pay a vacation rental tax. Add a new definition for "compensation" to include non-cash exchanges of value. The minimum daily tax should be high enough to encourage collection and payment of taxes due the city. Recommend a $30 a day fee in-lieu-of a tax when there is no documented exchange of value.

- When vacation rentals are used by the owner or other family members, it is very difficult for code enforcement staff to differentiate between renters and owners when they see VR violations.

  - Recommend an ordinance change that states, "when a property owner elects to rent their property, they are agreeing to abide by all the vacation rental conditions and restrictions when they and family and friends are using the property". Recommend this be included in the 2018 license application and made effective Jan 1, 2018.

- VR properties need to have a house number visible from the street.

  - Recommend that all VR properties have an easy to read house number from the street and that this requirement be included in the regular inspection process.

Prepared by: Max Glenn, Joan Davies, Greg Scott

CODE ENFORCEMENT REPORT **04/13/17 – 05/08/17**

Vacation rental complaint – Hwy 101

Complainant believes house is being operated as a vacation rental without a license
Property owner states that various occupants are allowed to use the house free of charge
Multiple contacts with both parties; clarification with City Attorney of City authority

Vacation rental complaint – Marine Drive

Complainant believes house is being operated as a vacation rental without a license
Property owner states that various occupants are allowed to use the house free of charge
Multiple contacts with both parties; clarification with City Attorney of City authority

Vacation rental complaint – Cedar Street

Two complainants stated tenants were loud, abusive, unruly, and left on exterior lights
Management company staff was contacted and responded in a timely manner

Traffic complaint – East Third Street

Complainant wanted something done about drivers turning around in private driveways
Investigation showed that property owners are chaining off part of City street right-of-way

Overgrown lot/rodent infestation – Pontiac Street

Complainant wants property maintained to prevent spread of rodents into neighborhood
Letter, photos and copy of Municipal Code sent to property owner; pending

Overgrown lots – Coolidge Lane

Complainant reported two separate lots that are never cleaned or maintained
Letter, photos and copy of Municipal Code sent to property owners; pending

Overgrown lot – Lincoln Avenue

Complainant reported vegetation invading their property from a property above them
Letter, photos and copy of Municipal Code sent to property owners; pending

Junk vehicle, unkempt property – Lemwick Lane

Complainant reported disabled vehicle parked for months, buildings/yard in disrepair
Letter, photos and copy of Municipal Code sent to property owners; pending

Covered water meters – Marine Drive and Chief Albert Drive

Public Works crew reported water meters covered by rocks and/or debris
Letter and copy of Municipal Code sent to property owners; pending

Motor home parked overnight on City right-of-way – W. 4th Street

Complaint reported motor home parked on the side of street; still there following morning
Contact attempted with no response from motor home; copy of Code left on vehicle handle
Called Sheriff's Office

MANAGER'S REPORT 04/13/17 – 05/08/17

ACCOUNTING SYSTEM
Continuing process of correcting errors entered last fall, correcting balances, re-coding
Most recently, found errors in benefits to employees for past years and under billing commercial utilities

AUDIT
Preparing a Request for Proposal for an auditor for 2017-18 year; will advertise and mail to various firms

CODE ENFORCEMENT
Have advertised to permanently fill position. In the meantime, staff has been covering complaints.
Vacation rental inspections and violations, right-of-way violations, nuisance abatement of junk
Established database to track properties; taking photographs, making calls, writing letters

DOLLAR GENERAL STORE PROJECT
Requested and received documents from DEQ in reference to asbestos and soil testing; no issues found
Facilitating work between City and contractors concerning utilities lines, existing code requirements

ENERGY PROJECT
Met with EIP (Brad and Steve Burkle) on April 28 with Tom Lauritzen and Max Glenn.
Discussed their need for building space (possibly 501), sales of wind machine, projected benefits to City

HOUSING ISSUES
Continuing to collect information and research on tiny homes, container housing, cottage development
Working with planning commission, which has met and discussed restrictions and availabilities
Finalized installment plan payments with affordable housing developer; provided utilities information

HWY 101 PROJECT
Daily resolution of complaints from public, corrections of construction plans and designs with engineers
Worked with Lincoln Co. Transit to move bus stop on W. 3rd Street
Worked with property owners concerning parking lot closure, paving schedule, business interruptions
Weekly meetings with contractors; review and approve change orders; resolve complaints

INSURANCE COVERAGE
Re-evaluating City assets for insurance coverage (reducing value on buildings and equipment)
Working with CIS on employee insurance coverage, due to change in what will be offered in 2018

MAYOR, COUNCIL, COMMISSION & COMMITTEE INTERACTION
Work almost daily with Mayor, weekly meetings with various councilors on various matters
Changing documents that contain out-of-date references; editing commission/committee handbooks
Prepared documents, facilitated and participated in "State of the City" event; arranged retreat

MEETINGS
Multiple, daily meetings with task forces, committees, commissions and individuals on City issues

SOUTH RESERVOIR PROJECT
Continuing to work with engineers and Business Oregon (IFA)
Bids opening May 9 on project

WATER & WASTEWATER
Meeting multiple times weekly with department lead workers; plan for projects, discuss CIP; staff needs