

SUMMARY MINUTES

Date:	August 21, 2024
Time:	1:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Mayor Craig Berdie, Mary Ellen O'Shaughnessy, Council President, Councilor Barry Collins, Councilor Anthony Muirhead (via zoom) and Councilor Catherine Whitten-Carey; Staff: Bobbi Price, City Manager and Kimmie Jackson, Recorder
Absent	None

CALL MEETING TO ORDER:

1. Agenda Item - Announcements or Correspondence	
Topic	Discussion
	The mayor has been asked to first express our loss for one of our regular people that has been in the city that died tragically this week or is missing anyhow and presumed dead; then to also thank the first responders that showed up and stayed, kept working well past evening into the night. And it's very much appreciated. The mayor stated, we live in a place that is beautiful but can be dangerous. If you're not equipped and not aware, and just hope that this is a lesson that we can all take to heart. Again, thank you to the first response members.
2. Agenda Item Public Comment	
	Jim Walsh, Yachats resident here and local environmentalist, he's been very involved in two organizations, SWIFTY (Swallows in Flight to Yachats) and Wild Things. This is the story of a rare bird that's camped out in our wetlands; you can still hear it today, but the bird is the white-eyed vireo and is only east of the Mississippi and some way somehow it found its way to us, it's the second time it's ever been recorded in Oregon. Iberia is the proper name, white-eyed vireo, citizens wanted it to be on begin the parks and commons commission has brought in the person that originally designed the wetlands, as well as a wetlands specialist, and they both said the same thing that the wetlands is doing exactly what it was designed to do was never really designed as an open water pond, it was designed to be a sort of a marshy area, which, when it first started to fill in, people were saying there's no birds here anymore.
3. Agenda Item Consent Agenda	
	City Manager & Staff Report, Commission/Committee reports, financial reports are attached to the online packet for review. Also noted the city manager will bring forward into a future council meeting an updated Central Lincoln PUD franchise agreement.

CITY OF YACHATS CITY COUNCIL

	On the action summary for the City Council, it shows councilor Collins absent, he was in attendance.
Action Item	Move to approve the consent agenda as amended. The vote was called and passed unanimously.
4. Agenda Item Sheriff Contract with Lincoln County	
The mayor changed the order of business	Sheriff Landers and Deputy Dorsey gave an introduction and explained a little bit about the contract with the sheriff's department and Waldport, and that we get about 20 hours of her time per week. The city has space set up at city hall, they have access to our "Report a Concern" reports.
5. Agenda Item New Business	
	CIP, update projects and plan for FY 24-25 - McClung to speak on the projects below and Morphis submitted the Gantt Chart for reference. McClung stated SCADA upgrades happen every year; hybrid installations, the contractor to put those in before the end of the summer. East 2nd Street, the surveying is done and will apply for an ODOT grant for 250,000; if not awarded, will have to rethink the paving portion of that project; the seismic retrofit of the million-gallon reservoir and the geological inspections and the structural inspection now waiting for the reports; hoping for recommendations at that time from the engineer; not a big fan of retrofitting a tank like that, but if they can prove it to us, then a retrofit will be the way to go; haven't started the generator upgrades yet, but have initiated the engineering and design, South Lincoln, is going fantastic. Water treatment plant upgrades will be done in a couple more years; The clarifier upgrades, currently working on an RFP to hire an additional engineer of record. On the Reedy Creek Pipeline, Rick has asked the engineer to start doing that design work. The construction of the Reedy Creek Pipeline would be next year. The upgraded East 2nd Street, the grant comes in and we know about it in November. It's likely the construction will take place in the next fiscal year. Dave Buckwald for wastewater - the wastewater department has sixteen projects this year. Of those sixteen, eight of them as of today are in full swing. They have a couple of projects that are carried over from last year. On the roll-up doors, we discovered today that the parts that we're waiting for to get that last door in and close the books on it are having to be manufactured back east and will be another month or so. The wastewater design standards, are being reviewing with Linn West, Neal Morphis and Rick McClung and are in the second half of the first stage; the pump station disconnect improvements going on out there and today

connecting two of them; the Pontiac pump station and the Parkside pump station are hopefully going to be hooked up today.

Main pump station improvements are in early stages, just ordered two new pumps and just completed or signed on with our GIS mapping company. This will help us start mapping all our assets. That's valves, manhole covers, culverts, everything that we'll be able to do ourselves. And we'll get some code enforcement stuff in there as well.

The commons heating oil tank removal project has fencing around it and the company's planning to be here around September we will close off the whole parking depending on the size of their equipment they're going to use; we'll just take some of the parking on 4th Street, but that'll be taken with the fence out there. Public Works really appreciate having a full crew, seeing the kind of work that they're able to get done is amazing.

The Gantt chart Morphis will still need to spend some more time fleshing it out with more projects and more subtasks; should be hearing about the solar energy grant soon in the next month; and still working on the underground utilities.

Received five proposals and will be discussed at the next Parks and Commons Commission meeting. Civil West will have that RFP ready to post for the Little log Church Museum; and they also mentioned that on the delineators that they've received two quotes from people to do the work for us.

Will be getting a debrief from the Department of Transportation about the trolley grant; will find out how we can improve for our next round of application. There was an Oregon Department of Emergency Management that we have applied for a conex box south that we'll be replacing.

Received architectural drawings and will be submitting building permits; the Commons Northeast stairs, the architectural team is collaborating with their structural team; the storage area in the multi-purpose room is also in progress. Geo has been collaborating with some woodworkers, so we're making some progress there too.

Utility Rates

Given the correspondence received, the issue is quite complex and wanting to be able to answer the questions that people put forward, the city manager and Mayor have decided that there will be a scheduled special meeting to discuss this in complete detail.

Schedule a work session for September 9th at 1pm. There will be a presentation from finance committee to give reasons why we're doing this; there have been a tremendous amount of time and energy spent on this, especially by Julie Ekdom, she has prepared huge amounts of information,

that the rest of the council is not aware of how much has been done and why we're doing it.

These CIP projects have been identified over \$21 million worth of projects for city infrastructure in wastewater and water in the next 20 years and are needing to identify a sustainable long-term revenue source to offset those costs through our enterprise funds.

We anticipated that those demands would be met in the general fund and we would no longer be able to sustain that \$200,000 a year coming into the water reserves to create the water projects in the future and pay for them so that we can take care of the citizenry as we react in our government to the services that are being requested of us, as well as fund the long-term plans.

At the end of that meeting, the council goes into a regular session for further discussion and direction moving forward.

Parks & Commons Request

June 4th, 2024, the Parks & Commons Commission meeting, the commissioners unanimously agreed to recommendations to change commission rules 5.21 to allow two members instead of one member of the parks and commons commissions live outside Yachats City limits, but within the 97498 area of code. The parks and commons commission are a seven-member body, but for a number of years, we have operated with six or fewer commissioners.

Parks and commons that are the purview of the parks and commons commission serve the wider Yachats City, including its school children. So, it is appropriate to include members from that wider community. Parks & Commons Commission predicts this change will facilitate the commission reaching its full membership.

After council discussion, it was suggested the city spend a couple of months at least recruiting, increasing marketing.; articles for the newsletter; possibly having a gathering where people could see and talk to existing member of commissions and committees about what's involved in volunteering. The council is fine, waiting to see in a couple of months where we're at in recruitment. The mayor made a personal commitment to write a newsletter.

Trolley Update

The city did not get the grant that they applied for in the spring that was potentially going to take over the project that we had applied for last year. There are two options to present to the council.

Last year around this time, the chamber brought a presentation for the trolley, a tourism-based trolley focusing on sustainable tourism and a transportation option for the public and visitors, locals, to be able to utilize during the peak season and a visitation when it's hard to park. It was proposed, there was a

proposal that went before the community. There was a survey put out and brought to the city council at that time to gauge the interest and support of that.

It was well supported by the community and the council at the time. The chamber and the city both went out for grants for Travel Oregon and the chamber did receive their \$100,000 grant for that and the city did not. That left the chamber in this position and the city in the position to try to figure out what would the next step be.

That next step for the city was to go out for funding with a grant to the U.S. Department of Transportation that would really encompass several years of funding. Now that leaves the chamber with \$100,000 of a grant from Travel Oregon that was specified to be used for the Yachats area trolley and is due to be executed by April 25th. The full amount was not received, need to show progress reports and then they give us money as we go along, and we just had our halfway point meeting with them, and I told them that we were presenting the council to see how to move forward and they're okay with where we're at.

Option two would be instead of purchasing the trolley, which is a little more expensive, would purchase a Sprinter van that was more of like an eco-friendly Sprinter van at \$90,000, the wheelchair lift is another \$12,000; with a one full-time driver plus a part-time driver and insurance and maintenance was \$170,000; the city would then have to come up with \$157,000 for option two if the city still wants to go partner with the chamber on either of these options.

The chamber did have a very brief discussion with the Mayor of Depoe Bay and one of the county commissioners, they are interested in intra-city traffic. After extensive discussion, the council would like to have the chamber engage in more conversations with the county as to how deep do they want to get into it; and bring back to the next meeting with that additional information.

Communication Strategy

This presentation is from the city manager and between Brett Cambria. They have been working on a presentation for a communication strategy taking ideas and putting them into a communication strategy that connects with branding and a style guide is essential for the city of Yachats to maintain a consistent and professional image to the residents and stakeholders.

With effective communication, it allows the city to inform the public, promote information, city programs, provide timely and coordinated information. It can share information about buildings, projects; and anything that's going on with the city, you know, getting more commissioners.

This will be an avenue for the city to be sharing all of the information to get out on behalf of the city; maintain a coordinated communication strategy that best serves the city and providing accurate information that will convey transparency to the residents, and expand the general visibility of the city, inform the city of public services and resources available to them; promote the city's achievements and activities, celebrating volunteers, staff, and events of significance; ensure that accurate information is being conveyed to the public and provide information in anticipation of, during or after any emergency or significant event, including actions that could bring the community together and build resiliency.

The modern logo reflects our city's commitment to progress and innovation, while preserving the current logo as a symbol of tradition and heritage. By having both logos available for the city to use, we can appeal to a wider audience and cater to the preference of different demographics that live and visit our community; having the typography, the color palette, and the consistency with the community, it gives a cohesive, or within the branding package, it gives a cohesive message.

A survey was put out to the community we and received over one hundred responses from residents. Of that, some of the most important information that we got back was that the city is not the primary resource of information of what's happening in town, and all respondents universally preferred receiving information through email newsletters, social media, and e-news blasts.

Specifically, they express the desire to receive information and updates weekly from the city. The information they sought ranged from public meeting notices to event announcements and progress on the city.

Both the communication policy, which not only covers social media, but it also will cover what our expectations are for all communication coming out of the city from legal notices to the minutes, things being submitted onto the packages for the city council, everything getting posted to the website, everything having a process to the newsletter, everything having a process to which it's getting out to the public. So, they'll have a timeline, a due date, an edit date, and then an approval date. So everybody's going to know what's going to have to be posted, but what the work that's going to have to go into it before that posting timeframe, whether it's newsletter or a social media post, that it's had time to be created, it's had time to be thought about, it's had time to go and be edited, and then it's had time to go through the final approval.

Marge Peterson property

The property owner, Marge Peterson has approached the city to donate her second lot which is currently dedicated to an open garden space along Ocean View Road or Drive, the proposal is that she could donate the property to the city when she passes; and with that donation request, it was

CITY OF YACHATS CITY COUNCIL

	asked if the city could pay the property taxes on that parcel until the transition happens. It was suggested to think about some questions and the taxes are about a thousand dollars a year that she pays in property taxes; to consider if the city wants to have more property to maintain, do we want this as an open space; if a requirement for her with this was to pay the property taxes, maybe we looked at doing the property transition now with an agreement that she can maintain it until she passes. But a lot of that would really require the city wanting me to move forward in negotiations and through the city attorney. It was indicated that it does not make any sense for the city to pay property tax to get something in the future. Emergency Water Shortage Policy Overview is that there were four phases of water emergency or water conservation actions. Some of the issues are, if the city went into what was phase three, the hotels had to send out their laundry. And we were informed by at least one hotel owner that if they have to send out the laundry, they can't do that for six weeks; sign an annual contract, most likely; have to lay off all their staff that is currently doing laundry, which is a significant number of people and likely have to close down for a period of time. The attached documents show the red-lined changes proposed. If there are any corrections, forward them to the city manager; there are still some questions regarding noticing property owners as to how to officially notify, mail, email etc. The Recorder will look into this issue for legally noticing homeowners. This will be presented at the next public hearing scheduled.
6. Agenda Item Ongoing Business	
	Ocean View Road transfer timeline The county must do something called legalization, there was an agreement that they have everything they need for legalization, the state parks stated there's no approval for this yet. So, the legalization that they were talking about today was only between the second street, third street - Second street and Pontiac. The part we're looking for the turnover for is Pontiac to Highway 101 where the boardwalk would be. The timeline right now is up in the air and will reconvene in October and then back to the board of commissions. O'Neill property The city has made an offer, and they have made some changes in the wording of the contract, and we are reviewing it. The attorney and the city manager have some changes to send back to them. Included is quite a bit of a grace period to work with the county and work with the process and they really tightened all of that down on us in their return of contracts. The

attorney just reviewed it today. One of the stipulations that they sent back in their contract negotiation was that the park be named Lila Rose Park created by Paul and Emily O'Neill was one of their requests and that they had written into their contract and that it remain a park into the future; The city can live with an informal name; just going back and forth right now on the details of that negotiation.

The county administrators of the 804 funds, mitigation funds. They have \$326,000 to put towards land acquisition for properties along the 804 trail that was part of a settlement from what happened quite a long time ago.

The settlement comes with an agreement process. There are the people and the organizations that were part of that agreement process have been- the city manager met with them a couple of weeks ago to go over if this were something that they would sign off on to use the funds for the purchase, and they have all mostly agreed.

They're waiting for one more nod on it and they have made a list of some stipulations that they have for the property and that those that it'd be X amount of ADA parking spots and not over X amount of parking spots and that there would not be an entrance down to the beach from that location for safety reasons; that there'd be signage that describes the history and all the work that has been put in by all these different organizations and people throughout the years to create the 804 trail and that being a significant part of the 804 trails.

They have given those stipulations to the county council who's going to write up a draft agreement for the Oregon Shores Conservation Group to sign and for the city to sign. As soon as those are signed, they can release the funds; they want two spots to be ADA's parking and no more than four parking spots total.

Joanne Kittel has been working with the group, the Oregon Shores Coalition group, and there's some additional stipulations that the city manager may not know about.

They were one of the groups that signed off on it. Also not mentioned is that they wanted the property in a conservation easement to guarantee that these stipulations are met and enforced over time, and that the city will never sell the property, or give it away, or trade it for any other property. So also, there was a discussion about the concrete, but the city doesn't know what an archaeological site evaluation will find. We don't know what a Geotech will find.

There are other mitigating factors that, if the concrete had to stay, they'd allow soil over it for natural vegetation, it will depend on what those sorts of diagnostic reports will show.

CITY OF YACHATS CITY COUNCIL

	Rocha property update We've been maintaining open conversation, both through email and phone calls through with Clemente Rocha, and emails with Howard, and their logging business representatives, and have let them know that the city council had voted to use a timber appraiser to make an offer on a 25-year lease, and they both agreed to wait for the offer to come through, so they've waited, they're waiting to hear what we have to bring forth. The city manager did sign a contract with a timber appraiser, and he will give a specific appraisal based off a 25-year lease, so he will look at the proceeds, if the timber was to be cut now, versus in 25 years, and the valuation difference of that, and come up with what the lease terms could look like. The city then can make an offer based off that, or we'll all read that and decide what we can do using public funds in an ethical and responsible way. They know that the appraiser's contract is due to have a report to us no later than October 8th, but it is hopeful that it could be towards the end of September that we might get a report from the appraiser. The owner has made it very clear that he's not willing to sell, but a group could go forth on the cost of the lease agreement; it's in the city's court right now.
7. Agenda Item Other Business	
	Elections Mayor Berdie is running for a second term as mayor; Barry Collins is also running for Council. there's only been one additional application for council that has missed the application deadline; and another application was approved to collect signatures at this point, which will need to be completed and verified by the 27th of august. The mayor did submit his information for the voter's pamphlet. The cost is \$50 because we're over 1,000 people within the city limit. 1,013 people, according to the county. It was asked if a voter register event could happen; Like during the Sunday market. Or someplace else. The city does not usually but can have voter registration information at city hall. Some citizens questions: is there a way to support having the temporary housing at the church open year-round; questions about the showers at the church property and when they will get hooked up; when would the plaque be put up at the skate park; and is there a way to put a memorial by the steps going down from the Ocean Road to the beach area. It was stated that the ask would be to State Parks.
Adjournment:	5:03 p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder