



City of Yachats
441 N. Hwy 101, Civic Meeting Room 1
Wednesday, February 18, 2026, 1:00 PM

To Be Held In-Person & Via Zoom

Join Zoom Meeting
<https://us02web.zoom.us/j/81551584584>
Meeting ID: 815 5158 4584

Regular City Council Meeting

Work Session

Regular Session

- I. Call to Order**
- II. Roll Call**
- III. Announcements, Proclamations, and Correspondence**
- IV. Public Comment – limited to items not on the agenda (5-minute limitation per person)**
- V. Public Hearing**
 - a. Ordinance 379 – Public Art
- VI. Consent Agenda – vote to approve**
 - a. The City Manager and City Staff report
 - b. Lincoln County Sheriff Contract Report
 - c. Commission/Committee January meeting summaries
 - d. City Council January meeting summary
 - e. Financial Reports

- f. Local Wetland Inventory Update
- g. Request Tracker Data

VII. New Business

- a. Interview Finance Committee Applicant Paul Kelly
- b. Review proposed language for updates to Chapter 2 – Committees
- c. Changing how we present notices

VIII. Ongoing Business

- a. Water demand and capacity
- b. Free Throw Competition
- c. Review of Vacation Rental License Code Amendments

IX. Other Business

- a. From the Mayor
- b. From Council
- c. From Staff

X. Adjourn

The Yachats City Council meetings are open to the public and interested citizens are invited to attend via Zoom. These are open meetings under Oregon law, but a work session is not a community forum; audience participation is at the discretion of the Council. Meetings are audio-recorded. The meeting are accessible to persons with disabilities. For accommodations, please call (541) 547-3565, or Oregon Relay 1-800-735-2900 TDD) two days in advance. City of Yachats does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. Sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance.

POSTED February 12, 2026 By: Kimmie Jackson, Recorder



City Council Regular Meeting
Meeting Date: February 18, 2026

ITEM TITLE: *Public Hearing for ORD 379- Public Art*

DISCUSSION/BACKGROUND/ISSUE:

The City Council is holding a public hearing on Ordinance 379, Public Art, following multiple reviews.

The most recent City Council review included suggestions and edits, specifically concerning the removal of artwork.

Background:

As part of the 2025 City Council Goals, goal 2.4 states that the City “Establish and fund a Public Art initiative and encourage local artists to submit ideas for public art projects.” The first part of this initiative was to develop a policy to guide the process. Councilor O’Shaughnessey, along with a workgroup, evaluated public art policies from communities across the State to find one that they could use to guide a policy for Yachats. This policy does create a public committee, which adds to our public meeting groups.

RELEVANCE TO 2026 COUNCIL GOALS:

1. Secure Sustainable Water Storage & Improve wastewater and water sustainability efforts
2. Provide safe access to and use of city infrastructure, trails, and parks

3. Identify ways to expand the housing supply and diversify housing options
 4. Environmentally aware in all we do
 5. Effectively manage and plan for the city's financial needs
 6. Deliver efficient, effective, transparent municipal services
 7. Synchronize and update city policies and administrative rules.
 8. Continue to prepare for all emergencies
-

RECOMMENDATION:

To approve Ord. 379 for Public Art

PREPARED BY:

Bobbi Price, City Manager



CITY OF YACHATS ORDINANCE NO. 379
AN ORDINANCE PROVIDING FOR THE ACQUISITION,
DISPOSAL, AND REMOVAL OF CITY
PUBLIC ARTS COLLECTION

WHEREAS, the City of Yachats, through its City Council, has expressed a desire to encourage art in public places; and

WHEREAS, the City Council finds that the establishment of a Public Arts Committee will be beneficial in connection with the management of the City's works of public art; and

WHEREAS, the City Council desires to create a process under which recommendations by the Public Arts Committee on matters of public art will be presented to the City Manager and the City Council; and

WHEREAS, the City Council desires to create guidelines for the Public Arts Committee's recommendations regarding the selection and placement of art; and

WHEREAS, the City Council desires to establish a process for public art acquisition and location that is conducted in open and transparent meetings;

NOW, THEREFORE, THE CITY OF YACHATS ORDAINS AS FOLLOWS:

SECTION 1. Definitions.

For purposes of this ordinance related to the process, standards and guidelines for the acquisition and placement of works of art by and within the City of Yachats, the following definitions shall apply:

A. Work of Public Art. Artwork owned by the City of Yachats, which may include, but is not limited to:

- (1) Sculptures, a combination of materials that are freestanding, wall-supported or suspended; or

- (2) Murals, drawings, photographs, prints, calligraphy, painting or a combination of materials in display; or
- (3) Earthworks, fibers, neon, glass, mosaics, and any combination thereof;
- or
- (4) Furnishings, outdoor fixtures of unique composition or limited edition such as gates, railings, signage, seating and the like.

B. City of Yachats Public Art Collection. The collected Works of Public Art that are owned and maintained by the City.

C. Acquisition. Inclusion of a specific piece of art into the City of Yachats Public Art Collection by means of one of the following:

- (1) Purchase;
- (2) Commission; or
- (3) Acceptance of gift.

D. Disposal. Divestment of a Work of Public Art by the City by exchange, donation or sale.

E. Removal. To remove a Work of Public Art from public display.

SECTION 2. Establishment of Public Arts Committee.

A. Composition. The Public Arts Committee shall consist of five members who are appointed by the Mayor and confirmed by the City Council. The preferred composition of the Committee shall consist of a representative from each of the following segments of the local community: local artists, the business community, and citizens who reflect the interests and diversity of the community at large.

B. Role. The Public Arts Committee is charged with providing recommendations to the City Manager and City Council for strategic planning and advice as to the appropriateness of local public art considerations.

C. Terms. The five members of said Committee shall each serve a term of three years, ending on December 31 of the third year of their term, or until a successor is appointed and qualified. The City Council is authorized to adjust the lengths of the initial terms of office so that the terms the five Committee members will expire in different years.

SECTION 3. Acquisition of Works of Public Art.

A. Manner of Acquisition. The City Council or City Manager, following a recommendation by the Public Arts Committee, may acquire a Work of Public Art by any of the following means:

- (1) Purchase with designated funds in conformity with the relevant provisions of the Yachats Municipal Code.
- (2) Commissioned with designated funds in conformity with the relevant provisions of the Yachats Municipal Code, including those regulating public contracting.
- (3) Acceptance of a donation, provided that the City will not guarantee continuous public display of a donated work of art.

B. Criteria for Acquisitions. The Public Arts Committee shall submit recommendations to the City Manager regarding the acquisition of Works of Public Art. If the artwork cost is above the City Manager's designated spending authority, the City Manager shall present the Public Arts Committee's recommendation to the City Council. The Public Arts Committee's recommendations shall be based upon consideration of the relevant provisions of the following criteria:

- (1) Quality. The work of art should be of exceptional quality and enduring value.
- (2) Site. The work of art should enhance the character of its intended site with consideration given to scale, color, material, texture, content, and the social dynamics of the location.
- (3) Cost. The cost of the artwork and its installation.
- (4) Maintenance and Durability. The cost to maintain the work of art.

- (5) Medium. The form of visual medium, subject to any other relevant law or ordinance.
- (6) History. The historical, natural features and the relationship to the proposed or existing site.
- (7) Public Liability. Likelihood of causing risk or other potential liability to the City.
- (8) Diversity. Representation of cultural diversity is encouraged.
- (9) Vision. Consistency with or support for the City's goals, policies and vision.

C. Siting Works of Public Art. The City Council or City Manager, as appropriate, and after consideration of the recommendations of the Public Arts Committee, shall select the site for a Work of Public Art. Said determination shall take into account the relevant provisions of the following criteria:

- (1) Ownership. Public Art, when feasible, should be placed on a site owned by the City.
- (2) Visual accessibility. Works of Public Art should be visually accessible to the public.
- (3) Enhancement of public spaces. Works of Public Art should enhance the overall public environment.
- (4) Pedestrian accessibility. Works of Public Art should be accessible to high levels of pedestrian traffic, particularly public walkways.
- (5) Circulation. Works of Public Art should not block windows, entryways or obstruct normal pedestrian or vehicular traffic.
- (6) Scale. Works of Public Art should not be placed in a site that is inappropriate in scale with the adjacent architecture or other features.

Artworks of minor value and that are used for decoration in or upon City facilities shall be displayed at the direction of the City Manager.

SECTION 5. Removal or Relocation of Works of Public Art.

A. The City Manager is authorized to remove from public display a Work of Public Art, taking into consideration the recommendation of the Public Arts

Committee. The Public Arts Committee shall consider the following criteria in making its recommendation:

- (1) Damage or destruction of the work of art such that repair is impracticable.
- (2) The site for the artwork has become unsuitable or inappropriate due to inaccessibility to the public or damage or destruction of the site.
- (3) The artwork has demonstrated fault of design or workmanship.
- (4) The artwork causes excessive or unreasonable maintenance.
- (5) The artwork presents a physical threat to public safety.
- (6) The Public Arts Committee finds a significant portion of the community that the artwork is offensive or has become offensive to a group in the community.

B. Relocation of presently owned or previously acquired Works of Public Art shall follow the same process as for newly acquired art, as prescribed in Section 3 C. If the Public Arts Committee finds that a Work of Public Art is better suited to a location that is currently occupied by another artwork, the Public Arts Committee may recommend that the current artwork be relocated or removed.

PASSED and approved by the City Council on the 18th day of February 2026.

	YES	NO	NOT PRESENT
Craig Berdie, Mayor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mary Ellen O’Shaughnessey	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Catherine Whitten-Carey	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Barry Collins	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Nicole Hedlund	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

 Craig Berdie, Mayor

Attest by:

 Bobbi Price, City Manager



City of Yachats City Staff Report | February 2026
501 Hwy 101 N, Yachats, OR 97498 | www.yachatsoregon.org

CITY MANAGER (Bobbi Price)

Library Grand Opening

The Yachats Public Library's highly anticipated grand opening is scheduled for February 28th, from 10:00 am to 12:00 pm. This celebration of a beautiful and integral community space will feature coffee, treats, entertainment, and an opportunity to explore the new library. The Trolley will provide rides from La De La Lane & W 6th to the Library, as parking will be limited.

Basketball- Free throw competition

The new basketball hoops and open gym time at the Commons are ready to be showcased!

City Council, Staff, and the public are all invited to participate in a basketball free-throw competition. If you'd like to form a team, please contact our Commons Coordinator, Rosa, who will be organizing the event details.

The competition will take place on **February 26th at 4:30 pm**. All are welcome to join!

State of the City

The State of the City was a successful event; the Mayor, Commission Chairs, and City Manager highlighted the projects the City has achieved this past year and those planned for next year. Also, a high-level overview of the City Budget's operations was presented, reflecting our work plan for the year and outlining how we will achieve these major milestones. A lot of energy was focused on preparing this presentation over the last few weeks.

Vacation Rental Code Work Session

The City Council held a work session to further discuss the updated and clarified vacation rental code; the majority of comments were in support of the code clarification and amendments. A few comments expressed a desire for the license to stay with the property upon sale. Generally,

alignment was felt, and the council will review the few edits made during their February meeting and then move to a public hearing in March.

Finance Committee

The Finance Committee began planning the Fiscal Year 2026/2027 Capital Improvement Budget at the January meeting and will continue in the February meeting. At the end of January, the City Manager met with two individuals who have expressed interest in joining the Finance Committee. They will be interviewed during the February Finance meeting.

The Finance Committee is also reviewing the City's financial policies and will work to align them with those of other Oregon Cities.

The Finance committee will review the results during their February meeting from the Yachats Business Activity Survey, asking how businesses are performed in 2025 vs 2024.

ADA Restroom

See the Commons Coordinators report for updates.

CITY DEPUTY RECORDER (Kimmie Jackson)

During this reporting period, I've completed AMMS transition and provided Council, staff, and City Manager training manuals. I continue providing support for Commission and Committee meetings through agendas, recordings, and minutes; processed lien requests, prepared ordinances and resolutions as needed; processed routine daily responsibilities, and was off for a scheduled vacation for a week.

PUBLIC WORKS (Rick McClung and Dave Buckwald)

Rainfall at Yachats Public Works:

	2026	<u>Inches</u> 2025	2024	2023
January	3.51	5.41	16.25	9.36
Rain year to date:	3.51	5.41	16.25	9.36

Total water produced: **4,503,300** gallons

Total water accounted for: **3,771,705** gallons Water loss efficiency: **79%**

Total wastewater treated: **5,805,000** gallons

The following is a list of what was done by Public Works staff in January 2026.

Streets:

- Multiple potholes filled.
- Repaired crosswalk sign.
- Installed replacement delineators on Ocean View Drive.
- Street sign maintc.
- 7th Street crosswalk flags installed.

Storm Drainage:

- Storm drain clearing.
- Brush cut Riverside drainage area.
- Cleaned culvert at E. 2nd & Loma.
- Brush cut end of culvert on W. 6th Street.

Water Treatment Plant:

- Water systems operations.
- Water plant maintc.
- Reedy Creek headworks maintc.

Distribution Sys:

- Meter reading and rereads.
- Meter maintc.
- Leak inspections.
- Maintc. on 10k reservoir.
- Installed service line for North Emergency Container.
- Two fire hydrants repaired.
- Water main repair on Hwy 101 S.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.
- Siding replacement at the WWTP generator room.
- Outfall inspection.

Collection Sys:

- Lift station inspections.
- Degreased lift stations.
- Float cleaning.
- Pontiac lift station pump #1 sent to Albany.

Public Works:

- Shop maintc. and clean up.
- Customer complaints.
- Fleet maintc. & repair.
- Equipment maintc. & repair and fueling.
- Multiple locates.
- Brush box handling.
- PW administration.
- Piles picked up for Trails crew.
- Garbage removal at the Commons.
- Samples to Newport.
- City Hall and Commons and New Library work orders.
- PW yard organizing.
- Brush cutting.
- Parts run to Newport.
- Prospect Trail signs installed.
- Playground equipment repair.
- Assist electricians at WWTP.
- Safety meeting.

Wastewater Capital Improvement Projects:

- **Main Lift Station Improvements:**
 - Major projects completed. Final project is to paint the building in the Spring.

- **Quiet Water Lift Station Improvements/Riverside Force Main Replacement:**
 - Preengineering in process.
- **Pontiac Force Main Replacement / 3rd St Improvements:**
 - Preengineering in process.
- **Wastewater Treatment Plant Upgrades:**
 - Continuing with upgrading such as component replacement.

Boardwalk

- Met with engineer to discuss the final design check list
- Structural plans have been submitted to the county planning dept for review and approval.
- Once the project is approved by the county and SHPO sends its final acceptance letter it will go out for bids

Watershed Property

City Manager is negotiating selling price

New Reservoir Analysis

The feasibility study for the new reservoir will continue in the spring/early summer to begin Geotechnical drilling

WTP

- Installation of 4 online turbidity meters -raw, filter 1, filter 2 and finished
- Installation of new level transducers at the Raw and Horizon Hill reservoirs

Budget

Working with Dave and Neal to create the project list for 2025/27 budget

FINANCE OFFICE (Diane Gruver)

Accounts Payable (AP)

- In January, the City paid \$304,957 in invoices from Accounts Payable
- Of this, \$113,770 was designated as spending on CIP projects

The amount that goes out of the Accounts Payable office, and the proportion of CIP spending in that total, varies quite a bit from month to month. It all depends on what we're paying for and the billing cycle for vendors who work on our more expensive CIP projects. This simple chart shows the variations we've seen so far this fiscal year:



New Auditor

We've started discussion with the new auditing company, Baker Tilley, and supplying them with information to both understand Yachats' financial set up better, and see where we're at with 2025. On Feb 11th, Janet Cline and I met with one of the principle staff members assigned to our audit. The aim of this meeting was to give Baker Tilley a solid understanding of how our accounts are set up, where responsibility for different aspects of the City's finances lays, and the specific roles staff members fulfill.

Payroll and Personnel

No news is good news in this department - nothing new to report, and things are going smoothly in this area.

CODE COMPLIANCE (David Fortmeyer)

Completed Tasks

- Followed up with resident about cutting and capping unused ground sprinkler line and about repairing damaged cleanout
- Followed up with local business about status of installing Atmospheric Vacuum Breakers on hose bibs serving pool. Management told me that Emerald Pool and Patio will be installing them between Feb. 3rd and Feb. 8th
- Responded to 1 request tracker complaint about Non-Compliant Lighting
- Responded to 1 request tracker complaint about Overgrown Vegetation

- Sent out 2nd Notice about Maintenance of home in Disrepair. Homeowner met with City Planner to discuss steps that need to be taken to become compliant.
- Sent out 1 notice about Immediate Cease of Unlicensed Vacation Rental Operations
- Sent out 1 notice about Illegal Accessory Dwelling Unit
- Sent out 1 notice about Lighting Violation
- Sent out 1 notice about Overgrown Vegetation
- Sent out 5 notices for backflow prevention device testing and/or repair
- Collaborated with City Hall staff to determine courses of action
- Used Request Tracker to follow up on various complaints
- Used Excel spreadsheet to track existing violations and complaints
- Used Excel spreadsheet to track backflow testing
- Resolved outstanding code cases
- Responded to citizen complaints/inquiries
- Attended Safety Inspection Report Meeting for City Owned Properties
- Met with Counselor Carey, Deputy Brawdy, and Animal Services Deputy Martin to discuss the Yachats Municipal Code, specific to nuisance and animals
- Attended Union Contract Meeting
- Attended City Hall Staff Meeting

Field Work

- During an inspection, I advised a vacation rental company to install an Atmospheric Vacuum Breaker on hose bib serving hot tub.
- Performed 3 new vacation rental inspections and 1 re-inspection
- Performed regular “drive-by” compliance checks
- Assisted Valley Fire Control in Annual Fire Extinguisher Maintenance
- Took photos at various locations to send with emails and notices
- Performed 1 Light Meter Test
- Investigated Request Tracker complaints

Ongoing Initiatives

- Community Education: Educating residents and businesses on city ordinances
- Topic of interest: Kelvin Scale and Color Temperature (Color Your Way to Compliance)

LIBRARY (Traci Altson)

The Library has been up and running a month now, although we closed some of the first week of February new bookshelf installation. The installers were a good team and easy to work with but unfortunately, the factory shorted them many bookshelf components.

So we ended up with roughly 1/2 of the ordered bookshelves but I feel we will still be in a good place for our Grand Opening.

Bobbi, David Rivinus, Lorraine Barrett and I have been planning the Grand Opening and I believe it will be a fun event for all.

Our foot traffic has picked up dramatically, with most people giving kudos and high marks to our new building. The volunteers are all settling in and things are going well!

The Library will close once again from 2/11 until approximately 2/18 while we shelve our entire collection which will arrive from storage in Waldport on 2/11.

We will roll out two new programs at the Grand Opening. One is our participation in the Newport Aquarium's culture pass program, providing Yachadians with a once-yearly pass for themselves and three additional family members, to the aquarium. We are also participating in One Book, One Coast. Numerous west coast libraries will be reading George Takei's They Call Us Enemy. There will be more about this program mentioned at the Grand Opening as well as a sign up sheet and book giveaway.

The Grand Opening is from 10am-12n on Saturday 2/28/26 with a getting-to-know-your-new-library game (with prizes) along with refreshments, a ribbon cutting, and speakers.

UTILITY CLERK (Becca Parrish)

- January billing was mailed out on time.
- I created a report outlining the rate increases from 2024 to 2025.
- Responded to phone calls and addressed customer inquiries and utility billing questions.
- Greeted and assisted walk-in customers.
- Processed payments and prepared bank deposits.
- Ongoing maintenance of the billing system to ensure utility account information stays current and accurate.

PLANNER (Katherine Guenther)

- Met with DLCD and ODOT on a scope of work for the City's upcoming Transportation Growth Management Plan.
- Completed onboarding of new Planning Commissioners

- Met with Deputy State Fire Marshall to discuss standards for hydrants and residential sprinkler systems
- Assisted with update to Center Way easement agreement
- Assisted with some code enforcement duties
- Normal volume of phone calls, emails and pre-application meetings

CIP UPDATE/CITY CLERK (Neal Morphis)

- Coordinating with Little Log Church Museum Contractor, Top to Bottom Contractors LLC. Interior work continues, and is almost complete. [Link to gallery of photos](#) They plan to have final inspections done the week of 2/9 to have us ready to do the soft open for 2/14 valentines day renewal of vows in the church half of the building. We are in the process of getting new display cases for the museum side of the building.
- The library is mostly done and is operating currently. Some of the interior bookcases have arrived, and more will arrive soon. The official grand opening will take place on February 28th.
- Making updates to the city website.
- Posting news flashes on the website.
- Uploading documents to the document center.
- Arranging for camera to be set up for viewing the brush box at public works. Parts are here, ethernet cables ran, NBS to finalize set up. NBS has found that we received a faulty receiver antenna and we are going to receive a replacement on warranty.
- Updated insurance policy with information about properties.
- Helping with customer service for Planning questions.
- Ordered Starlink receiver for backup internet for first location: City Hall.
- Compiled Report of CIP Spending for General Fund [2026-01-09 Report](#)
- Compiled Report of CIP Spending for Public Works [2026-01-09 PW Report](#)

CITY HALL/CITY COORDINATOR (Lorraine Fritz Barrett)

- Continue to greet people, answer phones, retrieve and open mail, respond to emails;
- proofread newsletter and documents going to the public;
- continue to collect and post donations for Commons;
- continue to work with Rosa and make reservations for the Commons;
- reconcile Civic Rec and Springbrook payments;

- continue to post events on Reader Board and website and maintain City bulletin boards;
- continue to post municipal payments;
- continue to input license and taxes
- attend a TEAMS meeting re: use of Accounts Receivable in Springbrook;
- prepared comparison charts and spreadsheets of F&B and TR taxes for Finance Committee;
- attend library grand opening meetings;
- attend public hearing re: vacation rental code amendments;
- designed, printed and mailed/emailed invites for library grand opening;
- Reviewed Code regarding mobile food units and made notes for City Manager;
- sent late notice with penalties to business and VR license holders; and
- post occasional social media information to City FB page.

Community Spaces Coordinator (Rosa Marchand)

- **Bathroom Project:** We have passed all county inspections, and the restrooms are close to ready for use. Looking to order signage to direct people to them.
- **Fire Inspection:** YYFAP recently underwent a fire inspection as part of their licensing process. While the inspectors were on-site at the Commons, they identified several areas of concern that require corrective action. We received an official Notice of Orders of Corrective Action, with all items needing to be addressed by January 13, 2026. Most of the issues involve clearing items that are blocking or narrowing fire exit paths, these will be straightforward to resolve. We plan to move the excess tables and other stored items currently in the hallway (due to construction) into Room 8. I will also be meeting with Friends of the Library and YYFAP staff to address the recurring storage and access problems in the Basement. The kitchen hood system has already been serviced, and the remaining items will be corrected before the deadline.
- **Sound and Lighting:** The Control Panel has been installed.
- **Emergency Shelter:** Current Focus: Collecting and organizing essential shelter supplies. Developing binders with operational procedures and volunteer guidelines. Creating clear documentation and signage for shelter areas.
- **Commons Supplies/Rental Packages/ Pricing update:** in progress, with plans to be implemented at the beginning of the year, after construction and updates.
- **Updating reservation Accounts:** In Progress

Call Type	Address	Priority	Call Date/Time	Beat	Source
BURG2	1155 NE ALSEA HW	Medium	1/31/2026 11:01	NPS03-WALDPORT	911
TRF	HIGHWAY 101 N / MARINE D	High	1/30/2026 15:44	NPS03-YACHATS	Field Initiated
TRF	935 HIGHWAY 101 N	High	1/30/2026 15:02	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / DIVERSITY	High	1/30/2026 14:21	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / DIVERSITY	High	1/30/2026 14:14	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / OCEAN VIE	High	1/30/2026 13:57	NPS03-YACHATS	Field Initiated
THEFT3	820 NE MILL ST	Medium	1/30/2026 11:26	NPS03-WALDPORT	Phone
CKWELF	44.29267586, -124.11069953	Medium	1/30/2026 9:57	NPS03-SOUTH	911
FOLLUP	541 N HIGHWAY 101	Low	1/29/2026 16:55	NPS01-DEPOE BAY	Phone
ROB1	541 N HIGHWAY 101	High	1/29/2026 11:49	NPS01-DEPOE BAY	911
TRF	HIGHWAY 101 N / 4TH ST	High	1/29/2026 11:29	NPS03-YACHATS	Field Initiated
FOLLUP	195 SE SALMON ST	Low	1/29/2026 11:28	NPS03-WALDPORT	Field Initiated
THEFT4	307 NE CRABAPPLE DR	Medium	1/29/2026 11:06	NPS03-SOUTH	Field Initiated
ORDVIO1	641 HIGHWAY 101 N	Medium	1/29/2026 10:59	NPS03-YACHATS	Field Initiated
FOLLUP	501 HIGHWAY 101 N	Low	1/29/2026 10:02	NPS03-YACHATS	Field Initiated
FOLLUP	495 NE EVERGREEN LN	Low	1/29/2026 9:24	NPS03-SOUTH	Field Initiated
CITCON	420 W 3RD ST	Low	1/29/2026 8:52	NPS03-YACHATS	Field Initiated
HOUSE	3019 NE EAST LINE RD	High	1/29/2026 8:18	NPS03-SOUTH	911
SUSPER1	101 DIVERSITY DR	Medium	1/29/2026 6:52	NPS03-YACHATS	911
CKWELF	225 W OLIVE ST	Medium	1/28/2026 14:14	NPP02-WALDPORT	Phone
HITRUN3	285 NW HIGHWAY 101	Medium	1/28/2026 12:50	NPS03-WALDPORT	Phone
RUN2	2750 S CRESTLINE DR	Medium	1/28/2026 11:37	NPS03-WALDPORT	Phone
SUSPER1	101 DIVERSITY DR	Medium	1/28/2026 10:26	NPS03-YACHATS	Phone
HARASS3	141 BEACH AV	Medium	1/28/2026 9:47	NPS03-YACHATS	Phone
FOLLUP	585 NE WALDPORT HEIGHTS	Low	1/28/2026 9:44	NPS03-WALDPORT	Field Initiated
EDP3	120 NE FAYETTE ST	Medium	1/28/2026 9:31	NPS03-WALDPORT	911
ILPARK	320 NW MAPLE ST	Medium	1/28/2026 9:28	NPS03-WALDPORT	Field Initiated
SUSPER2	250 SW HIGHWAY 101	Medium	1/28/2026 8:44	NPS03-WALDPORT	Phone
CKWELF	380 NW HEMLOCK ST	Medium	1/24/2026 16:24	NPS03-WALDPORT	Phone
AOA	2830 HIGHWAY 101 N	Medium	1/24/2026 14:35	NPS03-YACHATS	Phone
ORDVIO2	655 SW STARR ST	Medium	1/24/2026 14:07	NPS03-WALDPORT	Field Initiated
DOMDIS1	170 SW STRAWBERRY LN B	High	1/24/2026 11:16	NPS03-WALDPORT	911
AOA	1248 SE EAGLE VIEW LN	Medium	1/24/2026 10:39	NPS03-SOUTH	Phone

ASLT2	170 SW STRAWBERRY LN	Medium	1/24/2026 9:51	NPS03-WALDPORT	911
FIR	0 DIVERSITY DR	High	1/23/2026 16:34	NPS03-YACHATS	Field Initiated
BURG3	30 9TH ST	Medium	1/23/2026 16:33	NPS03-YACHATS	Phone
TRF	HIGHWAY 101 S / CAPE RANC	High	1/23/2026 14:55	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / CAPE RANC	High	1/23/2026 11:41	NPS03-YACHATS	Field Initiated
TRF	CAPE RANCH RD / HIGHWAY	High	1/23/2026 11:16	NPS03-YACHATS	Field Initiated
TRF	OCEAN VIEW DR / HIGHWAY	High	1/23/2026 10:42	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / DIVERSITY	High	1/23/2026 9:14	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / LILY CT	High	1/23/2026 8:35	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / GREENHILL	High	1/23/2026 8:12	NPS03-YACHATS	Field Initiated
TRF	141 BEACH AV	High	1/23/2026 6:39	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / WINDY WY	High	1/22/2026 14:36	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / YACHATS C	High	1/22/2026 14:18	NPS03-YACHATS	Field Initiated
THEFT3	585 NE WALDPORT HEIGHTS	Medium	1/22/2026 12:36	NPS03-WALDPORT	Phone
FOLLUP	225 SE SALMON ST	Low	1/22/2026 11:14	NPS03-WALDPORT	Field Initiated
TRF	DOLLAR GENERAL YACHATS	High	1/22/2026 6:58	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / DIVERSITY	High	1/22/2026 6:52	NPS03-YACHATS	Field Initiated
CKWELF	385 NE GRANT ST 2	Medium	1/21/2026 7:54	NPS03-WALDPORT	Phone
BURG1	680 COOLIDGE LN	High	1/19/2026 5:45	NPS03-YACHATS	911
SUSACT3	10449 NW PACIFIC COAST HV	Medium	1/17/2026 16:00	NPS03-YACHATS	Phone
SHOTS2	50 SE 123RD ST	Medium	1/17/2026 15:11	NPS03-SOUTH	Phone
ORDVIO1	320 NW HIGHWAY 101	Medium	1/17/2026 12:20	NPS03-WALDPORT	Field Initiated
FRAUD3	4875 N HIGHWAY 101 59	Medium	1/17/2026 10:33	NPS01-NORTH	Phone
CRASH1	HIGHWAY 101 N / NE STARR	Medium	1/16/2026 14:52	NPS03-SOUTH	911
TRF	HIGHWAY 101 N / NE FOREST	High	1/16/2026 14:42	NPS03-SOUTH	Field Initiated
TRF	NE OCEANWAYSIDE LN / HIGH	High	1/16/2026 12:08	NPS03-SOUTH	Field Initiated
RUN2	2750 S CRESTLINE DR	Medium	1/16/2026 11:43	NPS03-WALDPORT	Phone
SUSACT3	333 HIGHWAY 101 N	Medium	1/16/2026 11:16	NPS03-YACHATS	Phone
ATL	585 NE WALDPORT HEIGHTS	Low	1/16/2026 10:06	NPS03-WALDPORT	Field Initiated
TRESP1	180 NW FAYETTE ST	Medium	1/16/2026 9:28	NPS03-WALDPORT	911
ASLT3	585 NE WALDPORT HEIGHTS	Medium	1/16/2026 8:14	NPS03-WALDPORT	Phone
TRF	HIGHWAY 101 S / YACHATS C	High	1/16/2026 7:44	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / BAYVIEW	High	1/16/2026 6:51	NPS03-YACHATS	Field Initiated
AREACK	400 4TH ST	Low	1/16/2026 6:36	NPS03-YACHATS	Field Initiated

CKWELF	945 SW CANYON DR	Medium	1/15/2026 16:06	NPS03-WALDPORT	Phone
FOLLUP	201 NW 3RD ST	Low	1/15/2026 15:12	NPP01-NORTH	Field Initiated
CRIMIS4	250 SW HIGHWAY 101	Medium	1/15/2026 13:02	NPS03-WALDPORT	Phone
AREACK	1200 ELK MOUNTAIN RD	Low	1/15/2026 11:53	NPS03-YACHATS	Field Initiated
AREACK	200 HORIZON HILL RD	Low	1/15/2026 11:49	NPS03-YACHATS	Field Initiated
AREACK	949 YACHATS RIVER RD	Low	1/15/2026 11:47	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / REEVES CR	High	1/15/2026 11:26	NPS03-YACHATS	Field Initiated
ORDVIO2	285 NW JOHN ST	Medium	1/15/2026 9:48	NPS03-WALDPORT	Field Initiated
AREACK	514 LEMWICK LN	Low	1/15/2026 7:38	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / 4TH ST	High	1/15/2026 6:44	NPS03-YACHATS	Field Initiated
AOAOSP	NW HIGHWAY 101 / NW HEN	Medium	1/3/2026 16:54	NPS03-WALDPORT	Field Initiated
ATL	1200 NW PACIFIC COAST HW	Low	1/3/2026 15:09	NPS03-WALDPORT	Field Initiated
SUSPER3	HIGHWAY 101 N / NE OCEAN	Medium	1/3/2026 13:53	NPS03-YACHATS	911
BURG1	1631 HIGHWAY 101 N	High	1/3/2026 13:01	NPS03-YACHATS	Phone
SUSACT1	285 NW JOHN ST	Medium	1/3/2026 12:09	NPS03-WALDPORT	911
TRF	HIGHWAY 101 S / CAPE RANC	High	1/3/2026 10:34	NPS03-YACHATS	Field Initiated
ANIMAL1	972 OCEAN VIEW DR	Medium	1/3/2026 9:25	NPS03-YACHATS	Phone
TRF	HIGHWAY 101 N / NE BLODGE	High	1/2/2026 16:07	NPS03-SOUTH	Field Initiated
TRF	HIGHWAY 101 S / SURFSIDE E	High	1/2/2026 14:20	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / YACHATS C	High	1/2/2026 14:03	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / NE STARR	High	1/2/2026 10:50	NPS03-SOUTH	Field Initiated
TRF	HIGHWAY 101 N / YACHATS F	High	1/2/2026 10:27	NPS03-YACHATS	Field Initiated
AREACK	500 LEMWICK LN	Low	1/2/2026 10:05	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / YACHATS C	High	1/2/2026 9:21	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 S / REEVES CR	High	1/2/2026 9:12	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / PROSPECT	High	1/2/2026 9:00	NPS03-YACHATS	Field Initiated
TRF	NW ALSEA HW / N BAY ST	High	1/1/2026 16:07	NPS03-WALDPORT	Field Initiated
DRIVING	HIGHWAY 101 N / COOLIDGE	Medium	1/1/2026 15:00	NPS03-YACHATS	Phone
ATL	780 N BAY ST	Low	1/1/2026 12:52	NPS03-WALDPORT	Field Initiated
FIR	1770 SW PACIFIC COAST HW	High	1/1/2026 11:22	SMO-STATE PARKS-LINC	Field Initiated
FIR	0 USFS 1045 RD	High	1/1/2026 10:44	NPS03-SOUTH	Field Initiated
FOLLUP	100 HIGHWAY 101 N	Low	1/1/2026 10:04	NPS03-YACHATS	Field Initiated
TRFASS	501 HIGHWAY 101 N	Medium	1/1/2026 6:34	NPS03-YACHATS	Field Initiated
TRF	SW PACIFIC COAST HW / SW	High	1/1/2026 6:19	NPS03-WALDPORT	Field Initiated



CITY OF YACHATS
EMERGENCY PREPAREDNESS COMMITTEE
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Monday, January 5, 2026

**Audio/Video is not available
due to inappropriate material.**

I. Call to Order Emergency Preparedness Meeting 2:00 pm

II. Roll Call:

Committee Members	P/A
Linn West, Chair	P
Don Groth	A
Drew Roslund	A
Kathryn Torrence	P
Mary Reeves	P
Kathy McCulloch	P
Susan Oppenheimer	A
Seve Oppenheimer	A
Tom Rafalski	P

Staff Members	
Kimie Jackson, Recorder	

III. Announcements / Correspondence: (00:01–05:58) Members discussed recent email communications related to forecasted storm events and emergency notifications. The importance of early notification and redundancy in volunteer communications was emphasized to ensure preparedness when severe weather is anticipated.

IV. Citizens' Concerns - None

V. Reports (06:06-06:23)

- a. December Summary Minutes -No changes.
- b. Fire Dept. Report - No Fire Department report was presented.
- c. Financial Report - No Finance Report was presented.

VI. New Business(16:10-22:50)

- a. Committee to Workgroup Transition - Members discussed transitioning portions of its work to smaller workgroups to focus on specific tasks, including protocol development, outreach, and event planning; and agreed that workgroups would enable more focused discussions and more efficient progress toward defined objectives.
- b. Power: Solar - Solar access and backup power needs were briefly discussed in the context of emergency operations, including maintaining power for communications and shelter operations during outages.
- c. Order for Cemetery Conex - Members discussed the need to identify priority items for storage and use at the Cemetery Conex. Emphasis was placed on inventory awareness, accessibility, and ensuring supplies are appropriate for emergency response needs.
- d. Order for Commons Shelter - The committee discussed priority supplies for the Commons Emergency Shelter, including food, sanitation, medical, and communications resources. The need for flexibility depending on the scale of an emergency was noted.
- e. Shelf construction at cemetery conex -Members discussed shelf construction at the Cemetery Connex to improve organization and access to stored supplies.

VII. Ongoing Business (06:21-12:07)

- a. Commons Emergency Shelter - The committee discussed operations, including access to the building during emergencies, kitchen use, and coordination with volunteers. Members emphasized the need for clear access procedures and written protocols to ensure the shelter can be opened and operated if City staff are unavailable.
- b. Crestview & Radar Conex repair/Paint - Members discussed the condition of the Crestview and Radar Conex units, including repairs, painting, and general maintenance to ensure readiness and security.
- c. Restaurant for emergency shelter - The committee discussed food options for the emergency shelter; members agreed that for minor incidents, operating independently may allow greater flexibility than relying on external agencies. The importance of identifying volunteers with food handler permits and potential community partners was noted.

VIII. Other Business (10:23-34:16)

- a. Red Cross Emergency Simulation - 2027 -The committee discussed prior communication with the Red Cross and noted that Red Cross involvement would be appropriate for large-scale emergencies. Smaller, localized events may be handled independently to allow operational flexibility.
- b. Emergency Fair 9/2026 - Members revisited plans for an Emergency Preparedness Fair focused on the "Two Weeks Ready" initiative. The need to identify a chair or co-chairs for the event was discussed, with further planning to occur at a future meeting.
- c. Article for Newsletter - Members discussed including emergency preparedness content in regular newsletters, particularly seasonal topics such as winter preparedness, first aid kits, and "Two Weeks Ready" messaging. Members supported using short, repeatable articles.
- d. From Committee - Members discussed developing written emergency protocols, particularly for Connex operations. Priority was placed on establishing communications first, followed by access procedures, inventory awareness, tent setup, sanitation supplies, kitchen operations, and medical support. The committee also discussed identifying local medical professionals who could assist during emergencies and documenting appropriate contact information.

Adjourn Committee Meeting at 2:35 pm
Minutes prepared by: Kimmie Jackson, Recorder



**CITY OF YACHATS
FINANCE COMMITTEE
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Thursday, January 15, 2026**

I. Call to Order

II. Roll Call

Committee Members	P/A
Bobbi Price, City Manager	P
Charles Bame-Aldred	P
Lisa Beck	P
Doug Beck	P

Staff Members	
Bobbi Price, City Manager	Rick McClung, Water Lead
Neal Morphis, City Clerk	Dave Buckwald, Wastewater Lead

Audience
16

III. Announcements and Correspondence - None

IV. Citizens' Concerns - None

V. (02:56) New Business

- a. Auditor Vote after Q&A with Umpqua Valley Financial and Baker Tilly - Umpqua Valley Financial's proposal was noted for its experience with small Oregon cities and detailed identification of assigned staff and references. Committee members discussed strengths related to familiarity with similarly sized jurisdictions, as well as concerns regarding proposal presentation, minor errors, and overall staffing depth.

Baker Tilly's proposal was described as more polished and reflective of a large national firm with substantial government auditing experience. Members cited the firm's staffing depth, broader personnel resources, and potential for increased responsiveness and timely audit completion, balanced against higher proposed costs.

Both proposals exceeded the current budgeted amount; staff indicated sufficient flexibility within contracted services to accommodate either proposal. The Committee members were called to vote for the auditor; the vote was tallied, and they agreed to move forward with Baker Tilly for audit services, citing staffing depth, responsiveness, and reference feedback indicating timely completion of audits.

Motion:	Motion to approve Baker Tilly as the City's Auditor:			
Ayes:	L. Beck, D. Beck, Bame-Aldred, and Price	Nays:	Absent:	Abstained:
Passed:	4/0			

VI. (24:55) Reports

- a. CIP Spending Report General Fund - The Finance Committee reviewed draft five-year Capital Improvement Plan as part of early budget development for FY 2026; items discussed were emergency preparedness, community facilities, and phased implementation of adopted master plans; the importance of identifying full project costs over multiple fiscal years, clearly noting where projects are dependent on grants or other external funding, and distinguishing priority needs from longer-term or discretionary projects. Input was received by Chair Altson of the Community Spaces Committee.
- b. Public Works - CIP items were reviewed with focus on water, wastewater, stormwater, and street infrastructure, also discussed carryover projects, updated cost estimates, and the need to coordinate water, sewer, storm, and street work to maximize efficiency and minimize future disruptions; Public Works infrastructure projects represent significant but necessary investments and should remain a priority in CIP planning due to regulatory requirements, system reliability, and long-term sustainability. Input was received by Chair West of the Community Spaces Committee.
The committee will discuss City Hall, Parks & Trails, Commons, and water storage.

Adjourn City Council Meeting 4:00 pm.
Minutes prepared by: Kimmie Jackson, Recorder



CITY OF YACHATS
YACHATS LIBRARY COMMISSION
MEETING SUMMARY MINUTES
Civic Meeting Room 1, 441 Hwy 101 N. OR 97498
Thursday, January 8, 2026, at 10:00 am

I. Call to Order

II. Roll Call

Commission Members	P/A
David Rivinus, Chair	P
Street Schellhase	P
Layne Morrill (Zoom)	P
Marg Petersen	P

Staff Members	
Neal Morphis, City Clerk	

III. Announcements and Correspondence -

IV. Current Business

- (4:53)** Election of Commission Officer - Chair Rivinus announced he would not seek reappointment, but would continue to support the Commission during the library grand opening and transition period. Member Schellhase was nominated as Chair.

Motion:	The motion was made to accept Schellhase as Chair:			
Ayes:	Morrill, Petersen, Rivinus, and Schellhase	Nays: 0	Absent: 0	Recused: 0
Passed:	4/0			

V. Reports

- (6:53)** Budget Report - Commssoiner Morrill presented the budget report through October 2025, noting that expenses were at or below 33⅓% of the annual budget, consistent with being four months into the fiscal year. Prepaid expenses and insurance accounted for higher early expenditures. Reserve

balances were reported as sufficient to cover remaining construction costs, and added that updated capital project numbers indicate the project is within approximately 1% of budget, with an estimated overage of less than 0.5%, attributed primarily to minor change orders

2. (8:46) Library Administrator –Tracy Altson provided an operational update, reporting that the new library is open and functioning well, with a strong community response. Issues were noted with exterior doors and locks, particularly weather exposure and alignment, and interim security procedures have been implemented. Members discussed the community use of the library community room; scheduling is currently coordinated through the Commons Coordinator. While no final fee structure has been adopted, the general direction is toward no rental fee during operating hours, with possible suggested donations or refundable deposits for after-hours use. There is continued growth in digital library usage, with approximately 195 active users.
3. (22:37) Friends of Yachats Library – The Commissioner Rivinus received an update from Sue May that included expanding bookcase storage, assistance with furniture removal, and significant material support for library equipment, such as televisions and furnishings. The Friends were recognized for their continued generosity and resilience.

VI. New Business

4. Marilyn McKinnon was introduced as a prospective Library Commission member and provided a brief personal and professional background, highlighting her journalism career, long-term residency in Yachats, and lifelong commitment to libraries and reading.

Motion:	The motion was made to recommend to the City Council the appointment of Marilyn to the Library Commission.			
Ayes:	Morrill, Petersen, Rivinus, and Schellhase	Nays: 0	Absent: 0	Recused: 0
Passed:	4/0			

5. (36:21) Process to change from Commission to Workgroup & Vote – Members discussed ongoing City-wide changes to advisory bodies, and the Library Commission is expected to transition from a governing commission to a work group under the City’s current governance structure. Until formal documents are prepared by the City Attorney and adopted by Council, the Library Commission must continue operating in its existing capacity.

Motion:	The motion was made to change from a Commission to a Workgroup:			
Ayes:	Morrill, Petersen, Rivinus, and Schellhase	Nays: 0	Absent: 0	Recused: 0
Passed:	4/0			

Adjourn Yachats Library Commission Meeting 10:59 am

Minutes prepared by Kimmie Jackson, Recorder



CITY OF YACHATS
Community Spaces Committee
MEETING SUMMARY MINUTES
Room 3 441 Hwy 101 N. OR 97498
Tuesday, January 6, 2026, at 2:00 pm

Work Session

I. Meeting called to order

Commission Members	P/A
George Giroux, Vice Chair	P
Adam Altson, Chair	p
John Pravel	p
Dan Wright	P

Staff Members	
Bobbi Price, City Manager	Kimmmie Jackson, Recorder
Rosa Marchand, Coordinator	

II. Work Session Discussion

The group discussed identifying priorities, goals, and potential Capital Improvement Program (CIP) projects for the upcoming fiscal year. Staff provided an overview of the City’s CIP budgeting process, including timelines, funding categories, and how projects are tracked and carried forward within the five-year plan. The group discussed the importance of aligning annual goals with CIP requests and emphasized early planning to ensure projects can be included in future budgets and grant opportunities. Key project discussions included Phase 2 improvements to the Commons (including ADA restroom completion, hallway, and storage upgrades), acoustic treatment for the multipurpose room, and continued progress on sound and lighting improvements. Then discussed longer-term planning efforts, including a new pavilion, YYFAP-related projects, and master plan implementation, noting that several of these efforts would require multi-year planning, work groups, and potential grant funding. Additional updates included clarification on projects that

cannot move forward, such as a proposed mural at the water treatment plant due to warranty restrictions.

Regular Meeting

- I. Regular meeting called to order**
- II. Roll call:** All members present
- III. Announcements** - None
- IV. Public Comment** - None
- V. New Membership, Vote in Chair & Vice Chair**

Motion:	Motion to have Altson continue as Chair, and Giroux, Vice Chair, to handle the agenda and correspondence.			
Ayes:	Giroux, Wright, Pravel, and Altson	Nays: 0	Absent:0	Recused:
Passed:	4/0			

VI. Reports

- a. Summary Meeting Minutes - No changes
- b. Workgroup Report
- c. Commons Report: Rosa provides highlights of the report online.

VII. Ongoing Business

The group discussed existing and proposed signage needs within the Prospect area and the Commons, including wayfinding, directional, and informational signage; reviewed current signage conditions and identified the need for clearer, more consistent signage to improve visitor navigation, accessibility, and overall user experience, and that signage improvements may be phased over time and could be incorporated into future CIP requests as funding allows

Adjourn Community Spaces Committee Meeting 3:26 pm.

Minutes prepared by Kimmie Jackson, Recorder



**CITY OF YACHATS
PLANNING WORK SESSION & REGULAR
COMMISSION**

**MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Tuesday, January 20, 2026**

WORK SESSION

- I. Planning Work Session Commission Meeting 2:00 pm**
- II. Call to Order**
- III. Roll Call**

Committee Members	P/A
Marc Sakamoto, Chair	P
Craig Hogan	P
Loren Dickinson	P
Mary Aebi, Vice Chair	P
Jolene Gosselin	P
David Diamond	P
Steve Chase	P

Staff Members	
Bobbi Price	Neal Morphis, City Clerk
Kimmie Jackson, Recorder	Katherine Guenther, Planner

Work Session

- I. **(01:15)** The Commission continued its discussion regarding water capacity for future development. City staff and the City’s water system operator provided an overview of summer water demand compared to available supply, including system capacity, seasonal fluctuations, and operational constraints. A graphical presentation illustrated gallons-per-minute demand, creek flows, and the effect of the City’s water agreement with South Lincoln County, which provides additional capacity during peak demand periods.

Discussion focused on the City's ability to meet current and projected demand, system resilience during emergency events such as fire or major leaks, and long-term considerations including climate change impacts, population trends, and tourism-related seasonal population increases. Commissioners discussed prior drought years, potential future reductions in stream flow, and regional coordination efforts. Staff noted that while long-range projections involve uncertainty, current data indicate the City can meet foreseeable demand, subject to continued monitoring and planning.

Regular Session

- I. Citizens' Concerns** – None
- II. Ongoing Business**
 1. Update on Cascadia Partners' work: No report at this time.
 2. (1:12:20) Noxious Weeds Ordinance – The Commission discussed the status of the Noxious Weed Ordinance, including background, implementation considerations, and its alignment with broader land-use and environmental objectives. No action was taken.
- III. New Business**
 1. (2:04:55) Discussion of the Comprehensive Plan update: The Commission discussed the upcoming update, including scope, anticipated timeline, and coordination with other City planning efforts. Commissioners discussed priorities, data needs, and opportunities for public engagement.
- IV. (2:10:54) Reports**
 - a. Commission Chairs' Meeting: A brief report was provided on the topics discussed at the recent meeting.
 - b. Planners Report – None
 - c. Meeting Summary Minutes: The Commission reviewed key discussion points from the meeting and identified items to carry forward to future agendas.

Adjourn City Council Meeting 4:25 pm
Minutes prepared by Kimmie Jackson, Recorder



**CITY OF YACHATS
PUBLIC WORKS & STREETS COMMITTEE
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Tuesday, January 13, 2026**

WORK SESSION

1. (01:28) Discussion - Vacant Properties w/o services & properties with septic tanks, approach to provide services, and Committee member assignments for February.

The discussion focused on long-term infrastructure planning for vacant properties without utility services and for developed properties currently served by septic systems within city limits; members reviewed information indicating that approximately fourteen developed properties rely on septic systems and approximately fifteen vacant properties currently lack sewer service, with many located significant distances from existing sewer infrastructure, making extensions costly and technically complex.

Discussion continued regarding existing City Code provisions related to sewer connection requirements, including the requirement to connect when service is available, the lack of clarity regarding distance thresholds, the continued installation of septic systems, and coordination with Planning and Code Enforcement. Environmental risks, system maintenance, septic system lifespan, and Lincoln County and State of Oregon regulatory requirements were identified as needing review.

Discussion continued around potential strategies to address these issues, including identifying property ownership and occupancy status, educating property owners about septic maintenance obligations, evaluating phased sewer extensions, considering Local Improvement Districts (LIDs), and incorporating projects into the City's Capital Improvement Program.

Committee Commissioner assignments were identified for February to gather additional information, including researching maintenance requirements, property ownership, and comparable policies used by other jurisdictions.

REGULAR MEETING

- I. **Public Works & Streets Commission Meeting 3:00 pm**
- II. **Call to Order**
- III. **Roll Call**

Committee Members	P/A
Linn West, Chair	P
Don Groth, Vice Chair	P
Alex Cox	P
James Welch	P
Kevin Erdahl	P
Don Phipps	P

Staff Members	
Neal Morphis, City Clerk	Bobbi Price, City Manager
Rick McClung, Water Lead	Dave Buckwald, Wastewater Lead

Audience
10

- a. (1:02:10) Vote for Chair and Vice Chair for 2026.

Motion:	The motion was made to have West continue as Chair and Groth continue as Vice-Chair. :			
Ayes:	Groth, Cox, Erdahl, Phipps, Welch, and West	Nays:	Absent:	Abstained:
Passed:	6/0			

- IV. (1:06:12) **Announcements / Correspondence** - The Commission received updates regarding the ongoing process to transition from a Commission to a Committee under the City Charter, coordination and planning related to the Transportation Plan with ODOT, and the need to fill a vacant Commission seat. The updates were informational, and no action was taken.
- V. **Citizens' Concerns (5-Minute Limit)**
- VI. (1:09:37) **Reports**
 - b. Meeting Summary (Information only) No comments.
 - c. Fire Dept Report - (Linn) No report.
 - d. Emergency Preparedness Committee Report (Linn)gave updates on

preparedness planning and coordination efforts.

- e. (1:12:16) Public Works Report (Rick & Dave) Water Lead Rick McClung and Wastewater Lead Dave Buckwald presented the Public Works report, providing updates on current system operations, maintenance activities, and ongoing infrastructure considerations. No immediate issues requiring Committee action were identified. Monthly Speed Data was received as informational and will continue to be monitored as part of ongoing traffic safety discussions.
- f. (1:59:17) PW Finance Report - (Don G) summarized the current financial status and expenditures related to Public Works operations.

Adjourn Meeting 4:20 pm.

Minutes prepared by: Kimmie Jackson, Recorder



**CITY OF YACHATS CITY COUNCIL
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Wednesday, January 12, 2026**

- I. Call to order the City Council Work Session Meeting at 11:00 am**
- II. Roll Call**

Council Members	P/A
Craig Berdie, Mayor	P
Mary Ellen O’Shaughnessey	P
Catherine Whitten-Carey	P
Barry Collins	P
Nicole Hedlund	P

Staff Members	
Bobbi Price, City Manager	Kimmie Jackson, Recorder

Audience
14

Work Session

I. Council Goals

City Councilors shared highlights from their service during 2025. The discussion emphasized improved collaboration between the City Council and staff, increased organizational stability, and effective teamwork. Councilors noted progress on multiple City initiatives, including infrastructure projects, water system planning, public art, the Commons Master Plan, street improvements, and overall improvements in City operations. The Councilors also reported positive feedback from community members regarding City services.

a. REVIEW OF 2025 GOALS

City Manager Price led a review of the City Council's 2025 goals. Council noted that many goals were completed or substantially advanced, while others remain ongoing and should be carried forward into 2026. The discussion focused on refining goal language and ensuring continuity from year to year.

b. INFRASTRUCTURE AND WATER SYSTEMS

Council discussed infrastructure priorities, with a primary focus on water storage and long-term water sustainability. Progress on reservoir feasibility work was reviewed, including the decision not to extend the agreement with Elk Mountain and the shift toward development of a water storage tank on City-owned property. Preliminary investigations were described as positive, with next steps identified as site preparation, testing, surveying, engineering, and planning.

Funding strategies were discussed, including grants, bonds, urban renewal, and legislative funding. Council emphasized the importance of advancing the project to a shovel-ready stage to improve funding opportunities.

c. GOAL REFINEMENT AND PUBLIC COMMUNICATION

Council discussed refining infrastructure goals to more clearly emphasize secure and resilient water storage. Members also discussed separating broad infrastructure goals from specific annual action items. Additional discussion focused on the need for clear and consistent public communication regarding water capacity, growth, and infrastructure planning.

d. ADDITIONAL INFRASTRUCTURE TOPICS

Council reviewed progress on street rehabilitation planning, wastewater inflow and infiltration reduction, and public works facilities planning. Members agreed these efforts should continue into 2026, with improved communication to the public regarding project sequencing and priorities.

e. NEXT STEPS

Council agreed to continue refining 2026 goals, incorporating commission and committee recommendations, clarifying goal language, and developing actionable items and deliverables. Further discussion will continue at future meetings to finalize the 2026 City Council goals and work plan.

Adjourn City Council Meeting at 4:15 pm.

Minutes prepared by Kimmie Jackson, Recorder



**CITY OF YACHATS CITY COUNCIL
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Wednesday, January 21, 2026**

- I. Call to order the City Council Work Session Meeting at 11:00 am**
- II. Roll Call**

City Council Members	P/A
Craig Berdie, Mayor	P
Mary Ellen O’Shaughnessey	P
Catherine Whitten-Carey	P
Barry Collins	P
Nicole Hedlund	P

Finance Committee Members	P/A
Bobbi Price, City Manager	P
Charles Bame-Aldred	P
Lisa Beck	P
Doug Beck	P

Staff Members	
Bobbi Price, City Manager	Kimkie Jackson, Recorder

Audience
14

Work Session

- I. Urban Renewal District Presentation**
 - Elaine Howard, Urban Renewal consultant, presented information on Urban Renewal Districts (URDs) and tax increment financing for the purpose of educating the City Council and Finance Committee.

- Ms. Howard explained that urban renewal is authorized by state law and is not a new or additional tax, but a redistribution of existing property tax revenues generated from increases in assessed value within the URD.
- She reviewed how assessed values are frozen at the time of URD adoption, with taxing districts continuing to receive revenue from the frozen base while increased assessed value is allocated to the Urban Renewal Agency for eligible projects.
- Ms. Howard discussed property tax limitations under Measures 5 and 50 and how tax increment revenues are calculated and distributed by the county assessor.
- Impacts to taxing districts were reviewed, including clarification that schools, education service districts, and community colleges are backfilled by the State of Oregon and are not directly impacted by urban renewal.
- The distribution of property tax revenues among taxing districts was presented, and Ms. Howard noted the City's low permanent rate levy and the role of urban renewal as a key financing tool for infrastructure and redevelopment projects.
- Allowed uses of urban renewal funds were outlined, including infrastructure improvements, redevelopment and rehabilitation projects, housing-related activities, and grants or loans to support development.
- Limitations on URD acreage and maximum indebtedness were reviewed, along with requirements and procedures for substantial amendments or adoption of a new plan.

- The process for amending an existing URD or adopting a new URD was explained, including public notice, coordination with taxing districts, Planning Commission review, and City Council approval by ordinance.
- Council and Finance Committee members asked questions and discussed fiscal impacts, community benefits, and long-term considerations related to urban renewal.

Adjourn City Council Meeting at 12:25 pm.

Minutes prepared by Kimmie Jackson, Recorder



**CITY OF YACHATS CITY COUNCIL
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Wednesday, January 21, 2026**

- I. **Call to order the City Council Meeting at 1:00 pm**
- II. **Roll Call**

Council Members	P/A
Craig Berdie, Mayor	P
Mary Ellen O’Shaughnessey	P
Catherine Whitten-Carey	P
Barry Collins	P
Nicole Hedlund	P

Staff Members	
Bobbi Price, City Manager	Kimmie Jackson, Recorder

Audience
20

Regular Meeting

- I. **Announcements /Proclamations/Correspondence (1:00)** - The Council acknowledged receipt of correspondence included in the packet and an additional letter concerning water availability and housing density. Councilor Carey provided an overview of upcoming cultural events involving visiting Tibetan monks. Council expressed appreciation for the cultural significance and community engagement opportunities, noting that events would be open to the public and hosted at multiple local venues.

II. Public Comment - None

III. Consent Agenda (6:08)

The City Manager highlighted key items from the staff report, including:

- Library grand opening scheduled for February 28, 2026
- Community basketball free-throw event on February 26, 2026
- State of the City address on February 10, 2026
- Upcoming work session on vacation rental code amendments on February 4, 2026
- Selection of Baker Tilly as the City's new auditor
- Progress on ADA restroom construction
- Implementation of parking fees at Yachats State Park beginning March 30, 2026
- Installation of delineators on Ocean View Drive
- Brush box monitoring improvements
- Sheriff's Office staffing changes and report format updates
- Financial reports indicated the City is tracking near budget expectations at mid-year, with some variances attributed to seasonal revenue timing. Council also received updates on the progress of the wetlands inventory, committee reports, and commission activities.

Motion:	Motion to approve the consent Agenda:			
Moved:	Whitten-Carey			
Ayes:	Collins, Hedlund, Whitten-Carey, O'Shaughnessey, and Berdie	Nays: 0	Absent: 0	Abstained: 0
Passed:	5/0			

IV. New Business

a. Council President nomination and vote (38:56)

Council discussed continuity and workload considerations for the Council President role. Councilor Hedlund was nominated and elected as City Council President for 2026 by unanimous vote.

Motion:	Motion to approve Nicole Hedlund as Council President for 2026:			
Moved:	Whitten-Carey			
Ayes:	Collins, Hedlund, Whitten-Carey, O'Shaughnessey, and Berdie	Nays: 0	Absent: 0	Abstained: 0
Passed:	5/0			

- b. **Library Commission Appointment Vote (43:15)** - Council interviewed Marilyn McKinnon. Members agreed her skills would be an asset to the Commission.

Motion:	Motion to approve Marilyn McKinnon to serve on Seat A, Library Commission:			
Moved:	Whitten-Carey			
Ayes:	Collins, Hedlund, Whitten-Carey, O'Shaughnessey, and Berdie	Nays: 0	Absent: 0	Abstained: 0
Passed:	5/0			

- c. **Committee vacancies announcement (51:24)** - The City Manager outlined current committee vacancies and the importance of volunteer participation to City operations. The Council discussed potential recruitment strategies for volunteers, including outreach at the State of the City event, newsletters, and information packets for new residents. There was general agreement that ongoing recruitment efforts, rather than annual bulk appointments, best suit the community's size and needs.
- d. **2026 Council Goals (1:01:47)** - Council reviewed the proposed 2026 goals and reflected on progress made in 2025. Discussion focused on accountability, implementation, and the role of Council liaisons in supporting committees aligned with specific goal areas. Members agreed that goals should remain flexible, inward-focused, and fiscally cautious given economic uncertainty.

Motion:	Motion to approve Council Goals for 2026; there may be some edits for clarification:			
Moved:	Whitten-Carey			
Ayes:	Collins, Hedlund, Whitten-Carey, O'Shaughnessey, and Berdie	Nays:	Absent:	Abstained:
Passed:	5/0			

- e. **Lincoln County Homeless Advisory Council appointments (1:16:37)** - The Council noted the value of continued participation to ensure Yachats remains informed and represented in countywide efforts addressing homelessness.

Motion:	Motion to nominate Councilor O’Shaughnessey as primary contact, and Councilor Whitten-Carey to be secondary for this Board. City Manager asked for a resolution memorializing the members.			
Moved:	Hedlund			
Ayes:	Collins, Hedlund, Whitten-Carey, O’Shaughnessey, and Berdie	Nays:	Absent:	Abstained:
Passed:	5/0			

V. Ongoing Business

- a. **Chamber Quarterly Update (1:31:38)**- The Council received a report from the Chamber of Commerce highlighting current activities, community partnerships, and efforts to support local businesses and tourism. The Council expressed appreciation for the Chamber’s role in fostering economic vitality and promoting the community, and complemented the new Visit Yachats website.
- b. **Public Art Ordinance to review (1:41:48)** - The Council discussed development of a Public Art Ordinance to formally establish a Public Art Committee and clarify its scope, authority, and relationship to the Council goals. A Public Hearing will be held in February to adopt this new ordinance.

**Section 5, A - Added #6. The Public Arts Committee finds that a significant portion of the community finds the artwork offensive or that it has become offensive to a group within the community.

- c. **Agenda Center (1:53:01)**- The Council discussed the recent implementation of the new Agenda Center system. Members acknowledged a learning curve but agreed the system improves public access, organization, and long-term recordkeeping. Staff will continue refinement and training as needed.
- d. **New Water Tank Update (1:58:10)** - The Council received an update from Rick on the property under investigation for the City’s new water storage. The initial field investigation from Westech Engineers looks promising.

I. Other Business

- a. **From the Mayor (2:01:53)** – The Mayor provided remarks on several specific matters raised during the meeting. Discussion focused on ongoing challenges with U.S. Postal Service mail delays affecting timely public notice delivery, and the need to evaluate supplemental notification methods to ensure residents receive required notices in advance of public hearings. The Mayor also referenced coordination with state and regional partners on long-term water supply and collaborative efforts with other water districts through the Lincoln County Water Alliance.

Adjourn City Council Meeting at 3:52 pm.

Minutes prepared by Kimmie Jackson, Recorder

City of Yachats

Fund Balance Report

		Modified Cash Basis					Better (Worse)			
		FY2022	FY2023	FY2024	FY2025 *	FY2026 **	FY26 VS FY25	FY26 VS FY24	FY26 VS FY23	FY26 VS FY22
		30-Jun-22	30-Jun-23	30-Jun-24	30-Jun-25	31-Jan-26				
City Services	100-1010	743,684	895,783	704,922	835,649	866,536	30,887	161,614	(29,247)	122,852
Commons	100-1020	144,737	133,773	54,788	120,923	86,977	(33,947)	32,188	(46,796)	(57,761)
LLC & Museum	100-1025	6,148	13,164	18,469	19,866	21,787	1,921	3,319	8,623	15,639
Library	100-1030	29,547	27,745	6,021	(7,583)	70,948	78,532	64,927	43,203	41,402
Parks and Trails	100-1035	17,678	24,808	8,243	15,012	8,335	(6,677)	92	(16,474)	(9,343)
Visitor Amenities	100-1045	1,298,211	1,222,104	1,527,617	1,547,223	1,219,364	(327,859)	(308,253)	(2,740)	(78,847)
Streets	100-1040	67,073	59,349	67,285	64,215	58,651	(5,564)	(8,634)	(698)	(8,421)
Storm Drains	100-1050	41,136	19,874	9,753	16,486	24,247	7,761	14,494	4,373	(16,888)
Water	600-1700	144,671	177,324	224,811	210,792	140,665	(70,128)	(84,146)	(36,659)	(4,006)
WasteWater	670-1800	160,811	201,148	304,715	378,753	326,478	(52,275)	21,763	125,330	165,668
Total Operating Funds		2,653,694	2,775,074	2,926,624	3,201,337	2,823,988	(377,348)	(102,636)	272,930	1,216,868
SDC's	160-1605	751,225	814,536	911,099	657,294	620,877	(36,418)	(290,222)	(193,660)	(130,348)
Revenue Water Bond	155-1200	43,413	43,650	43,907	44,165	44,307	143	400	658	895
Water Gen Obl Bond	155-1218	49,140	51,554	55,324	59,289	64,401	5,112	9,077	12,847	15,262
South Tank Loan	155-1268	120,268	120,358	120,447	120,537	100,626	(19,911)	(19,821)	(19,732)	(19,642)
WasteWater Loans (2)	155-1276	874,919	909,929	1,101,220	1,155,056	1,131,303	(23,753)	30,083	221,374	256,384
Urban Renewal	900-9000	290,175	468,968	498,048	360,477	551,771	191,294	53,723	82,803	261,596
Total Restricted Funds		2,129,140	2,408,995	2,730,045	2,396,819	2,513,286	116,467	(216,759)	600,905	694,595
City Services Reserves	150-1010	147,935	186,780	231,318	205,983	59,519	(146,464)	(171,798)	(127,261)	(88,415)
Commons Reserves	150-1020	153,468	161,555	250,056	301,991	335,896	33,905	85,840	174,341	182,428
LLC & Museum Reserves	150-1025	208,077	194,809	166,185	(69,093)	136,616	205,710	(29,569)	(58,192)	(71,461)
Library Reserves	150-1030	286,775	253,085	479,203	413,262	(31,117)	(444,379)	(510,320)	(284,202)	(317,892)
Parks and Trails Reserves	150-1035	219,407	500,211	441,797	237,923	398,401	160,479	(43,395)	(101,810)	178,995
Streets Reserves	150-1040	101,356	104,557	44,158	37,013	(9,911)	(46,923)	(54,069)	(114,468)	(111,266)
Storm Drains Capital	150-1050	70,198	119,311	54,228	50,966	47,700	(3,266)	(6,528)	(71,611)	(22,498)
Water Reserves	660-1705	1,769,111	1,856,074	2,077,703	2,036,288	1,899,846	(136,442)	(177,857)	43,772	130,735
WasteWater Reserves	670-1805	1,034,069	1,060,779	1,417,896	1,318,358	1,233,972	(84,386)	(183,924)	173,193	199,904
Total Capital Reserves		3,990,394	4,437,163	5,162,544	4,532,690	4,070,924	(461,767)	(1,091,620)	1,172,150	1,899,783
Total Fund Balances		8,773,228	9,621,231	10,819,213	10,130,846	9,408,198	(722,648)	(1,411,015)	2,045,985	3,811,245

* FY2025 audit not final

City of Yachats
Contract Expense Report
YTD Through January 31, 2026

DESCRIPTION/VENDOR NAME	YTD FY2026
Ace Alarms	799.48
Cline, Janet Financial Services	19,005.00
General Code	672.00
Oregon Cascades West COG Planning	2,147.95
Oregon Labor Law Poster Service	152.00
Perez, John	15,881.25
TCB Security Services Inc	1,470.00
TOTAL PAID YEAR TO DATE	\$ 40,127.68

FY2026 ANNUAL BUDGET AMOUNT \$ 142,748.20

PERCENTAGE EXPENDED 28.11%

Consolidated Revenue and Expense Statement
Governmental Fund (100, 150, 155, 160)
For Period Ended January 31, 2026

Printed: 2/10/2026

Period 07

Fiscal Year 2026

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	\$ 5,764,927.26	\$ 5,764,927.26	\$ -	\$ 5,764,927.26	100.00%	Beginning Balances - Unaudited
300105	Beginning Balance-Hall Bequest	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 150,000.00	100.00%	Beginning Balances - Unaudited
304235	Fines or Liens	\$ 30.85	\$ 50.00	\$ 35.00	\$ 85.00	275.53%	
304221	Franchise Cable	\$ 24,174.75	\$ 9,670.44	\$ -	\$ 9,670.44	40.00%	Received Quarterly
304223	Franchise Disposal Services	\$ 19,833.96	\$ 9,596.49	\$ 4,623.16	\$ 14,219.65	71.69%	Received Quarterly
304224	Franchise Electricity	\$ 74,286.00	\$ 34,949.20	\$ 7,737.69	\$ 42,686.89	57.46%	Received Monthly
304222	Franchise Telephone	\$ 3,315.89	\$ -	\$ 2,733.39	\$ 2,733.39	82.43%	Received Annually
304480	Gifts/Donations	\$ 588,000.00	\$ 588,250.40	\$ 635.00	\$ 588,885.40	100.15%	
304481	Grants	\$ 89,000.00	\$ 2,000.00	\$ 52,082.23	\$ 54,082.23	60.77%	
301500	Interest Earned	\$ 223,943.67	\$ 118,095.20	\$ 17,412.34	\$ 135,507.54	60.51%	Reserve Acct & LGIP Interest
304460	Inventory Sale	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
304210	License Business	\$ 8,683.00	\$ 5,050.00	\$ 1,140.00	\$ 6,190.00	71.29%	
304211	License Vacation Rental	\$ 30,000.00	\$ 22,745.07	\$ 2,418.14	\$ 25,163.21	83.88%	
304435	LID Assessments	\$ 2,596.54	\$ 3,560.21	\$ -	\$ 3,560.21	137.11%	
304462	Merchandise Sales	\$ -	\$ 389.00	\$ -	\$ 389.00	0.00%	
304484	Misc Revenue	\$ -	\$ 59.00	\$ -	\$ 59.00	0.00%	
304491	Other Local Resources	\$ 3,479.20	\$ 3,330.26	\$ 3.28	\$ 3,333.54	95.81%	
304690	Other State Sources	\$ 1,025.00	\$ -	\$ -	\$ -	0.00%	
304230	Permits/Filing Fee	\$ 7,761.00	\$ 4,850.01	\$ 375.00	\$ 5,225.01	67.32%	
304461	Rental Income	\$ -	\$ (45.00)	\$ -	\$ (45.00)	0.00%	
304335	Rents or Fees	\$ 50,000.00	\$ 14,054.34	\$ 1,836.64	\$ 15,890.98	31.78%	
304344	SDC Storm Drain Improvement	\$ 9,741.27	\$ 6,439.88	\$ -	\$ 6,439.88	66.11%	
304343	SDC Wastewater Reimbursement	\$ 45,501.98	\$ 28,902.55	\$ -	\$ 28,902.55	63.52%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
304341	SDC Water Improvements	\$ 18,201.98	\$ 11,013.45	\$ -	\$ 11,013.45	60.51%	
304342	SDC Water Reimbursements	\$ 13,039.77	\$ 7,220.59	\$ -	\$ 7,220.59	55.37%	
304630	State Revenue Share	\$ 20,000.00	\$ 9,376.72	\$ -	\$ 9,376.72	46.88%	
304245	Tax - Food & Beverage Tax	\$ 500,000.00	\$ 181,560.88	\$ 91,707.79	\$ 273,268.67	54.65%	
304622	Tax - Marijuana	\$ 24,389.83	\$ 8,250.81	\$ 627.15	\$ 8,877.96	36.40%	
304110	Tax - Property Current	\$ 97,757.93	\$ 86,660.73	\$ 3,066.28	\$ 89,727.01	91.78%	
304120	Tax - Property Past Due	\$ 1,618.63	\$ 823.97	\$ 229.38	\$ 1,053.35	65.08%	
304650	Tax - State Highway	\$ 82,033.24	\$ 34,765.75	\$ 6,679.01	\$ 41,444.76	50.52%	
304620	Tax - State OLCC	\$ 17,611.16	\$ 5,046.73	\$ 1,328.11	\$ 6,374.84	36.20%	
304610	Tax - State Tobacco	\$ 565.53	\$ 248.47	\$ 35.83	\$ 284.30	50.27%	
304240	Tax - Transient Lodging	\$ 1,350,000.00	\$ 610,491.71	\$ 353,110.34	\$ 963,602.05	71.38%	
314861	Transfer in General Fund	\$ 510,000.00	\$ 255,000.00	\$ -	\$ 255,000.00	50.00%	
314883	Transfer in Urban Renewal	\$ 200,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	50.00%	
304810	Transfer in URD Admin Reimb	\$ 36,000.00	\$ 18,000.00	\$ -	\$ 18,000.00	50.00%	
314863	Transfer in Visitor Amenity	\$ 870,000.00	\$ 435,000.00	\$ -	\$ 435,000.00	50.00%	
314890	Transfer in Water System	\$ 43,000.00	\$ 21,500.00	\$ -	\$ 21,500.00	50.00%	
304501	Transfer In-South Tnk Debt Svc	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
	REVENUE	\$ 10,941,518.44	\$ 8,581,834.12	\$ 547,815.76	\$ 9,129,649.88	83.44%	
105101	City Manager	\$ 86,411.00	\$ 43,639.20	\$ 7,633.21	\$ 51,272.41	59.34%	
105102	Deputy Recorder	\$ 46,248.00	\$ 23,735.83	\$ 3,844.60	\$ 27,580.43	59.64%	
105103	Bookkeeping/Accounting	\$ 42,068.00	\$ 20,639.63	\$ 3,466.73	\$ 24,106.36	57.30%	
105104	CIP Coordinator	\$ 29,262.00	\$ 8,132.83	\$ 1,340.96	\$ 9,473.79	32.38%	
105105	Utility Billing Clerk/CSC	\$ 11,808.00	\$ 20,052.38	\$ 3,326.04	\$ 23,378.42	197.99%	
105108	Planner	\$ 53,405.00	\$ 27,558.42	\$ 4,778.45	\$ 32,336.87	60.55%	
105109	Administrative Assistant	\$ 55,512.00	\$ 20,193.40	\$ 3,368.90	\$ 23,562.30	42.45%	
105110	Water Lead	\$ 25,227.00	\$ 6,897.75	\$ 914.11	\$ 7,811.86	30.97%	
105111	Wastewater Lead	\$ 11,503.00	\$ 7,348.18	\$ 1,340.94	\$ 8,689.12	75.54%	
105114	Utility Worker 2	\$ 6,394.00	\$ 2,852.21	\$ 851.33	\$ 3,703.54	57.92%	
105115	Community Spaces Coordinator	\$ 50,400.00	\$ 25,563.52	\$ 4,567.50	\$ 30,131.02	59.78%	
105116	Librarian Part Time	\$ 21,396.00	\$ 9,533.66	\$ 1,794.55	\$ 11,328.21	52.95%	
105118	Succession Planning w/License	\$ 7,562.00	\$ 6,397.35	\$ 533.83	\$ 6,931.18	91.66%	
105119	Code Enforcer/PW	\$ 37,651.00	\$ 20,326.95	\$ 2,951.59	\$ 23,278.54	61.83%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
105121	Utility Field Foreman	\$ 14,120.00	\$ 9,182.23	\$ 2,628.27	\$ 11,810.50	83.64%	
105122	Utility Worker 1	\$ 9,600.00	\$ 6,533.31	\$ 1,381.79	\$ 7,915.10	82.45%	
105130	Children's Librarian Part Time	\$ 6,000.00	\$ -	\$ -	\$ -	0.00%	
105140	Fringe Benefits	\$ 54,851.00	\$ 18,594.53	\$ 3,214.29	\$ 21,808.82	39.76%	
105141	Insurance Benefits	\$ 96,033.00	\$ 58,100.68	\$ 9,817.02	\$ 67,917.70	70.72%	
105142	Regular PERS System	\$ 111,991.00	\$ 57,706.94	\$ 9,911.88	\$ 67,618.82	60.38%	
	PERSONNEL	\$ 777,442.00	\$ 392,989.00	\$ 67,665.99	\$ 460,654.99	59.25%	
205202	Visitor Center Operations	\$ 46,125.00	\$ 23,000.00	\$ 11,500.00	\$ 34,500.00	74.80%	
205209	Emergency Prep & Public Safety	\$ 10,000.00	\$ 1,776.26	\$ 29.22	\$ 1,805.48	18.05%	
205210	Dues & Memberships	\$ 8,126.20	\$ 3,944.33	\$ 1,310.09	\$ 5,254.42	64.66%	
205214	Marketing (Grants/Prgm/Events)	\$ 270,195.10	\$ 135,726.39	\$ 65,265.75	\$ 200,992.14	74.39%	
205220	Marketing/Road Sign	\$ 104.55	\$ 102.00	\$ -	\$ 102.00	97.56%	
205222	Insurance	\$ 47,204.00	\$ 64,081.62	\$ -	\$ 64,081.62	135.75%	
205224	Trails Maintenance/Supplies/Services	\$ 7,000.00	\$ 4,079.42	\$ 128.81	\$ 4,208.23	60.12%	
205230	Printing (Maps & Signs)	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%	
205240	Office Materials & Supplies	\$ 25,261.62	\$ 7,231.17	\$ 4,315.68	\$ 11,546.85	45.71%	
205241	Computer Equipment and Maint.	\$ 10,000.00	\$ 5,253.28	\$ 823.47	\$ 6,076.75	60.77%	
205251	Telephones/Cell Phones/DSL	\$ 12,181.62	\$ 5,623.04	\$ 1,226.94	\$ 6,849.98	56.23%	
205252	Utilities	\$ 18,408.10	\$ 6,893.75	\$ 865.60	\$ 7,759.35	42.15%	
205253	Postage	\$ 3,000.00	\$ 1,960.03	\$ -	\$ 1,960.03	65.33%	
205255	Education and Training	\$ 22,600.00	\$ 12,436.66	\$ -	\$ 12,436.66	55.03%	
205260	Contract/Professional Services	\$ 92,748.20	\$ 22,273.72	\$ 3,752.00	\$ 26,025.72	28.06%	
205261	Auditor	\$ 7,000.00	\$ -	\$ -	\$ -	0.00%	
205262	Legal Expense	\$ 10,000.00	\$ 3,435.69	\$ 1,228.00	\$ 4,663.69	46.64%	
205263	Bank Charges/Credit Card Fees	\$ 4,170.99	\$ 1,552.96	\$ 751.01	\$ 2,303.97	55.24%	
205270	Travel	\$ -	\$ 667.80	\$ -	\$ 667.80	0.00%	
205282	Software	\$ 32,712.54	\$ 16,053.12	\$ 1,112.58	\$ 17,165.70	52.47%	
205311	Equipment Lease and Rental	\$ 1,457.60	\$ 832.02	\$ 138.67	\$ 970.69	66.60%	
205312	Equipment Fuel/Tires/Parts	\$ 341.66	\$ -	\$ -	\$ -	0.00%	
205313	Equipment Repair	\$ -	\$ 304.04	\$ -	\$ 304.04	0.00%	
205317	Tools and Small Equipment	\$ 9,750.00	\$ 953.34	\$ -	\$ 953.34	9.78%	
205325	Yard Debris Dumpster	\$ 8,582.76	\$ 3,740.90	\$ 1,170.56	\$ 4,911.46	57.22%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205330	Building and Land Maintenance	\$ 64,120.95	\$ 10,855.99	\$ 2,468.95	\$ 13,324.94	20.78%	
205335	Custodial Support/Supplies	\$ 35,062.54	\$ 14,040.40	\$ 2,312.75	\$ 16,353.15	46.64%	
205340	Operating Materials & Supplies	\$ 5,000.00	\$ 171.41	\$ -	\$ 171.41	3.43%	
205345	Books and Periodicals/Programs	\$ 10,500.00	\$ 3,961.45	\$ 142.14	\$ 4,103.59	39.08%	
205361	Parts	\$ 3,000.00	\$ 5,140.29	\$ 119.99	\$ 5,260.28	175.34%	
205362	Consumables	\$ 2,000.00	\$ 71.50	\$ -	\$ 71.50	3.58%	
205363	Outside Services	\$ 599.06	\$ 286.96	\$ -	\$ 286.96	47.90%	
205367	Storm Drain Parts	\$ 500.00	\$ 276.15	\$ -	\$ 276.15	55.23%	
205411	Street Lighting	\$ 21,808.95	\$ 11,638.50	\$ 2,066.56	\$ 13,705.06	62.84%	
205421	Parks/Grounds Maintenance	\$ 22,761.59	\$ 11,932.91	\$ 2,292.03	\$ 14,224.94	62.50%	
205422	Advertising/Legal Notice	\$ 1,000.00	\$ 571.42	\$ -	\$ 571.42	57.14%	
205438	Lincoln County Program Support	\$ 101,475.00	\$ 24,321.75	\$ 23,946.75	\$ 48,268.50	47.57%	
205439	Comm Support/Beautification	\$ 202,662.47	\$ 73,868.80	\$ 34,462.53	\$ 108,331.33	53.45%	
205440	Equipment & Furniture	\$ 2,604.83	\$ 748.56	\$ 269.99	\$ 1,018.55	39.10%	
205470	Equipment Repair/Maintenance	\$ 7,960.12	\$ 7,302.87	\$ 283.32	\$ 7,586.19	95.30%	
205474	Mowing	\$ 18,171.54	\$ 11,614.00	\$ -	\$ 11,614.00	63.91%	
205475	Tree Removal/Trimming	\$ 11,000.00	\$ 300.00	\$ 1,650.00	\$ 1,950.00	17.73%	
205490	Material and Services	\$ 14,417.40	\$ 91.92	\$ -	\$ 91.92	0.64%	
208000	Operating Contingency	\$ 78,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 1,252,614.39	\$ 499,116.42	\$ 163,633.39	\$ 662,749.81	52.91%	
217123	Transfer To LLCM	\$ 50,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	50.00%	
217124	Transfer To Commons	\$ 175,000.00	\$ 87,500.00	\$ -	\$ 87,500.00	50.00%	
217126	Transfer To Capital Reserve	\$ 600,000.00	\$ 300,000.00	\$ -	\$ 300,000.00	50.00%	
217127	OP Transfer - Parks & Trails Operations	\$ 85,000.00	\$ 42,500.00	\$ -	\$ 42,500.00	50.00%	
217128	Transfer to Parks & Trails	\$ 400,000.00	\$ 200,000.00	\$ -	\$ 200,000.00	50.00%	
217129	Transfer to WW Plant Loan	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
217130	Transfer to Wastewater Reserve	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
217131	Interfund Transfer Street Proj	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
217133	Transfer out Storm Drains	\$ 30,000.00	\$ 15,000.00	\$ -	\$ 15,000.00	50.00%	
217141	Transfer Out Storm Drain Res.	\$ 30,000.00	\$ 15,000.00	\$ -	\$ 15,000.00	50.00%	
217143	Transfer to LLCM Reserve	\$ 160,000.00	\$ 80,000.00	\$ -	\$ 80,000.00	50.00%	
	TRANSFERS	\$ 1,790,000.00	\$ 895,000.00	\$ -	\$ 895,000.00	50.00%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
407922	Capital Outlay - Improvement	\$ 470,000.00	\$ 54,192.89	\$ 373.50	\$ 54,566.39	11.61%	
407941	Capital Outlay - Equipment	\$ 155,000.00	\$ 127,324.00	\$ 13,165.50	\$ 140,489.50	90.64%	
407942	Capital Outlay-Infrastructure	\$ 1,506,000.00	\$ 1,087,157.10	\$ 22,816.61	\$ 1,109,973.71	73.70%	
407947	Capital Outlay-Street Projects	\$ 272,000.00	\$ 183,033.43	\$ 4,132.74	\$ 187,166.17	68.81%	
	CAPITAL OUTLAY	\$ 2,403,000.00	\$ 1,451,707.42	\$ 40,488.35	\$ 1,492,195.77	62.10%	
205720	Interest Expense	\$ 31,444.46	\$ 23,980.25	\$ -	\$ 23,980.25	76.26%	
205721	Interest Expense - DEQ	\$ 46,089.35	\$ 24,495.00	\$ -	\$ 24,495.00	53.15%	
205722	Loan Fee - DEQ	\$ 7,443.29	\$ -	\$ -	\$ -	0.00%	
207630	Principal Payments	\$ 131,999.03	\$ 114,423.05	\$ -	\$ 114,423.05	86.68%	
207631	Principal Payments - DEQ	\$ 404,270.65	\$ 200,685.00	\$ -	\$ 200,685.00	49.64%	
	DEBT SERVICES	\$ 621,246.78	\$ 363,583.30	\$ -	\$ 363,583.30	58.52%	
	TOTAL EXPENSE	\$ 6,844,303.17	\$ 3,602,396.14	\$ 271,787.73	\$ 3,874,183.87	56.60%	
	NET GAIN/(LOSS)	\$ 4,097,215.27	\$ 4,979,437.98	\$ 276,028.03	\$ 5,255,466.01	128.27%	

Consolidated Revenue and Expense Statement

Enterprise Fund (660 and 670)

For Period Ended January 31, 2026

Printed: 2/10/2026

Period 07

Fiscal Year 2026

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	\$ 3,623,875.01	\$ 3,623,875.01	\$ -	\$ 3,623,875.01	100.00%	Beginning Balances - Unaudited
301500	Interest Earned	\$ 152,202.76	\$ 79,434.34	\$ 11,926.91	\$ 91,361.25	60.03%	
304310	Water/Wastewater Services	\$ 1,950,000.00	\$ 973,488.96	\$ 163,638.63	\$ 1,137,127.59	58.31%	
304320	Installation Charges	\$ 12,500.00	\$ 5,275.00	\$ -	\$ 5,275.00	42.20%	
304335	Rents or Fees	\$ 2,500.00	\$ 1,687.24	\$ 210.04	\$ 1,897.28	75.89%	
304481	Grants	\$ 100,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	20.00%	
314866	Urban Renewal Contribution	\$ 500,000.00	\$ 250,000.00	\$ -	\$ 250,000.00	50.00%	
314875	Transfer in Water Operations	\$ 250,000.00	\$ 125,000.00	\$ -	\$ 125,000.00	50.00%	
314876	Transfer in Wastewater Service	\$ 200,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	50.00%	
314878	Transfer in WWater Plant Debt	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
314879	Transfer From SDC	\$ 250,000.00	\$ 125,000.00	\$ -	\$ 125,000.00	50.00%	
	REVENUE	\$ 7,141,077.77	\$ 5,353,760.55	\$ 175,775.58	\$ 5,529,536.13	77.43%	
105101	City Manager	\$ 57,607.00	\$ 29,092.80	\$ 5,088.79	\$ 34,181.59	59.34%	
105102	Deputy Recorder	\$ 30,832.00	\$ 15,823.98	\$ 2,563.08	\$ 18,387.06	59.64%	
105103	Bookkeeping/Accounting	\$ 28,046.00	\$ 13,759.73	\$ 2,311.15	\$ 16,070.88	57.30%	
105104	CIP Coordinator	\$ 29,260.00	\$ 14,047.49	\$ 2,316.18	\$ 16,363.67	55.93%	
105105	Utility Billing Clerk/CSC	\$ 47,231.00	\$ 23,711.02	\$ 3,936.00	\$ 27,647.02	58.54%	
105108	Planner	\$ 13,351.00	\$ 6,889.62	\$ 1,194.60	\$ 8,084.22	60.55%	
105110	Water Lead	\$ 79,882.00	\$ 46,063.52	\$ 7,846.02	\$ 53,909.54	67.49%	
105111	Wastewater Lead	\$ 93,037.00	\$ 59,805.80	\$ 9,265.44	\$ 69,071.24	74.24%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
105112	Field Utility 2	\$ -	\$ 403.85	\$ -	\$ 403.85	0.00%	
105114	Utility Worker 2	\$ 57,520.00	\$ 35,712.52	\$ 5,194.91	\$ 40,907.43	71.12%	
105118	Succession Planning w/ License	\$ 68,064.00	\$ 32,846.08	\$ 6,283.59	\$ 39,129.67	57.49%	
105119	Code Enforcer/PW	\$ 20,274.00	\$ 8,935.99	\$ 1,918.19	\$ 10,854.18	53.54%	
105121	Utility Field Foreman	\$ 56,475.00	\$ 33,224.77	\$ 4,684.72	\$ 37,909.49	67.13%	
105122	Utility Worker 1	\$ 38,391.00	\$ 17,318.20	\$ 2,711.91	\$ 20,030.11	52.17%	
105140	Fringe Benefits	\$ 66,026.00	\$ 24,260.82	\$ 3,975.09	\$ 28,235.91	42.76%	
105141	Insurance Benefits	\$ 123,992.00	\$ 73,208.67	\$ 11,900.96	\$ 85,109.63	68.64%	
105142	Regular PERS System	\$ 136,390.00	\$ 78,769.29	\$ 12,631.67	\$ 91,400.96	67.01%	
	PERSONNEL	\$ 946,378.00	\$ 513,874.15	\$ 83,822.30	\$ 597,696.45	63.16%	
205210	Dues & Memberships	\$ 1,200.00	\$ 443.00	\$ 270.00	\$ 713.00	59.42%	
205211	State Fees	\$ 18,819.28	\$ 18,549.63	\$ -	\$ 18,549.63	98.57%	
205212	Fee Expense	\$ 20,283.63	\$ 12,109.34	\$ 1,679.20	\$ 13,788.54	67.98%	
205222	Insurance	\$ 49,805.00	\$ 54,044.08	\$ -	\$ 54,044.08	108.51%	
205240	Office Materials & Supplies	\$ 13,895.80	\$ 7,232.68	\$ 2,182.68	\$ 9,415.36	67.76%	
205241	Computer Equipment and Maint.	\$ 3,500.00	\$ 895.00	\$ -	\$ 895.00	25.57%	
205251	Telephones/Cell Phones/DSL	\$ 22,242.85	\$ 10,576.03	\$ 1,767.12	\$ 12,343.15	55.49%	
205253	Postage	\$ 6,409.18	\$ 3,643.97	\$ -	\$ 3,643.97	56.86%	
205255	Education and Training	\$ 19,500.00	\$ 7,631.72	\$ (45.00)	\$ 7,586.72	38.91%	
205260	Contract/Professional Services	\$ 50,000.00	\$ 11,901.96	\$ 2,200.00	\$ 14,101.96	28.20%	
205261	Auditor	\$ 7,000.00	\$ -	\$ -	\$ -	0.00%	
205262	Legal	\$ 18,000.00	\$ 6,871.31	\$ 2,456.00	\$ 9,327.31	51.82%	
205282	Software	\$ 40,000.00	\$ 25,608.11	\$ 1,113.37	\$ 26,721.48	66.80%	
205311	Equipment Lease and Rental	\$ 3,172.20	\$ 1,663.98	\$ 277.33	\$ 1,941.31	61.20%	
205312	Equipment Fuel/Tires/Parts	\$ 12,065.83	\$ 7,843.07	\$ 834.87	\$ 8,677.94	71.92%	
205313	Equipment Repair	\$ -	\$ 22.69	\$ -	\$ 22.69	0.00%	
205317	Tools and Small Equipment	\$ 6,000.00	\$ 2,204.70	\$ 21.99	\$ 2,226.69	37.11%	
205330	Building and Land Maintenance	\$ 6,562.50	\$ -	\$ 469.00	\$ 469.00	7.15%	
205335	Custodial Support/Supplies	\$ 9,649.21	\$ 3,510.15	\$ 675.71	\$ 4,185.86	43.38%	
205342	Plant Utilities	\$ 55,784.97	\$ 25,460.98	\$ 4,745.52	\$ 30,206.50	54.15%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205351	Main Plant Parts	\$ 18,000.00	\$ 9,940.47	\$ 2,875.06	\$ 12,815.53	71.20%	
205352	Main Plant Consumables	\$ 32,000.00	\$ 20,656.49	\$ 1,018.48	\$ 21,674.97	67.73%	
205353	Main Plant Outside Services	\$ 60,000.00	\$ 23,898.92	\$ 751.86	\$ 24,650.78	41.08%	
205361	Parts	\$ 62,000.00	\$ 39,262.70	\$ 952.86	\$ 40,215.56	64.86%	
205362	Consumables	\$ 6,500.00	\$ 3,759.26	\$ 385.35	\$ 4,144.61	63.76%	
205363	Outside Services	\$ 30,000.00	\$ 17,640.45	\$ 1,026.00	\$ 18,666.45	62.22%	
205440	Equipment & Furniture	\$ -	\$ 1,359.91	\$ -	\$ 1,359.91	0.00%	
205470	Equipment Repair/Maintenance	\$ 19,000.00	\$ 15,055.56	\$ 1,977.71	\$ 17,033.27	89.65%	
205474	Mowing	\$ 8,660.07	\$ 7,195.00	\$ -	\$ 7,195.00	83.08%	
205475	Tree Removal/Trimming	\$ 10,000.00	\$ 6,000.00	\$ -	\$ 6,000.00	60.00%	
208000	Operating Contingency	\$ 50,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 660,050.52	\$ 344,981.16	\$ 27,635.11	\$ 372,616.27	56.45%	
217126	Transfer To Capital Reserve	\$ 450,000.00	\$ 225,000.00	\$ -	\$ 225,000.00	50.00%	
217136	Transfer To Debt Services	\$ 43,000.00	\$ 21,500.00	\$ -	\$ 21,500.00	50.00%	
	TRANSFERS	\$ 493,000.00	\$ 246,500.00	\$ -	\$ 246,500.00	50.00%	
407921	Capital Outlay - Infrastructure System:	\$ 594,000.00	\$ 141,420.29	\$ 11,789.44	\$ 153,209.73	25.79%	
407948	Capital Outlay - Water systems	\$ 1,889,000.00	\$ 533,532.40	\$ 25,020.29	\$ 558,552.69	29.57%	
	CAPITAL OUTLAY	\$ 2,483,000.00	\$ 674,952.69	\$ 36,809.73	\$ 711,762.42	28.67%	
	TOTAL EXPENSE	\$ 4,582,428.52	\$ 1,780,308.00	\$ 148,267.14	\$ 1,928,575.14	42.09%	
	NET GAIN/(LOSS)	\$ 2,558,649.25	\$ 3,573,452.55	\$ 27,508.44	\$ 3,600,960.99	140.74%	

Consolidated Revenue and Expense Statement

Debt Services Fund (155)

For Period Ended January 31, 2026

Printed: 2/10/2026

Period 07

Fiscal Year 2026

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	\$ 1,332,033.88	\$ 1,332,033.88	\$ -	\$ 1,332,033.88	100.00%	Beginning Balances - Unaudited
304484	Misc Revenue	\$ -	\$ -	\$ -	\$ -	0.00%	
301500	Interest Earned	\$ 46,656.62	\$ 27,484.53	\$ 4,438.20	\$ 31,922.73	68.42%	
304110	Tax - Property Current	\$ 44,136.63	\$ 43,415.78	\$ 1,548.47	\$ 44,964.25	101.88%	
304120	Tax - Property Past Due	\$ 730.80	\$ 416.11	\$ 115.84	\$ 531.95	72.79%	
304245	Tax - Food & Beverage Tax	\$ 500,000.00	\$ 181,560.88	\$ 91,707.79	\$ 273,268.67	54.65%	
304501	Transfer In-South Tnk Debt Svc	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
314883	Transfer in Urban Renewal	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
314890	Transfer in Water System	\$ 43,000.00	\$ 21,500.00	\$ -	\$ 21,500.00	50.00%	
	REVENUE	\$ 2,126,557.93	\$ 1,686,411.18	\$ 97,810.30	\$ 1,784,221.48	83.90%	
217129	Transfer to WW Plant Loan	\$ 60,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	50.00%	
217130	Transfer to Wastewater Reserve	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
	TRANSFERS	\$ 160,000.00	\$ 80,000.00	\$ -	\$ 80,000.00	50.00%	
205720	Interest Expense	\$ 31,444.46	\$ 23,980.25	\$ -	\$ 23,980.25	76.26%	
205721	Interest Expense - DEQ	\$ 46,089.35	\$ 24,495.00	\$ -	\$ 24,495.00	53.15%	
205722	Loan Fee - DEQ	\$ 7,443.29	\$ -	\$ -	\$ -	0.00%	
207630	Principal Payments	\$ 131,999.03	\$ 114,423.05	\$ -	\$ 114,423.05	86.68%	
207631	Principal Payments - DEQ	\$ 404,270.65	\$ 200,685.00	\$ -	\$ 200,685.00	49.64%	
	DEBT SERVICES	\$ 621,246.78	\$ 363,583.30	\$ -	\$ 363,583.30	58.52%	
	TOTAL EXPENSE	\$ 781,246.78	\$ 443,583.30	\$ -	\$ 443,583.30	56.78%	
	NET GAIN/(LOSS)	\$ 1,345,311.15	\$ 1,242,827.88	\$ 97,810.30	\$ 1,340,638.18	99.65%	

Consolidated Revenue and Expense Statement

Urban Renewal (900)

For Period Ended January 31, 2026

Printed: 2/10/2026

Period 07

Fiscal Year 2026

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	NOTES
300101	Beginning Balance	\$ 356,622.38	\$ 356,622.38	\$ -	\$ 356,622.38	100.00%	Beginning Balances - Unaudited
301500	Interest Earned	\$ 14,978.14	\$ 9,020.29	\$ 2,022.37	\$ 11,042.66	73.73%	
304110	Tax - Property Current	\$ 579,994.44	\$ 527,894.53	\$ 18,682.96	\$ 546,577.49	94.24%	
304120	Tax - Property Past due	\$ 7,890.29	\$ 4,335.02	\$ 1,158.72	\$ 5,493.74	69.63%	
304491	Other Local Sources	\$ -	\$ 15.01	\$ 20.01	\$ 35.02	0.00%	
	REVENUE	\$ 959,485.25	\$ 897,887.23	\$ 21,884.06	\$ 919,771.29	95.86%	
205261	Auditor	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%	
217126	Transfer To Capital Reserve	\$ 500,000.00	\$ 250,000.00	\$ -	\$ 250,000.00	50.00%	
217131	Interfund Transfer - Street Capital Reserve	\$ 50,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	50.00%	
217137	Trans to South Tank Debt	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	50.00%	
217140	Admin Fee Trans to General Fund	\$ 36,000.00	\$ 18,000.00	\$ -	\$ 18,000.00	50.00%	
217141	Transfer Out Storm Drain Res.	\$ 50,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	50.00%	
	TRANSFERS	\$ 736,000.00	\$ 368,000.00	\$ -	\$ 368,000.00	50.00%	
	TOTAL EXPENSE	\$ 739,000.00	\$ 368,000.00	\$ -	\$ 368,000.00	49.80%	
	NET GAIN/(LOSS)	\$ 220,485.25	\$ 529,887.23	\$ 21,884.06	\$ 551,771.29	250.25%	



January 2026

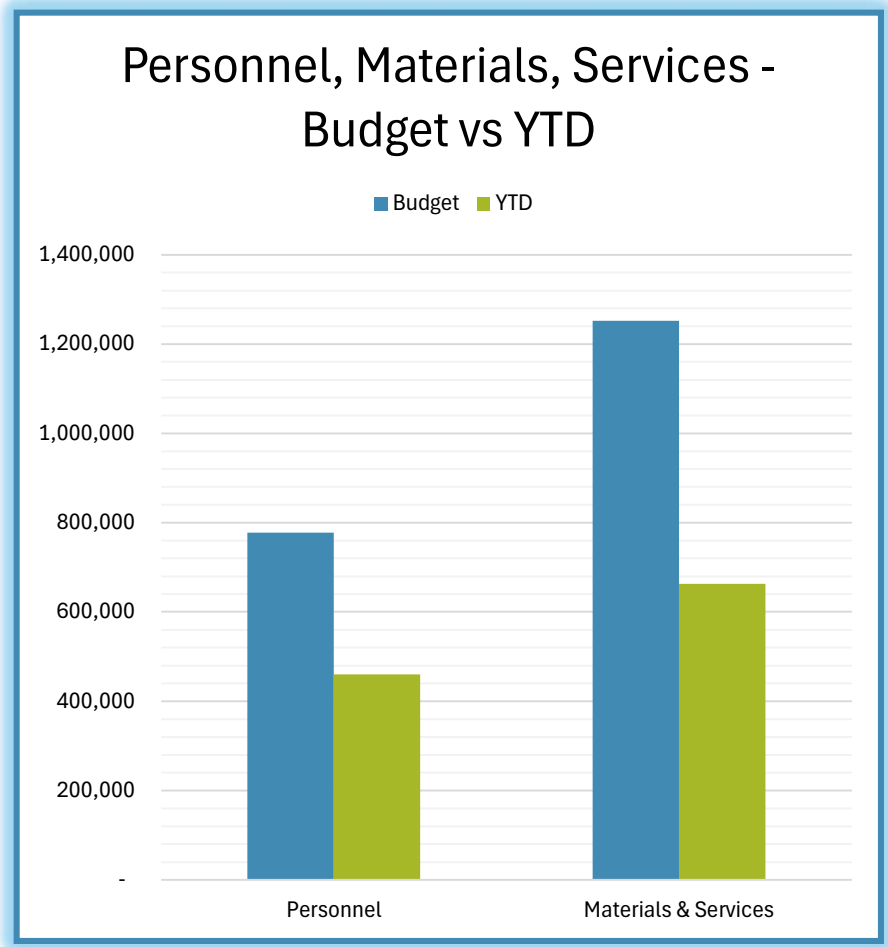
Personnel & Materials

Expenses: Budget vs YTD

(Funds 100, 150, 155, 160)

	<u>Budget</u>	<u>YTD</u>	<u>YTD/Budget</u>
Personnel	777,442	460,655	59%
Materials & Services	1,252,614	662,750	53%

Percentage of Fiscal Year Completed 58.3%





January 2026

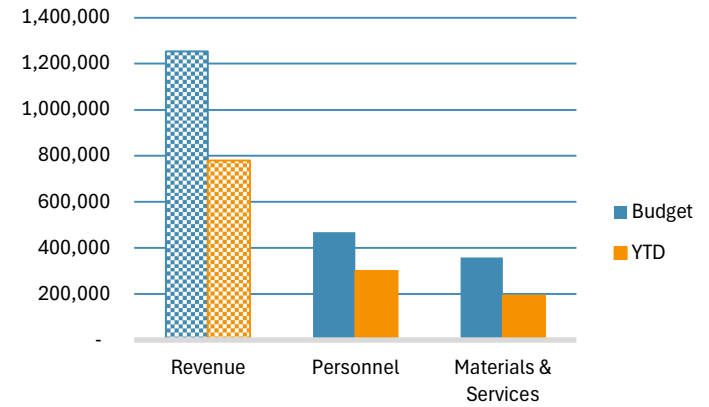
Water & Wastewater

Water Operating Costs

Fund 660

	Budget	YTD	YTD/Budget
Revenue	1,253,651	779,120	62.1%
Personnel	468,796	300,069	64.0%
Materials & Services	358,345	191,887	53.5%

Water - Operating Costs

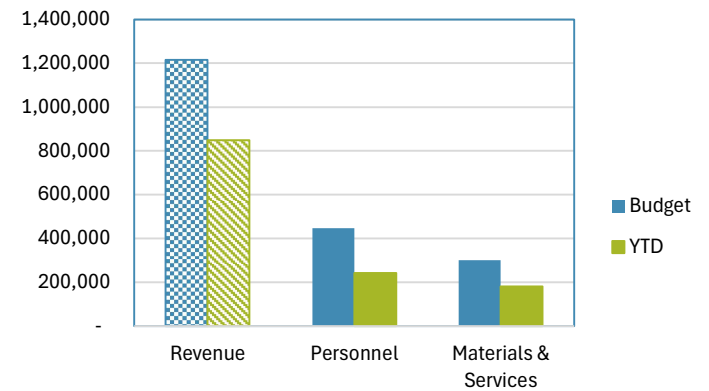


Wastewater Operating Costs

Fund 670

	Budget	YTD	YTD/Budget
Revenue	1,216,124	849,608	69.9%
Personnel	447,141	242,400	54.2%
Materials & Services	301,706	180,730	59.9%

Wastewater - Operating Costs



Percentage of Fiscal Year Completed 58.3%



January 2026

Tax Revenue

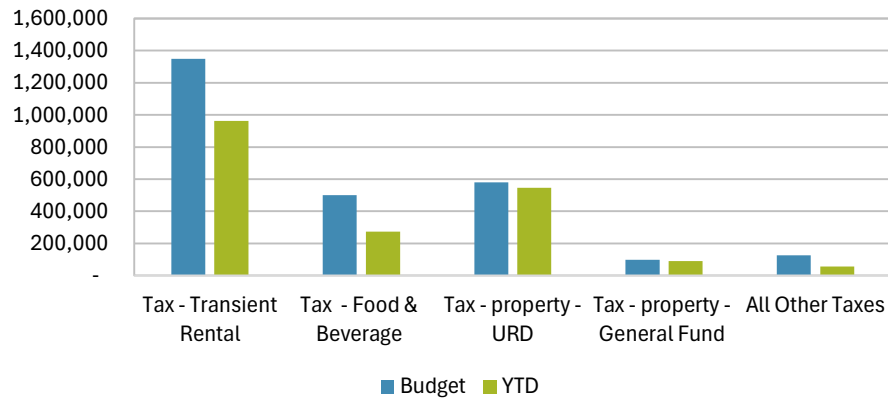
Tax Revenue: Budget vs YTD

	Budget	YTD	YTD/Budget
Tax - Transient Rental	1,350,000	963,602	71.4%
Tax - Food & Beverage	500,000	273,269	54.7%
Tax - property - URD	579,994	546,577	94.2%
Tax - property - General Fund	97,758	89,727	91.8%
All Other Taxes	125,653	58,035	46.2%

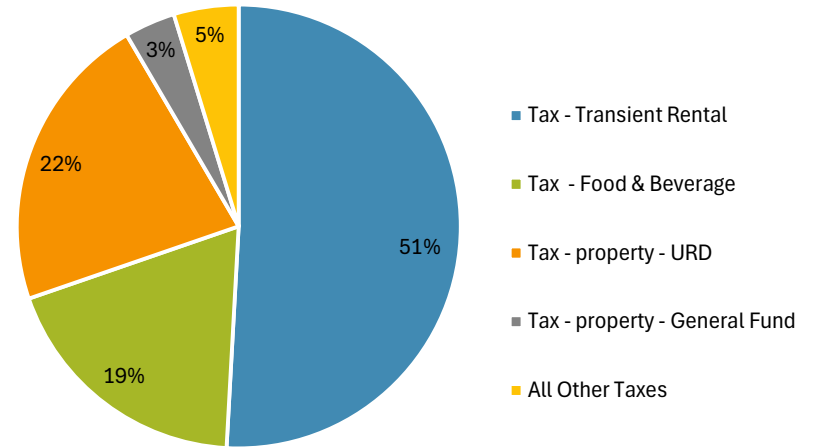
Other Taxes include: Tobacco, OLCC, Marijuana, State Highways, Past due Property Tax

Percentage of Fiscal Year Compl 58.3%

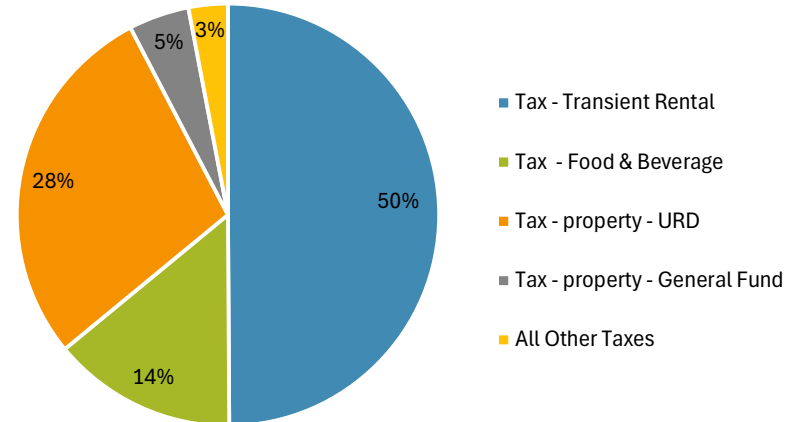
Tax Revenue



Tax Revenue as Budgeted



Tax Revenue YTD





YACHATS
GEM OF THE OREGON COAST

January 2026

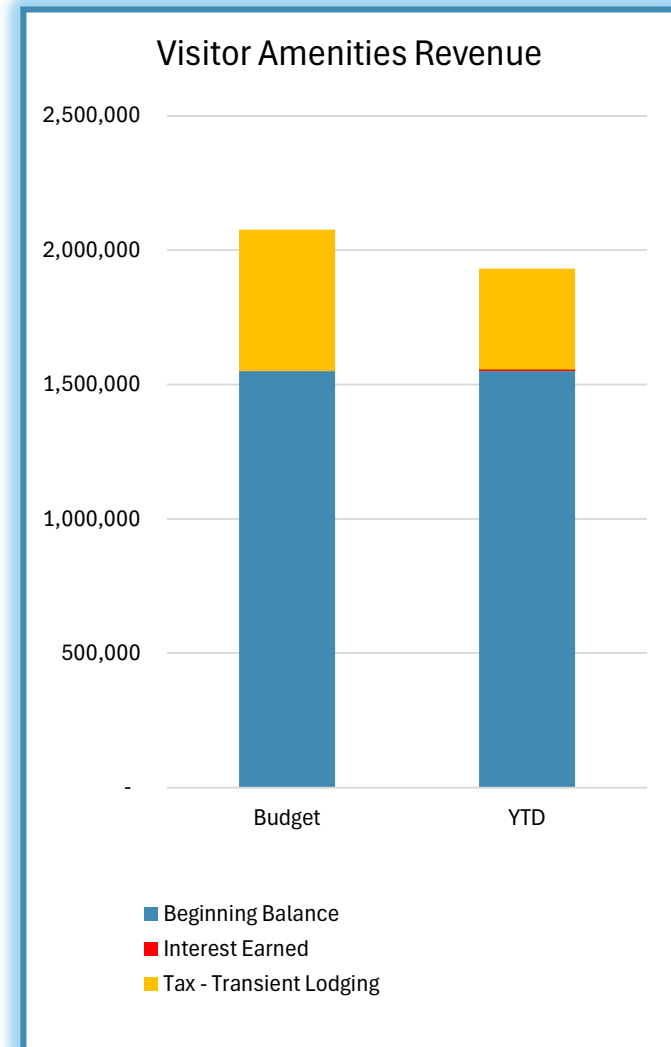
Visitor Amenities

Visitor Amenity

Fund 100-1045

Description	Budget	YTD	YTD/Budget
Beginning Balance	1,549,486	1,549,486	100.0%
Interest Earned	-	5,844	---
Tax - Transient Lodging	526,500	375,821	71.4%
	2,075,986	1,931,151	93.0%

Percentage of Fiscal Year Completed 58.3%



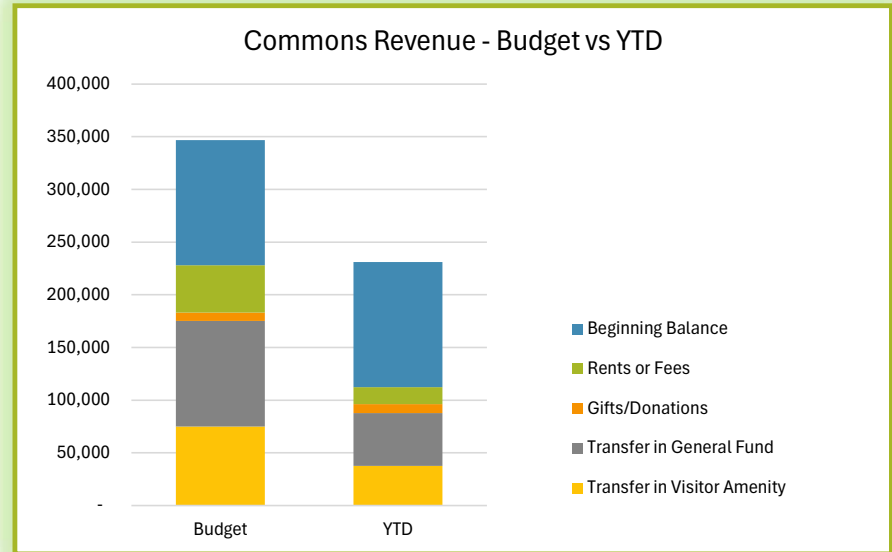


January 2026

Commons Revenue & Expenses

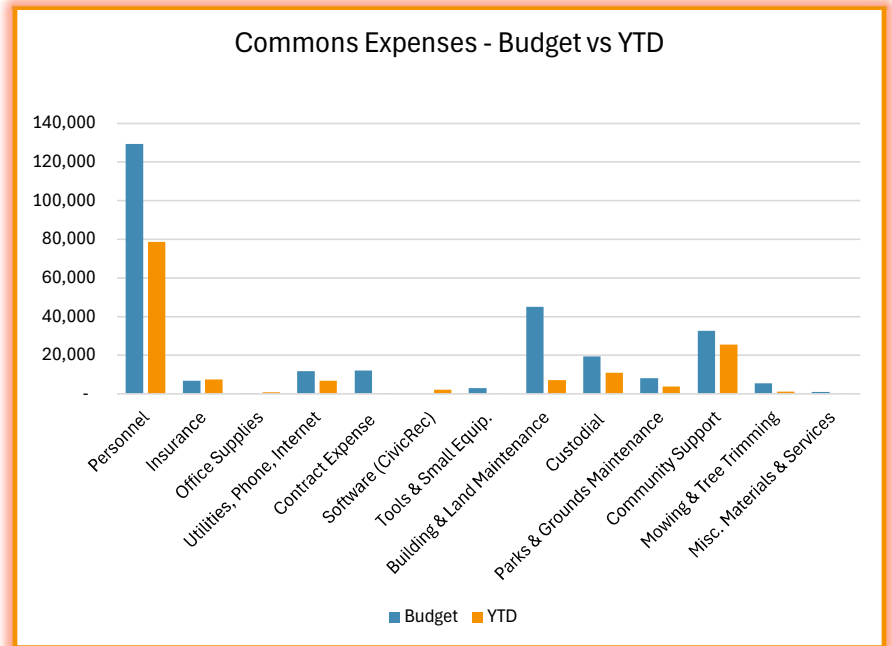
Commons Revenue - Budget vs YTD

	Budget	YTD	YTD/Budget
Beginning Balance	118,734	118,734	100.0%
Rents or Fees	45,000	15,891	35.3%
Gifts/Donations	8,000	8,885	111.1%
Transfer in General Fund	100,000	50,000	50.0%
Transfer in Visitor Amenity	75,000	37,500	50.0%
	346,734	231,011	66.6%



Commons Expenses - Budget vs YTD

	Budget	YTD	YTD/Budget
Personnel	129,305	78,617	60.8%
Insurance	6,695	7,415	110.8%
Office Supplies	262	666	254.7%
Utilities, Phone, Internet	11,693	6,613	56.6%
Contract Expense	12,000	288	2.4%
Software (CivicRec)	-	2,110	--
Tools & Small Equip.	3,000	32	1.1%
Building & Land Maintenance	45,000	7,041	15.6%
Custodial	19,427	10,899	56.1%
Parks & Grounds Maintenance	8,000	3,711	46.4%
Community Support	32,662	25,463	78.0%
Mowing & Tree Trimming	5,500	1,051	19.1%
Misc. Materials & Services	1,000	57	5.7%
	274,544	143,963	52.4%



Note: Expense categories have been arranged by GL code number for this fiscal year

Percentage of Fiscal Year Completed 58.3%



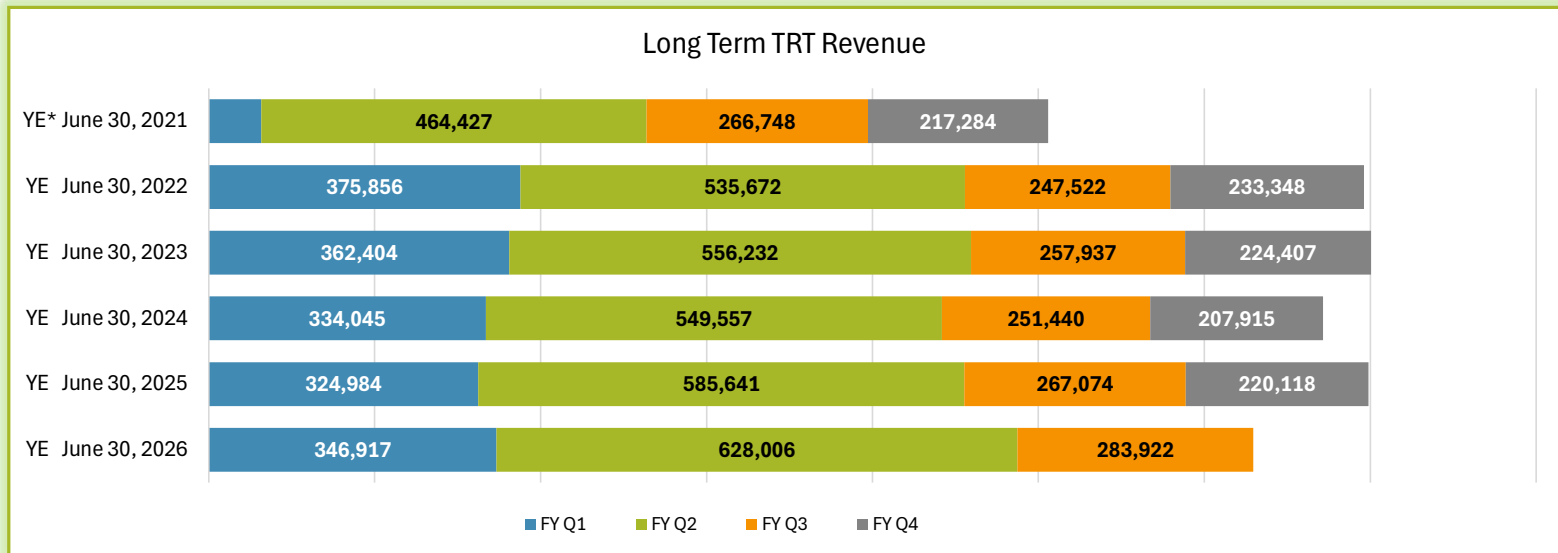
January 2026

Long Term TRT Revenue



	Stays Apr-Jun Paid in July	Stays Jul-Sep Paid in October	Stays Oct-Dec Paid in January	Stays Jan-Mar Paid in April	
	FY Q1	FY Q2	FY Q3	FY Q4	Full Year
YE* June 30, 2021	63,269	464,427	266,748	217,284	1,011,728
YE June 30, 2022	375,856	535,672	247,522	233,348	1,392,398
YE June 30, 2023	362,404	556,232	257,937	224,407	1,400,980
YE June 30, 2024	334,045	549,557	251,440	207,915	1,342,957
YE June 30, 2025	324,984	585,641	267,074	220,118	1,397,818
YE June 30, 2026	346,917	628,006	283,922	0	1,258,845

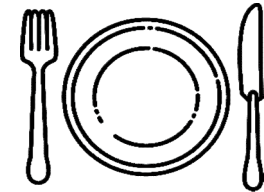
* YE = Year End





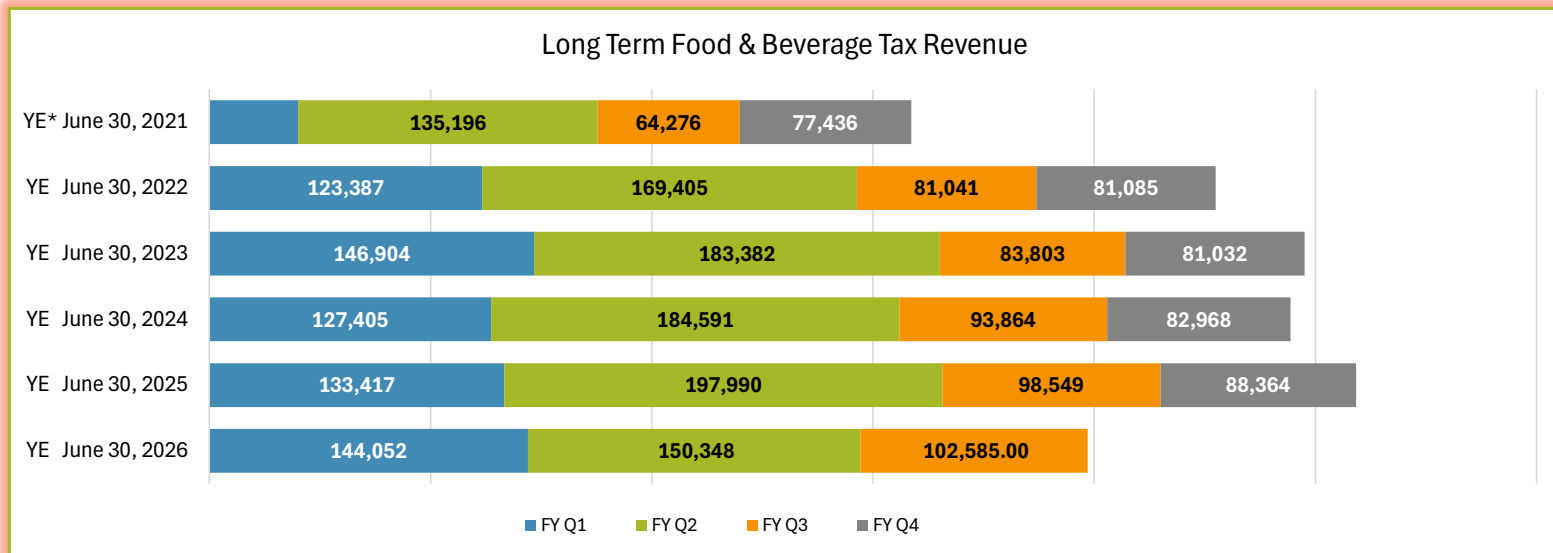
January 2026

Long Term Food & Beverage Tax Revenue



	F&B Tax Apr-Jun Paid in July	F&B Tax Jul-Sep Paid in October	F&B Tax Oct-Dec Paid in January	F&B Tax Jan-Mar Paid in April	
	FY Q1	FY Q2	FY Q3	FY Q4	Full Year
YE* June 30, 2021	40,355	135,196	64,276	77,436	317,263
YE June 30, 2022	123,387	169,405	81,041	81,085	454,918
YE June 30, 2023	146,904	183,382	83,803	81,032	495,121
YE June 30, 2024	127,405	184,591	93,864	82,968	488,828
YE June 30, 2025	133,417	197,990	98,549	88,364	518,320
YE June 30, 2026	144,052	150,348	102,585.00	-	396,985

* YE = Year End



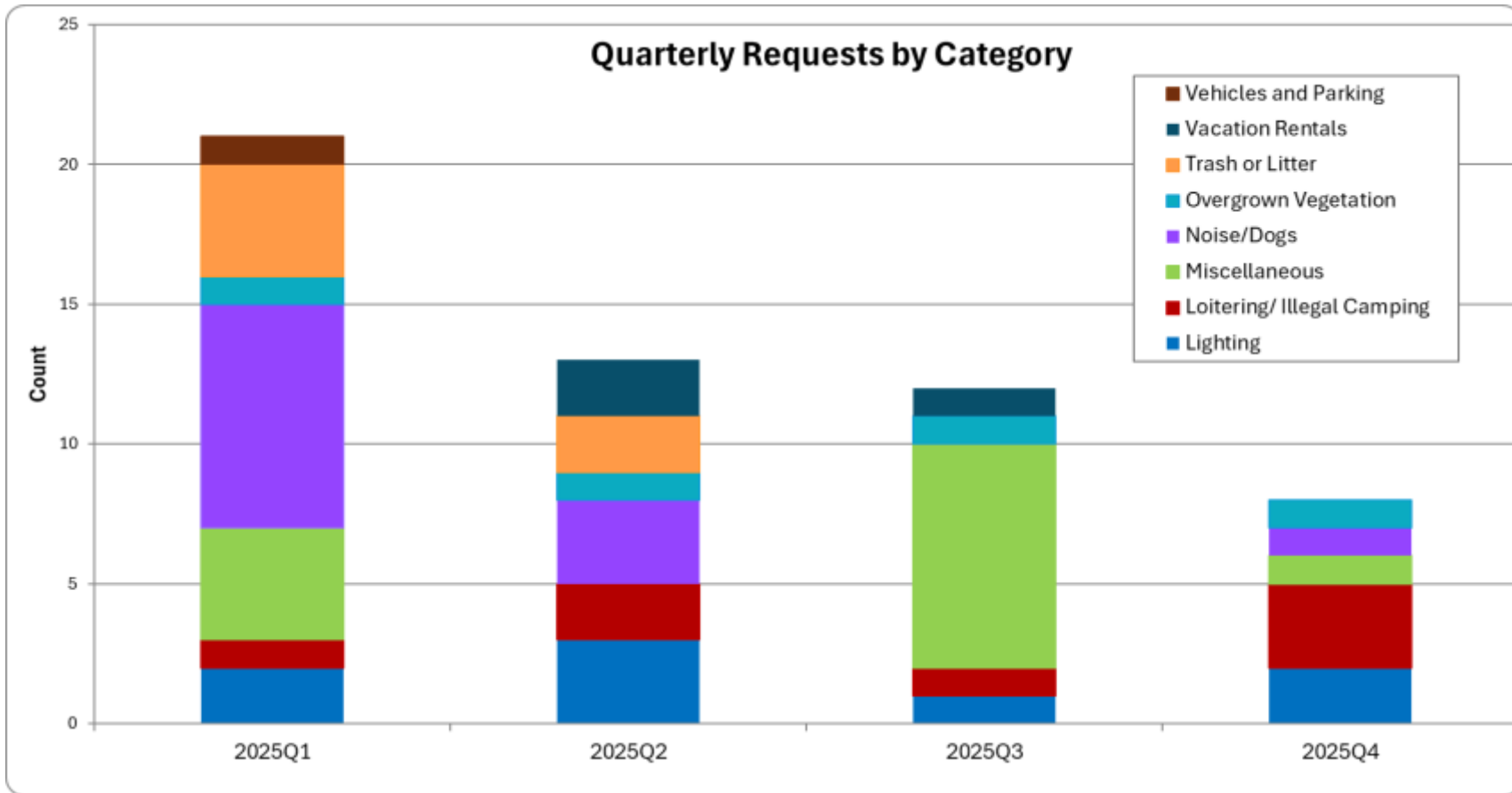
Fingers crossed, we *should* have everything wrapped up next week.

We will be completing our final map review next week; I have the text of the report wrapped pending a few details I need to pull from GIS; and though I want to review them one more time, I believe we have addressed all of Jevra and Ryan's comments.

Shawn Eisner

Pacific Habitat Services, Inc. | Environmental Consultants

O 503.570.0800



Quarterly Totals Per Category

Quarter	Lighting	Loitering/ Illegal Camping	Miscellaneous	Noise/Dogs	Overgrown Vegetation	Trash or Litter	Vacation Rentals	Vehicles and Parking
2025Q1	2	1	4	8	1	4	0	1
2025Q2	3	2	0	3	1	2	2	0
2025Q3	1	1	8	0	1	0	1	0
2025Q4	2	3	1	1	1	0	0	0

Totals Per Status

Category	Dismissed	Pending	Resolved
Lighting	1	2	5
Loitering/ Illegal Camping	0	0	7
Miscellaneous	3	2	8
Noise/Dogs	7	0	5
Overgrown Vegetation	0	2	2
Trash or Litter	1	1	4
Vacation Rentals	0	0	3
Vehicles and Parking	0	0	1

Request Tracker Data 2025

Catagories	Submitted	About	Communication	Status
Lighting	4/16/2025	2 bright lights south of bridge		Resolved 4/25
	4/4/2025	Unshielded Lighting		Resolved 6/30
	4/3/2025	Intrusive Lighting		Resolved 6/6
	3/5/2025	High Intensity Floodlight		Resolved 3/28
	3/3/2025	Spotlight on ocean		Resolved 3/28
	12/9/2025	Bright lights		Dismissed 12/16
	11/14/2025	Unshielded Lighting		Pending
	9/7/2025	Garage Light		Pending
Trash or Litter	6/27/2025	Trash Pile at Buisness		Pending
	6/3/2025	Trash Can Request	Called garbage service for can delivery	Resolved 7/1
	3/5/2025	Trash behind Store	Called Management	Resolved 4/14
	1/7/2025	Litter left by homeless		Resolved 3/1
	2/26/2025	Trash (Missing description)		Dismissed 3/4
	2/17/2025	Oil Spill at Store	Called store to check status	Resolved 2/21
Miscellaneous	11/24/2025	Trails Maint. Issue		Resolved 11/24
	9/10/2025	Drainage and Road Surface	Contractor was asked about permitting	Pending
	9/10/2025	Feeding Seagulls Concern	No Code Violation	Dismissed 9/12
	9/4/2025	Grading w/o Fill Permit	No Code Violation	Dismissed 9/22
	8/22/2025	Grading w/o Fill Permit	No Code Violation	Dismissed 8/28
	8/22/2025	Grading in excess of allowed w/o Fill Permit	Permit was acquired	Resolved 8/28
	8/22/2025	Grading in excess of allowed w/o Fill Permit	Permit was acquired	Resolved 8/28
	7/15/2025	Abandoned and neglected property	Met with Newport Building Official in Sept.	Pending
	7/11/2025	Single Use Bags Complaint @ Store	Talked with GM	Resolved 7/18
	3/5/2025	Greenhouse built on property line	Sent Notice to property owner	Resolved 6/30
	2/15/2025	Inappropriate Signs	Sent Notice to property owner	Resolved 3/28
	1/24/2025	Playground Maintenance		Resolved 6/6
	1/14/2025	Sexual Preditor Concern	Law Enforcement Contacted	Resolved 3/28
Noise/Dogs	5/28/2025	Loud Music Band	Contacted Management	Resolved 6/6
	4/26/2025	Loud noise in upstairs apartment	Contacted Management	Resolved 5/2

	4/26/2025	Loud noise in upstairs apartment	Contacted Management	Resolved 5/2
	2/3/2025	Dog Barking, Owner yelling at dog		Dismissed 2/15
	1/23/2025	Dog Barking, Owner yelling at dog		Dismissed 2/15
	1/23/2025	Dog Barking, Owner yelling at dog		Dismissed 2/15
	1/23/2025	Dog Barking, Owner yelling at dog		Dismissed 2/15
	1/23/2025	Dog Barking, Owner yelling at dog		Dismissed 2/15
	11/13/2025	Dog Complaint	Law Enforcement Contacted	Resolved 11/20
	2/28/2025	Dog Complaint	Law Enforcement Contacted	Dismissed 3/28
	1/23/2025	Dog Complaint	Advised to contact animal control in future	Dismissed 3/28
	1/16/2025	Car Alarm		Resolved 2/15
Overgrown Vegetation	11/17/2025	Growth in city right of way	Reported to public works	Pending
	7/30/2025	Piles of brush and small trees	Sent Notice	Resolved 12/31
	5/15/2025	Scotch Broom Encroaching from Nearby Property	Sent Notice to property owner	Pending
	2/9/2025	Escolonia bushes blocking driver's visibility		Resolved 2/21
Vacation Rentals	7/18/2025	Unshielded Fixtures	Sent notice	Resolved 12/15
	4/30/2025	Garbage cans are readily visible from street	Called Vacation Rental	Resolved 12/15
	4/5/2025	Parking Complaint		Resolved 4/9
Vehicles and Parking	1/22/2025	Old Rundown Dump Truck on Lot	Sent notice	Resolved 4/18
Loitering/ Illegal Camping	2/15/2025	Tent in No Camping Zone		Resolved 3/28
	10/16/2025	Questionable Activity	Law Enforcement Contacted	Resolved 12/31
	10/15/2025	Questionable Activity	Law Enforcement Contacted	Resolved 12/31
	10/1/2025	Questionable Activity	Law Enforcement Contacted	Resolved 12/31
	9/19/2025	Questionable Activity	Law Enforcement Contacted	Resolved 12/31
	5/9/2025	Tent in No Camping Zone	Law Enforcement Contacted	Resolved 5/13
	5/7/2025	Tent in No Camping Zone	Law Enforcement Contacted	Resolved 6/6

From:



City of Yachats Volunteer Agreement

City of Yachats
501 Highway 101 N

PO Box 345

Yachats, OR 97498

Phone: 541-547-3565

Fax: 541-547-3063

Thank you for your interest in volunteering for City of Yachats!

We value community involvement and look forward to partnering with volunteers to help us better serve the citizens of Yachats. To ensure the safety of our volunteers and protect the interests of the City, all prospective volunteers are required to complete a brief application and follow the process outlined below.

The application process includes the following steps:

1. Complete the volunteer application form & submit
2. The City Recorder will schedule a meeting between the applicant and the City Manager to discuss the role and what to expect.
3. The application will be forwarded to the relevant commission or committee for review.
4. If selected to move forward, the applicant will be interviewed by the City Council.
5. City Council will then vote on the appointment.

Thank you again for your willingness to contribute your time and talents. We appreciate your interest in serving our community!

First Name

Paul

Last Name	Kelly
Address	████ Ocean View Dr
City	Yachats
State	OR
Zip Code	97498
Daytime Phone	██████████
Evening Phone	<i>Field not completed.</i>
Email	pcpk53@gmail.com

(Section Break)

Volunteer Activity

Please describe the type of volunteer work you are interested in performing, activity/event, or Commission/Committee you wish to volunteer for.	Finance and Budget Committees
---	-------------------------------

Please list the date(s) or range of dates for which you would like to volunteer	2026
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Statement of Interest or Related Experience for Commissions & Committees	<p>Yachats is a wonderful community that my wife and I moved to 15 months ago. We love the natural beauty, the small town culture and the friendly people. I understand that it is run by volunteers to a large extent. Right after we moved here we were cautioned by a business owner that we should learn how to "say no" because there were so many opportunities to volunteer for. I am now ready to say yes. Prior to my retirement in 2018, I ran global manufacturing companies for 25 years. These included divisions of Emerson Electric, Spectris, PLC and privately held companies. I was very involved in the strategic and financial planning as well as the implementation of those plans. I managed these companies through both good times and bad and was the key decision maker in how to manage both growth and the adjustments that needed to be made during challenging times. Fundamental in all of these experiences was the development of a strong company culture and doing everything I could to model the behaviors that would demonstrate our</p>
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commitment to customers and employees. I have an advanced degree in engineering and also an MBA so I have been able to contribute both technically and from a business and finance perspective to the organizations I have been a part of. Communication is key to successful strategy and that was always a focus as I spent much of my time wandering the factory floor of our operations talking with employees as well as visiting customers to understand their issues. These lofty plans, programs and ideals had to be balanced with the financial realities of providing returns to our investors so trade-offs and compromise were always part of our planning processes. Priority setting, specificity of goals, regular status reporting and frequent communication were part of the approach that led to healthy, growing businesses where employees felt proud to work.

Upload document, if needed



(Section Break)

References

*Please list two references that are **not related to you** and that have knowledge of your relevant experience for the type of volunteer activity you are interested in.*

Reference 1

First Name Ross

Last Name Bryant

Address



City Longmont

State CO

Zip Code 80504

Phone Number



Relationship business associate

Years Known 15

Reference 2

First Name Jacob

Last Name Beck

Address *Field not completed.*

City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Phone Number	██████████
Relationship	business associate
Years Known	40

Emergency Information
Name and contact information for the person(s) to reach in the event of an emergency.

Name	Beth McKnight
Phone Number	██████████
Relationship	wife
Name	Meredith Kelly
Phone Number	██████████
Relationship	daughter

I understand and agree to the following:

- I will keep all issues pertaining to city business confidential
- I may be subject to background and motor vehicle record checks.
- I will adhere by Oregon Occupational Safety and Health Division (OR-OSHA) safety standards and training I am provided.
- I have read and understand the Volunteer Policy.

I hereby certify that the facts set forth in this volunteer registration are true to the best of my knowledge. I agree that if the information given in my registration, resume, or any other materials, or during any interview, is found to be false in any way, it shall be considered sufficient cause for denial of volunteer status.

I understand that City of Yachats is not obligated to appoint me to a volunteer position and that nothing contained in the volunteer registration form is intended to create a contract between City of Yachats and me. In addition to the above items, I agree to comply with the policies, rules, regulations, and procedures of City of Yachats, which I understand may change at any time and I understand that my volunteer status can be terminated with or without cause or notice, at any time, at the option of either me or City of Yachats.

Signature Paul C Kelly

Date 1/22/2026

Required for all Minors: Parent or Guardian's Authorization for Medical Care & Consent to Agreement

I PARENT/GUARDIAN as parent or legal guardian, hereby grant permission for MINOR to do volunteer work for City of Yachats. In the event of an emergency, accident, or illness, I authorize City of Yachats and its employees to administer emergency medical care to my child and/or, if deemed necessary, to secure emergency medical services and incur expenses for which I will be responsible for payment. My signature in the following hereby represents that I have read, understand, and to this agreement.

Parent/Guardian *Field not completed.*

Minor *Field not completed.*

Signature *Field not completed.*

Date *Field not completed.*

Version 2025-08-28

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City Council Regular Meeting
Meeting Date: February 18, 2025

ITEM TITLE: *Introduction to Chapter 2.08: Modernizing City Governance*

DISCUSSION/BACKGROUND/ISSUE:

Introduction to Chapter 2.08: Modernizing City Governance

The City of Yachats is evolving its volunteer governance structure to better align with our modern **Council-Manager** form of government. This update moves away from the 1990s "Strong Mayor" era—where volunteers managed daily operations—to a strategic model that reflects our current professional staffing.

Key Shifts in the New Ordinance

In alignment with Oregon municipal best practices, groups previously titled "Commissions" (typically reserved for bodies with final decision-making power) are being redesignated as **Committees**. These groups will now focus on their primary strength: serving as strategic advisory bodies to the City Council and City Manager.

Rather than maintaining outdated, individual ordinances, Chapter 2.08 consolidates the Parks & Commons, Public Works & Streets, and Library Commissions into a modernized framework. This change was guided by the City Attorney and modeled after successful restructuring in neighboring coastal cities.

The former Parks & Commons Commission will re-emerge as the **Community Spaces Committee**. This group will shift from operational oversight to a high-level advisory role, specifically shepherding the execution and phased implementation of the **Greater Commons Master Plan**.

With this evolution, the Library Commission and Emergency Preparedness Committee will become workgroups reporting to the City Manager; all workgroups will begin including a report to the City Council in their monthly consent calendar.

While the titles and administrative structures have changed, the core intent remains the same. This restructuring ensures that volunteerism—a fundamental value of Yachats—is utilized effectively. By dissolving the outdated 1990s ordinances and re-establishing these groups under Chapter 2.08, the City is empowering its residents to provide expert, focused guidance on the future of our community spaces and infrastructure.

RELEVANCE TO 2026 COUNCIL GOALS:

1. Secure Sustainable Water Storage & Improve wastewater and water sustainability efforts
2. Provide safe access to and use of city infrastructure, trails, and parks
3. Identify ways to expand the housing supply and diversify housing options
4. Environmentally aware in all we do
5. Effectively manage and plan for the city's financial needs
6. Deliver efficient, effective, transparent municipal services
7. Synchronize and update city policies and administrative rules.
8. Continue to prepare for all emergencies

Recommendation:

To approve moving forward to a public hearing at the March City Council meeting

PREPARED BY:

Bobbi Price, City Manager

Chapter 2.08. Standing Committees and Ad-Hoc Committees

§ 2.08.010. Purpose and scope.

§ 2.08.020. Types of Committees.

§ 2.08.030. Compliance with state law.

§ 2.08.040. Qualifications.

§ 2.08.050. Appointments.

§ 2.08.060. Terms.

§ 2.08.070. Service on multiple committees.

§ 2.08.080. Vacancies.

§ 2.08.090. Removal.

§ 2.08.100. Positions.

§ 2.08.110. Meeting Procedures.

§ 2.08.120. Relationship with City Council and City Manager.

§ 2.08.130. Compensation.

§ 2.08.200. Public Works and Streets Committee.

§ 2.08.300. Community Spaces Committee.

§ 2.08.400. Finance Committee.

§ 2.08.010. Purpose and scope.

- A. The City Council may create standing committees to aid the Council in the conduct of public affairs. The City Council may also create ad-hoc committees to accomplish a specific task or project. With the exception of the Budget Committee, which is governed by applicable state law, and the Planning Commission, which is governed by state law and YMC Chapter 2.04, committees and ad-hoc committees are advisory in nature and shall be governed by this Chapter 2.08.
- B. The City Manager may create workgroups that report directly to the City Manager and are not governed by this Chapter 2.08.

§ 2.08.020. Types of Committees.

The City Council may create the following committees:

- A. **Advisory Committee (Committee).** A standing committee that is not required by state law. Establishment of a committee shall occur by an ordinance of the City Council.
- B. **Ad-Hoc Committee.** A temporary committee appointed for a specific term to accomplish a specific task or project. Ad-hoc committees shall be established by resolution of the City Council. The resolution shall set forth the term of the committee, the task or project to be accomplished, the timeline for completion of the task or project, and such other directions as the Council deems appropriate.

§ 2.08.030. Compliance with state law.

All committees and ad-hoc committees are expected to comply with the State of Oregon public records law, public meetings law, ethics law, and other applicable state laws.

§ 2.08.040. Qualifications.

- A. Qualifications for appointment and term of office for a position on a committee or ad-hoc committee shall be provided in its enabling provisions.
- B. If a member of a committee or ad-hoc committee is qualified pursuant to the enabling provisions at the time of appointment, but later ceases to be qualified, the member must notify the City Manager immediately.

§ 2.08.050. Appointments.

With the consent of the City Council, the Mayor appoints members of committees and ad-hoc committees. Prior to making any appointment, the Mayor shall:

- A. Provide notice to the public and the Council of the position to be filled, qualifications if applicable, and the time and manner in which application may be submitted.
- B. Solicit recommendations from the Council concerning potential appointees; and,
- C. Confer with the Council concerning potential appointees.

§ 2.08.060. Terms.

The term of office for each committee shall be established in its enabling provisions and shall run on a committee service year from January 1 to the next December 31. Initial terms for a newly created committee shall be staggered so that the majority of the positions do not become vacant in the same year and so that an equal or approximately equal number of positions become vacant each year.

§ 2.08.070. Service on multiple committees.

No person shall be appointed to serve simultaneously on more than one committee, unless such a position is established in the committee's enabling provisions. This provision does not prohibit serving on the Budget Committee simultaneously with a committee governed by this Chapter 2.08.

§ 2.08.080. Vacancies.

Appointments to fill vacancies on committees and ad-hoc committees shall be made in the manner set forth in YMC 2.08.050 for the remainder of the unexpired term.

§ 2.08.090. Removal.

A member of a committee or ad-hoc committee may be removed by the City Council, after a hearing, for misconduct or nonperformance of duty.

- A. Examples of misconduct include but are not limited to:
 - 1. Conviction of a felony.
 - 2. Failure to declare a conflict of interest.
 - 3. Failure to adhere to public meetings law.
 - 4. Failure to comply with any applicable requirement of the Municipal Code.
 - 5. Conduct which, in the opinion of the City Council, creates animosity, impedes the job of the particular body or tends to render the City ineffective or open to ridicule.

- B. Nonperformance of duty includes but is not limited to excessive lack of attendance, which is defined as:
 - 1. Absence from three (3) or more consecutive meetings without an excuse, as approved by the Chairperson, or
 - 2. Absence from three (3) or more meetings over the course of a service year without an excuse, as approved by the Chairperson.

§ 2.08.100. Positions.

- A. Chairperson and Vice-Chairperson. Each committee and ad-hoc committee shall elect a chair and a vice-chair from its membership at its first regular meeting of the service year to serve through the end of the service year (January 1 – December 31). Vacancies in these positions shall be filled in the same manner for the remainder of the unexpired term.

- B. Chairperson responsibilities. The chair shall:
 - 1. Set the agenda. Any member of the committee or ad-hoc committee may request that an item of business appear on the agenda. The committee or ad-hoc committee may compel by majority vote that an item be placed on the agenda.
 - 2. Preside at all meetings.
 - 3. Be responsible for maintaining communication with the City Council and staff.
 - 4. Call special meetings. A majority of the members of the committee or ad-hoc committee may also call a special meeting.
 - 5. Be responsible for attendance of members and report to the City Manager on instances of excessive lack of attendance.
 - 6. Coordinate the preparation of appropriate reports for the City Council.

- C. Vice-Chairperson responsibilities. The vice-chair shall exercise the duties of the chair in the chair's absence. To share the volunteer workload, the chair and vice-chair may work together to delegate chair responsibilities to the vice-chair on an as-needed basis, even when the chair is not absent.
- D. Ex-officio positions. Where indicated in the committee or ad-hoc committee enabling provisions, each may contain ex-officio positions as appropriate to provide communication between various groups including the City Council, staff, or other local government agencies, non-profits, or business groups. Each ex-officio member serves as an appointed member of the committee or ad-hoc committee, participates in all discussions, but does not have a vote.
- E. City Council liaison positions. As dictated in the committee or ad-hoc committee enabling provisions, each year the Council may appoint a Council liaison from its membership to each committee or ad-hoc committee. The purpose of the liaison position is to provide a direct line of communication between the committee or ad-hoc committee and the Council. Council liaison members may not speak for the Council on any item the Council has not made a formal determination upon and does not have a vote.

§ 2.08.110. Meeting Procedures.

- A. Quorum. A majority of members of a committee or ad-hoc committee, not including ex-officio or liaison members, shall constitute a quorum for the conduct of business.
- B. Vote. Except as otherwise expressly provided by the Municipal Code or other applicable law, the concurrence of a majority of members present and eligible to vote shall be necessary to decide any question.
- C. Meetings. A committee or ad-hoc committee, in consultation with staff, shall establish a regular meeting at such times and intervals.

§ 2.08.120. Relationship with City Council and City Manager.

- A. Council authority. The City Council is the elected legislative and policy making body of the City. Committees and ad-hoc committees are appointed pursuant to the Council's authority and shall have only those powers and functions as expressly delegated by the Council. Committees and ad-hoc committees are expected to provide advice and recommendations to the Council and City Manager to help the Council implement Council goals.
- B. Recommendations. All committee and ad-hoc committee recommendations to the Council and City Manager shall be made in writing, signed by the Chair.

- C. Expenditures and obligations. No committee or ad-hoc committee has the authority to expend City funds, or to obligate the City for payment of any sum of money.
- D. Additional duties. In addition to the duties established for each committee or ad-hoc committee in its enabling provisions, the City Council or City Manager may, from time to time, assign other duties or projects as the Council deems appropriate.

§ 2.08.130. Compensation.

Committee and ad-hoc committee members shall receive no compensation for their services.

§ 2.08.200. Public Works and Streets Committee.

- A. Establishment. The City Council establishes the Public Works and Streets Committee.
- B. Membership. The Public Works and Streets Committee shall consist of five (5) to seven (7) voting members. Preference should be for members with experience in infrastructure planning, engineering, public safety, or general community planning. The City Manager, or the City Manager's designee, shall serve as an ex-officio member.
- C. Term. Members shall serve a three-year term.
- D. Duties. The committee will work with the Public Works Department staff and serve in an advisory role to the City Council and City Manager. The committee shall perform the following advisory duties:
 - 1. Make recommendations to the City Council and staff on addressing the City's long-term infrastructure planning and safety needs.
 - 2. Assisting the City Manager and Public Works staff in identifying and supporting goals that ensure the effective operation and maintenance of City assets.
 - 3. Support Public Works staff in the review and update, as needed, of the City's Master Plans (water, sewer, transportation, stormwater, parks).
 - 4. Offer goal suggestions regarding infrastructure priorities to the City Council before its annual goal-setting session.
 - 5. Review and recommend projects for the City's Capital Improvement Plan (CIP) based on Public Works Department needs and City Master Plans.
 - 6. Provide recommendations to the Finance Committee regarding the relative need, impact, timing, and cost of infrastructure projects.
 - 7. Report annually to the City Council on a review of utility rates and system development charges to advise whether they provide for an equitable share of infrastructure and operational costs.
 - 8. Hear suggestions and complaints from citizens regarding public infrastructure and traffic safety. Research and recommend remedies for public and traffic safety concerns to the City Manager and Council.

9. Support the Public Works staff on special projects, as requested.
10. Provide input on specific projects, as requested by the City Council or City Manager.
11. Prepare an annual report summarizing its activities, progress toward City Goals, and funding advocacy efforts. This report shall be submitted to the City Manager and City Council to be used for the State of the City event.

§ 2.08.300. Community Spaces Committee.

- A. Establishment. The City Council establishes the Community Spaces Committee.
- B. Membership. The Community Spaces Committee shall consist of five (5) voting members. Members must be City residents, except for one member who may reside outside the City within the 97498 zip code. The City Manager, or the City Manager's designee, shall serve as an ex officio member.
- C. Term. Members shall serve a three-year term.
- D. Duties. The committee is charged with furthering the goals of the City Council and the City Manager to assure maximum benefit for Yachats citizens and visitors from community spaces with the purpose of recreation, entertainment, education, sustainability, beautification, circulation, and accessibility. The committee shall serve in an advisory role to the City Council and City Manager. The committee's advisory function does not extend to the Yachats Public Library, the Yachats Public Works facility, or private property. The committee shall perform the following advisory duties:
 1. Promote and support the development, funding, and policy regarding the City's community spaces, with a primary focus on the Greater Commons Master Plan.
 2. Serve as an advisory body to the City Council and City Manager on the execution, phased implementation, and community aspects of the Greater Commons Master Plan.
 3. Collaborate with other committees and workgroups to coordinate policy where overlap in responsibilities exist.
 4. Research, advocate for, and recommend diverse and sustainable funding sources and grants for community spaces and trails. Implementation recommendations will be provided to the Finance Committee during its annual evaluation of the City budget.
 5. Review proposals under the City's donation and recognition policy (Administrative Policy No. 5) and forward recommendations to the City Council.
 6. Offer goal suggestions related to community spaces to the City Council before its annual goal-setting session.
 7. Provide support for specific projects assigned by the City Manager that align with established City Goals.
 8. Advise on the development of robust community programming and activities within the Greater Commons area.

9. Serve as a forum for gathering input from citizens, relevant organizations, and user groups regarding community space use.
10. Receive reports from workgroups, as directed by the City Manager, related to items of interest to the Committee.
11. Hold work sessions, as appropriate, to deliberate on projects it is actively working on.
12. Prepare an annual report summarizing its activities, progress toward City Goals, and funding advocacy efforts. This report shall be submitted to the City Council to be used for the State of the City event.

§ 2.08.400. Finance Committee.

- A. Establishment. The City Council establishes the Finance Committee that shall also serve as the Capital Improvement Planning Committee (CIP Committee). The Finance Committee will work with Commission Chairs and serves in an advisory role to the City Council.
- B. Membership. The City Manager shall serve as the Chair of the Finance Committee. The Finance Committee shall include four to six members skillful in financial analysis. In addition to the process set out in YMC 2.08.050, nominations for membership on the Finance Committee will be made jointly by the Mayor, the Council President, and the City Manager in consultation with the Finance Committee.
- C. Term. Members shall serve a three-year term.
- D. Duties. The Finance Committee's mission is to address the City's long-term financial planning. This may include complex organizational issues that impact capital improvement planning, reserve generation, and other long-term financial planning. The Finance Committee, at public meetings, shall:
 1. Provide financial analysis as requested by the City Manager.
 2. Provide a long-term horizon for fund balance projections, including appropriations of remaining projects documented in master plans, revenue, capital expenditures, and reserve balances.
 3. Provide a "State of the City" financial report to the City Council. This would be a snapshot of how the financial long-term picture looks given certain assumptions.
 4. Assist the City Manager on special projects including, but not limited to:
 - a. Review and recommend changes to the City budget through the supplemental budget process.
 - b. Provide project updates, changes, and substitutions for projects in the City's CIP.
 - c. Advise whether system development charges provide for an equitable share of infrastructure and operational costs.
 - d. If requested by the City Manager, advise on how the City Manager organizes the financial staff.

- e. Advise on creation and maintenance of the City's financial reporting.
5. Study proposed capital projects and improvements involving major non-recurring tangible assets and projects which:
 - a. Are purchased or undertaken at intervals of not less than five years, and
 - b. Have a useful life of at least five years, and
 - c. Cost over \$5,000.
6. Other projects assigned by the City Council.
7. The Finance Committee will serve as the Audit Review Committee, responsible for reviewing annual audits as they are presented, conducting auditor interviews and selections as necessary, and providing recommendations to the City Council regarding the annual audit findings.
8. Each year, the Finance Committee will receive from committee chairs and staff, capital project requests identified in the City master plans, committee recommendations, or in support of Council goals. The Finance Committee shall consider the relative need, impact, timing, and cost of these expenditure requests and the effect each will have on the City's financial position. The Finance Committee will provide a completed CIP to the City Council for approval before the completion of the annual budget.
9. The Finance Committee shall prepare an annual report recommending a capital improvement budget for the next fiscal year and a capital improvement program including recommended capital improvements for the following four fiscal years. The report shall be submitted to the City Council for its consideration and approval. Following Council approval, the first-year amounts shall be included in the proposed budget for the next year for consideration by the Budget Committee.
10. Adoption of the City's budget, shall permit the expenditure on capital improvement projects included therein of sums from departmental budgets for surveys, architectural or engineering advice, options or appraisals and the like; but no such expenditure shall be incurred on projects which have not been authorized by an amendment to the capital improvement plan, recommended by the Finance Committee and approved by the City Council in the current year or in prior years, and no such expenditure shall be incurred for preliminary planning for projects to be undertaken more than five years in the future.
11. The Finance Committee's report and the City Council's recommended capital budget shall be published and publicly available. The Finance Committee shall deposit its original report with the City Manager's office.



City Council Regular Meeting
Meeting Date: February 18, 2026

ITEM TITLE: *Public Hearing Meeting Notices*

DISCUSSION/BACKGROUND/ISSUE:

For public hearings that are NOT related to land use, the City of Yachats will provide notice in the following ways:

- Published in the meeting agenda 7 days prior to the meeting
- Posting at City Hall & Post Office
- Published in a Newspaper
- Posted on our website
- Added to our Newsletter
- Posted on Social Media

For a public hearing that IS related to land use, the City of Yachats will provide notice in the following ways:

- Mail postcards with the Measure 56 Land Use Statement and mail to every property owner- Mailed no less than 20 days prior to meeting
- Publish in the meeting agenda 7 days prior to the meeting
- Posting at City Hall & Post Office
- Publish in a Newspaper
- Posted on our website

Below is the State ORS for ordinance adoption:

ORS 198.540

Notice prior to the adoption of the ordinance affecting the regulation

(1)

Except in an emergency, an ordinance adopting, amending or repealing a regulation shall not be considered or voted upon by a district board unless the ordinance is included in the published agenda of the meeting. The agenda of a meeting shall state the time, date and place of the meeting, give a brief description of the ordinances to be considered at the meeting, and state that copies of the ordinances are available at the office of the district board.

(2)

The presiding officer shall cause the agenda to be published not more than 10 days nor less than four days before the meeting, in one or more newspapers of general circulation within the district or, if there is no such newspaper, in a newspaper of general circulation in each county in which the district is located. The presiding officer may also cause the agenda:

(a)

To be posted in three public places within the district at least 10 days before the meeting; or

(b)

To be published by radio and television stations broadcasting in the district as provided by [ORS 193.310 \(Definitions for ORS 193.310 to 193.360\)](#) and [193.320 \(Radio and television broadcasts as supplement to newspaper publication\)](#). [1971 c.268 §4]

For Land Use Public Hearings:

Ballot Measure 56, approved by the voters in 1998, requires that if the proposed legislative change limits or prohibits previously allowed land uses, Oregon law requires notice to property owners not less than 20 and not more than 40 days in advance of the first hearing

RELEVANCE TO 2025 COUNCIL GOALS:

1. Achieve water sustainability
2. Deliver efficient, effective, transparent municipal services
3. Provide safe access to and use of city infrastructure, trails, and parks
4. Identify ways to expand the housing supply and diversify housing options
5. Environmentally aware in all we do
6. Effectively manage and plan for the city's financial needs

7. Synchronize and update city policies and administrative rules.

PREPARED BY:

Bobbi Price, City Manager



City Council Regular Meeting
Meeting Date: February 18, 2026

ITEM TITLE: *Water Supply*

DISCUSSION/BACKGROUND/ISSUE:

Water sustainability and housing remain top priorities within the City Council’s strategic goals. As we navigate updates to our housing code—specifically regarding the addition of Accessory Dwelling Units (ADUs) and increased lot coverage—a central question has surfaced: Do we have the water capacity to support this growth?

To address these concerns, I have been working closely with Water Lead Rick McClung to develop a clear, transparent public awareness campaign. Our goal is to provide the community and the Planning Commission with a data-driven look at our current resources and future security.

The following talking points and visual data are pulled directly from the Water Master Plan. We have refined this technical information to ensure it is accessible and directly answers the community’s most pressing questions about our water supply and long-term population capacity.

RELEVANCE TO 2026 COUNCIL GOALS:

1. Secure sustainable water storage & improve wastewater and water sustainability efforts
2. Provide safe access to and use of city infrastructure, trails, and parks

3. Identify ways to expand the housing supply and diversify housing options

4. Environmentally aware in all we do

5. Effectively manage and plan for the city's financial needs

6. Deliver efficient, effective, transparent municipal services

7. Synchronize and update city policies and administrative rules.

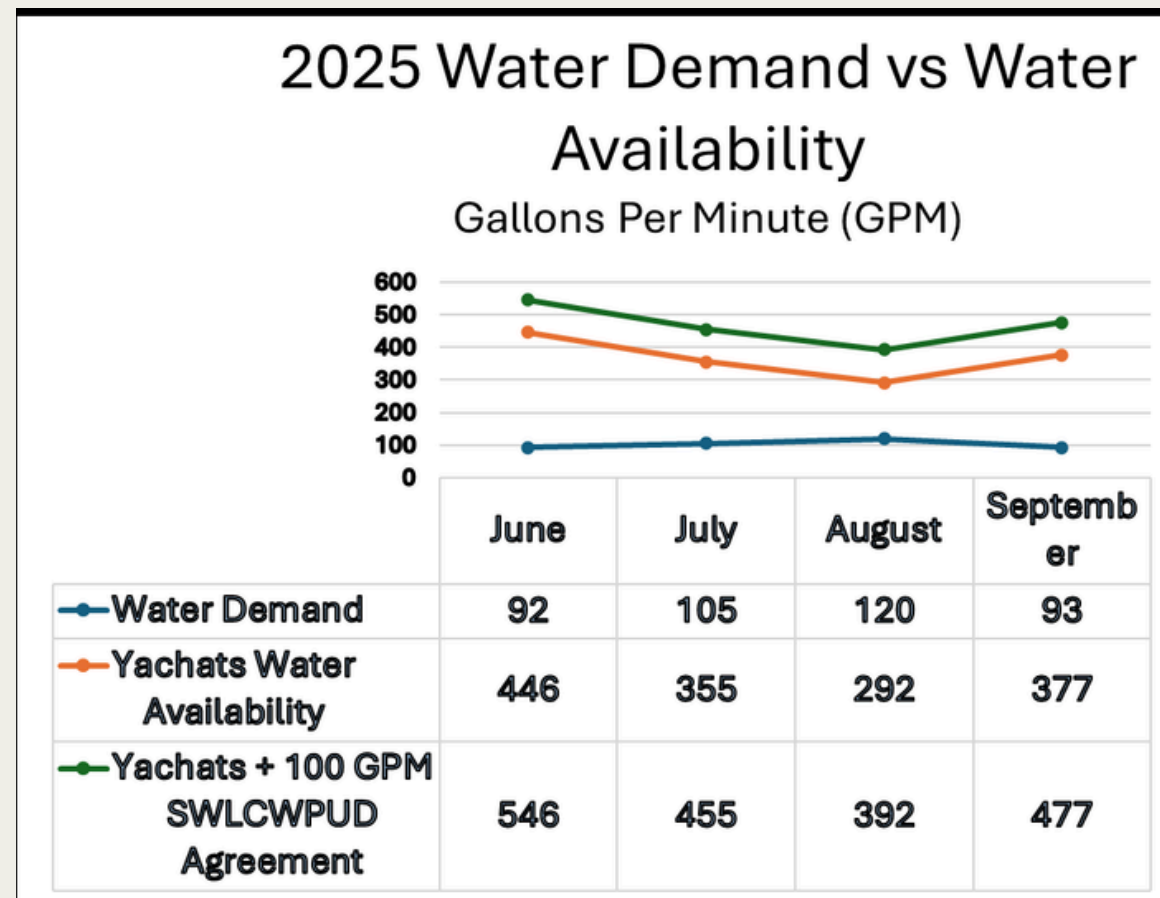
8. Continue to prepare for all emergencies

PREPARED BY:

Bobbi Price, City Manager

Housing Supply

- Continue to work with the Planning Commission and the Department of Land Conservation (DLCD) grant to develop housing recommendations and code amendments
- By leveraging the seasonal 100 gpm agreement with the South Lincoln County Water PUD, the City has effectively decoupled population growth from water scarcity concerns. This stable supply ensures that amending housing codes to allow for increased density will not jeopardize our water security, even during drought conditions.
- The Water Master Plan has calculated the average amount of water used per person ranges from 75-100 gallons per day or 2,250 -3,000 gallons per month.



MMD Projections

Year	Population	MMD (gpm)	MMD (mgd)	MMD (cfs)
2020	2,191	117	0.16	0.25
2031	2,556	138	0.20	0.31
2041	2,853	154	0.22	0.34

MDD Projections

Year	Population	MDD (gpm)	MDD (mgd)	MDD (cfs)
2020	2,191	152	0.22	0.34
2031	2,556	178	0.26	0.40
2041	2,853	198	0.28	0.44



*City Council Regular Meeting
Meeting Date: February 18, 2026*

ITEM TITLE: *Vacation Rental License Code Amendment*

DISCUSSION/BACKGROUND/ISSUE:

Following the City Council Work Session on February 4th, there was a general consensus among the attendees—including residents, vacation rental license holders, and businesses—and the City Council. A few modifications were made during the meeting. These included adding specific details about the current inspection checklist requirements and mandating that all properties with a vacation rental license must be connected to the City sewer system.

The History of the Code

Since 2017, our VRL code has served as a carefully struck balance. It was established after three years of community debate to achieve two primary goals:

- **Economic Vitality:** Supporting tourism as a critical local economic driver.
- **Community Character:** Limiting rental density to preserve the quiet, residential feel of Yachats.

Addressing License Transferability

A consistent theme from recent hearings is the desire for licenses to be **automatically transferable**. Currently, both the existing and proposed codes do not allow licenses to transfer automatically to new owners or heirs upon a sale or death.

However, for those looking to plan for the future (such as passing a property to an heir), a "future planning" path is currently available:

1. **Update the Deed or Trust:** Add the intended heir to the property deed or ensure they are a beneficiary on your Trust.
 - a. *Please note that we are not land-planning attorneys, and we strongly recommend consulting one to ensure this information is appropriate for your specific circumstances.*
2. **Apply for a Joint License:** Apply for a new license that includes both names. This requires waiting for an opening on the license waitlist (which is currently very short).
3. **Forfeit the Old License:** Once the new joint license is secured, the original single-name license is surrendered.

This process ensures the license remains with the surviving individual, even though the code does not provide for automatic transfers.

Key Changes in the Yachats Vacation Rental Code Amendment:

- **Clarified License Holder:** A definition for Dwelling Unit Owner Representative was added to clarify who can hold a license. "Dwelling unit owner representative" means the natural person who is issued and will hold the vacation rental license for the dwelling unit. The dwelling unit owner representative must be an owner of the dwelling unit, whether personally or by way of an ownership or beneficial interest in the owner (such as a corporate entity or trust). The dwelling unit owner representative may be two natural persons acting jointly, provided that both persons appear on the current deed for the dwelling unit as tenants by the entirety or tenants in common.
- **Non-Transferable:** A clarification was added stating that a license is not transferable (e.g., upon the sale or death of the license holder).
- **Re-inspection Follow-up:** Added clarity on the expectation for a license holder to follow up with the City in a timely manner regarding re-inspection responsibilities.
- **Extended Timeline for Issues:** The timeline for addressing identified issues to obtain a license or renewal was extended from 5 days to 20 days.

- **Transient Lodging Tax (TLT) Compliance:** A license holder that does not report transient lodging tax within two calendar years is subject to losing their license.
- **Commercial Water Rates:** The newly established commercial water rates paid by vacation rental license holders were formally added to the code.
- **Waitlist Response Timeline:** A specific timeline was added for waitlisted candidates, requiring them to respond within 10 days of being notified of an opening.

RELEVANCE TO 2026 COUNCIL GOALS:

1. Secure Sustainable Water Storage & Improve wastewater and water sustainability efforts
2. Provide safe access to and use of city infrastructure, trails, and parks
3. Identify ways to expand the housing supply and diversify housing options
4. Environmentally aware in all we do
5. Effectively manage and plan for the city's financial needs
6. Deliver efficient, effective, transparent municipal services
7. Synchronize and update city policies and administrative rules.
8. Continue to prepare for all emergencies

Recommendation:

To approve moving forward to a public hearing at the March City Council meeting

PREPARED BY:

Bobbi Price, City Manager

§ 4.08.010. Purpose.

The vacation rental license is in recognition of the desire of many owners to rent their property on a short-term basis and to provide for the orderly use and regulation of such rentals to preserve the health, safety and welfare of the community. This use shall not adversely affect the residential character of the neighborhood. These standards and procedures are in addition to City ordinances and Federal and State laws and regulations. The purpose of an inspection is to ensure the health and welfare of the occupants.

§ 4.08.020. Definitions.

"Dwelling unit" means ~~any building or portion thereof which contains separate living facilities, including provisions for sleeping, eating, cooking and sanitation as defined in Yachats Municipal Code Section 9.04.030 Definitions:YMC 9.04.030.~~

"Dwelling unit owner representative" means the natural person that is issued and will hold the vacation rental license for the dwelling unit. The dwelling unit owner representative must be an owner of the dwelling unit, whether personally or by way of an ownership or beneficial interest in the owner (such as a corporate entity or trust). The dwelling unit owner representative may be two natural persons, jointly, provided both persons appear on the current deed for the dwelling unit as tenants by the entirety or tenants in common.

"Incident" means an offensive activity or breach of the standards.

"Local contact person" means a person with the authority to take action or make decisions concerning the management of a licensed vacation rental property.

"Overnight" means anytime between the hours of 10:00 p.m. and 7:00 a.m. on the following day.

"Rental occupant" means a person over the age of four years who occupies a rented dwelling unit.

"Sleeping area" means a bedroom or loft within a dwelling unit which meets the requirements of the building code as adopted by the State of Oregon.

"Surfaced" means a gravel, paved, tile, brick or concrete surface suitable for parking a vehicle.

"Vacation rental" means a ~~single-family dwelling~~dwelling unit, duplex, ~~or triplex or triplex~~ which is rented, or held out as available for rent, for periods 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 dwelling 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. It shall be a rebuttable presumption that a dwelling unit is a vacation rental if it is visited overnight by at least four different vehicles over the course of a month, for three consecutive months. The exchange of consideration is not necessary to meet the definition of a vacation rental if the dwelling otherwise is held out as available for occupancy for periods of less than 30 days.

§ 4.08.030. Standards.

A vacation rental license shall be issued to the dwelling unit owner representative providing the following standards
-are met:

- A. Except for individual units located on the same property, such as a duplex or triplex as defined above in [Section 4.08.020](#), a person holding a vacation rental license or an interest in a property covered by a vacation rental license shall not be eligible to apply for or hold, as a member of a group or any other form of beneficial ownership, a vacation rental license covering any other property. Any change of ownership, in whatever form, shall be reported to the City within 30 days.
- B. Vacation rentals in residential zones shall have no more than four bedrooms. (This provision shall be waived for any existing vacation rental as of the effective date of Ordinance No. 328, adopted November 13, 2014.)
- C. A vacation rental shall comply with all applicable laws. Basic visitor rules as provided by the City must be prominently displayed on the inside of the primary exit door.
- D. Each vacation rental shall have a local contact person who must live within 10 miles of the City of Yachats and be available for response to alleged violations within two hours of notification. The contact information for the local contact person shall be kept current with the City of Yachats; identified on the vacation rental application; and available by phone at all reasonable times (8:00 a.m. to 11:00 p.m.) and respond within two hours if there is a problem during the dwelling's use as a vacation rental. The City license, with the name and phone number of the local contact, shall be posted on the front of the vacation rental building, where the public can easily read it. The license placard furnished by the City will be a specific color, ~~changed each year at the discretion of the City-matched to property management companies, to further assist the public in identifying the responsible party.~~ The house number for the vacation rental shall be prominently displayed on the exterior of the building, using numbers at least four inches in height, and be readily visible from the street. A copy of the local contact person agreement, in a form approved by the City, which lists the duties and responsibilities of the local contact person, signed by both the property owner and the local contact person, shall be filed with the City, and kept current.
- E. One on-property parking space, as defined in [Section YMC 9.04.030](#) for off-street parking, shall be provided for each bedroom in the dwelling, but in no event shall fewer than two

Field Code Changed

spaces be provided for the vacation rental. (This provision shall be waived for any existing vacation rental as of the effective date of Ordinance No. 226, adopted 1/15/2002.) If access to the rental property crosses private property via an easement, right-of-way, or other conveyance, all parking must be contained on the rental property. Owners are required to provide parking that is unimpeded, surfaced, useable and available to renters. The parking shall be mapped and posted in the home, and a copy given to the City with the vacation rental license application, and again whenever the location of designated parking spaces change. The owner shall require renters to use only the parking spaces that are surfaced and marked on the map.

- F. The maximum number of overnight vehicles allowed on the property shall not exceed the number of surfaced parking areas on the property or six vehicles, whichever is less. Daytime parking is limited to surfaced parking on the property. If access to the rental property crosses private property via an easement, right-of-way, or conveyance, ingress and egress must be accomplished without encroachment on other properties adjoining the privately maintained access road or driveway. In such situations applicants will provide evidence of their right to use the privately maintained access road or driveway consistent with vacation rental before a vacation rental license is granted.
- G. There shall not be any noise, litter or odor noticeable at or beyond the property line resulting from the use of the dwelling as a vacation rental that violates Yachats Municipal Code.
- H. The maximum allowable number of overnight occupants shall be two persons per sleeping area plus two additional persons per vacation rental. The rental agent shall match the number of persons and vehicles to the particular property being rented. Advertisements for the rental shall not list a number of occupants that exceeds the number authorized by the City. Recreational vehicles, campers, tents and similar structures shall not be allowed on vacation rental properties. Parking a boat trailer of moderate size, with or without a boat, is permitted as a substitute for one vehicle.
- I. Weekly solid waste collection service shall be provided. A sufficient number of suitable garbage receptacles shall be provided ~~and must have bear-proof mechanisms.~~ Except on collection day, these garbage receptacles shall not be readily visible from the street. Renters shall be advised not to place trash outside in plastic bags.
- J. Each vacation rental shall provide and maintain a container for the disposal of cooking grease into a solid waste receptacle to prevent the grease from entering the sewer system.
- K. All pets must be under control at all times. Methods of control include a leash or demonstrated effective voice command. The person having the control, custody or possession of a dog shall clean up after the dog by using a dog waste bag or other suitable method.

- L. Vacation rental licenses are non-transferable; the license is personal to the dwelling unit owner representative.
- M. The licensee must comply with the requirements of the occupancy tax ordinance as a condition for issuance or renewal of a vacation rental license.
- N. Licensees shall keep all information on the CityGoYachats website current and notify City Hall of any changes in mailing address, email address or agent or contact person. Email addresses, mailing addresses and phone numbers for the owner, local contact person and person responsible for tax reporting shall be kept current with the City. Failure to keep contact information current shall constitute a violation of this chapter.
- O. Licensees may not advertise a vacation rental for a higher occupancy than the maximum allowable number of overnight occupants listed on the license.
- P. Vacation rentals shall comply with the standards in this section, whether or not the vacation rental is occupied by a renter, owner, or other person.
- Q. A dwelling unit owner representative that does not pay occupancy tax under YMC 3.08.070 for a licensed dwelling unit for two consecutive calendar years, will be ineligible for license renewal, lose their license and have to reapply when they decide to use their property as vacation rental, reporting occupancy tax. The preceding sentence shall also apply to a dwelling unit owner representative who does not incur an occupancy tax obligation in two consecutive calendar years because the dwelling unit has had no rental occupants during that period.
- R. All properties with vacation rental licenses must comply with the current inspection checklist.
- T. All properties with vacation rental licenses must be connected to City water and sewer systems.

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§ 4.08.040. Inspection, license and annual fee.

- A. The City shall prepare an application form for a vacation rental license. Prior to issuance of a vacation rental license, the City will inspect the subject property using the current inspection checklist and to determine occupancy capacity, parking and access compliance. Upon receipt of the completed application, the annual license fee, inspection and attestation verification that the licensing standards have been met, the City shall issue a license to the dwelling unit owner representative applicant (not the dwelling) for a period of one year. The license may be renewed annually if all standards are met.
- B. If a license is renewed annually, the dwelling unit owner representative shall obtain a re-inspection prior to the sixth consecutive year from the last inspection. If the re-inspection

~~is not completed by February 1 of the sixth consecutive year from the last inspection, the license will be forfeited and the dwelling unit owner representative will need to reapply. at least five consecutive years have elapsed, the City will re-inspect before issuing a license for the sixth (6th) year.~~ The City retains the right to re-inspect the property at any time.

Complaints received by the City may trigger a re-inspection. An inspection fee will be assessed for the initial inspection, for additional inspections undertaken due to complaints, and for each five-year inspection completed by the City. A vacation rental licensee shall not be required to pay a business occupation license fee in addition to the annual license fee. The annual license and inspection fees shall be set by resolution of the City Council. All fees are non-refundable.

BC. All licenses shall be obtained prior to any rental of the property. The required application and license fee are due on January 1 of each year for the fiscal year commencing with that date and are delinquent on February 1. The delinquency fee will be set by resolution.

DC. A total of 125 licenses will be available at any one time. For license renewals each year, priority will be given to existing licenses seeking renewal, so long as the renewal application is delivered to the City by December 29, or the next business day if December 29 falls on a day City Hall is closed. After December 29, if existing licenses are below 125 in total number, and there are licenses available after accounting for all license renewal, new applications will be accepted on a first-come first-served basis, with process identified through administrative policy.

E. ~~After all 125 vacation rental licenses are issued, the City will maintain a wait list by application date. The wait list application fee shall be set by resolution of the City Council. When notified of an available license by the City, the applicant will have ten (10) business days to schedule an inspection. If the applicant fails to schedule an inspection, the applicant will be removed from the wait list and will be required to reapply. If the applicant's dwelling unit fails the inspection, the applicant will have five (5) twenty (20) business days to remedy any deficiencies. Failure to complete the inspection process will result in removal from the wait list and the applicant will be required to reapply.~~

F. All vacation rental licenses are subject to commercial business water rates.

§ 4.08.050. Complaints.

All complaints shall be in writing on a form provided by the City and signed by the complainant. The complainant must show or attest that they have made a timely attempt to resolve the issue with the person representatively responsible for management of the property. The complainant is expected to initiate the process while the out of compliance incident is occurring or when they first become aware that a property is not in compliance with the regulations. All complaints filed with the City shall be verified by the City for validity.

- A. When a complaint is filed that is verified by the City to be valid, the [dwelling unit owner representative](#) and local contact person will be notified in writing by mail or email, and provided with a copy of the complaint. Either the [owner dwelling unit owner representative](#) or the local contact person will be required to meet with a City representative to discuss means by which further complaints may be avoided. If the licensee fails to meet this requirement within a reasonable amount of time, City staff will prepare a report for City Council action.
- B. Upon a second complaint that is verified by the City to be valid, the [owner dwelling unit owner representative](#) and local contact person will again be notified in writing by mail or email and provided with a copy of the complaint. Either the [owner dwelling unit owner representative](#) or local contact person will again be required to meet with a City representative to further discuss means by which further complaints may be avoided. If the licensee fails to meet this requirement within a reasonable amount of time, the City Recorder will prepare a report for City Council action.
- C. Upon a third complaint within a 90 day period that is verified by the City to be valid, the [owner dwelling unit owner representative](#) and agent, if any, will be notified in writing by mail or email and provided with a copy of the complaint.
 - 1. City staff may schedule a hearing and prepare a report for City Council action.
 - 2. The City Council may schedule a hearing.
 - 3. Either the City Manager or City Council may, without a hearing, revoke the license immediately.
 - 4. In the event that a license is revoked, the applicant or license holder shall have the right of appeal. The written notice of appeal to the Council shall be filed with the City within 15 days of the notice of revocation.
- D. Standards of judging complaints shall include, but are not limited to, the following:
 - 1. Noncompliance with vacation rental license standards as stated in Section 4.08.030;
 - 2. Monopoly of on-street parking;
 - 3. Other offensive activities not in harmony with the residential neighborhood such as trespass, excessive noise or pets running loose.
- E. The City Council, upon hearing the evidence, may: (1) approve the license as it exists; (2) revoke the license; (3) impose appropriate restrictions on the operation of the license.

§ 4.08.060. Violations—Penalties.

It is unlawful for any person so required to fail or refuse to apply for a license, or operate without a license as required herein. Any person who violates any provisions of this chapter is subject to a fine of up to \$1,000 per violation, with each day of a continuing violation constituting a separate violation. The third violation within any consecutive 12 month period shall result in revocation of the vacation rental license for 12 months, after which time the owner may reapply for a new license, ~~in accordance with Section 4.08.040(C).~~ Violations shall be subject to the procedures and penalties of [Chapter 1.12](#), as now constituted or hereafter amended or revised.