



City of Yachats
441 N. Hwy 101, Civic Meeting Room 1
Wednesday, March 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. Vacation Rental Code Amendment
- VI. Consent Agenda – vote to approve**
 - a. The City Manager and City Staff report
 - b. Lincoln County Sheriff Contract Report
 - c. Commission/Committee February meeting summaries
 - d. City Council February meeting summary
 - e. Financial Reports

- f. Updates from Pacific Habitat on the Local Wetland Inventory
- g. Workgroup Report

VII. New Business

- a. Budget Committee Interview Viki West, Don Phipps and Anthony Muirhead
- b. Resolution 2026-274 Reappointing/Appointing Budget Committee Members
- c. Resolution 2026-275 Appoint City Manager as Budget Officer
- d. FY 27/27 Budget Calendar and Overview

VIII. Ongoing Business

- a. Review of Chapter 2.08- Committees

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 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 March 11, 2026By: Kimmie Jackson, Recorder



City Council Regular Meeting

Meeting Date: March 18, 2026

ITEM TITLE: Vacation Rental License Code Cover Page- Public Hearing

DISCUSSION/BACKGROUND/ISSUE:

Notes that have led the discussion to today's Public Hearing:

Following the City Council Work Session on February 4th, there was a general consensus among the attendees—including residents, vacation rental licenseholders, 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 above changes were applied and reviewed by the City Council in their February 2026 meeting.

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 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.
-

RECOMMENDATION:

To proceed with implementing the code edits.

PREPARED BY:

Bobbi Price, City Manager

ITEMS ATTACHED:

[Edited Vacation Rental Code](#)

[Edited Vacation Rental Code with redline edits](#)

**CITY OF YACHATS
ORDINANCE NO. 380**

**AN ORDINANCE AMENDING THE YACHATS MUNICIPAL CODE CHAPTER 4.08
RELATED TO VACATION RENTALS**

Whereas, the City has regulated vacation rentals for over twenty years so it has been able to observe the impact of the regulations on the community and observe which areas of the regulations could be improved to better obtain the desired results; and

Whereas, the City understands the needs of owners that choose to rent out their homes on a short-term basis, so the City seeks to balance the wants of such owners with the wants of their neighbors that deal with the nuisance impacts that can result from vacation rentals; and

Whereas, the City wishes to Clarified License Holder, Non-Transferable Clarification, Re-inspection Follow-up, Extended Timeline for Issues, Transient Lodging Tax (TLT) Compliance Commercial Water Rates, and Waitlist Response Timeline, and

Whereas, the City has held Public Hearings on October 15, 2025, December 17, 2025, then a Work Session on February 4, 2026 to finalize changes,

NOW THEREFORE, the City of Yachats ordains as follows:

Section 1. Yachats Municipal Code Chapter 4.08.

Yachats Municipal Code Chapter 4.08 shall be amended to read as follows:

Section 4.08.010 Purpose.

§ 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.

(Ord. 148 § 1, 1992; Ord. 291a, 2010; Ord. 311, 2012; Ord. 328, 2014; Ord. 347 § 1, 2017)

§ 4.08.020. Definitions.

"Dwelling unit" means as defined in 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 dwelling unit, duplex, 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.

(Ord. 148 § 1, 1992; Ord. 226, 2002; Ord. 291a, 2010; Ord. 311, 2012; Ord. 328, 2014; Ord. 347 § 1, 2017)

§ 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. 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 [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 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. 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 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 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.
(Ord. 148 § 3, 1992; Ord. 191, 1997; Ord. 226, 2002; Ord. 237, 2003; Ord. 291, 2010; Ord. 311, 2012; Ord. 324, 2013; Ord. 328, 2014; Ord. 347 § 1, 2017)

§ 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 determine occupancy capacity, parking and access compliance. Upon receipt of the completed application, the annual license fee, inspection and verification that the licensing standards have been met, the City shall issue a license to the dwelling unit owner representative (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. 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.
- C. 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.

- D. 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 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.
(Ord. 148 § 4, 1992; Ord. 199 § 1, 1997; Ord. 284, 2009; Ord. 291, 2010; Ord. 311, 2012; Ord. 328, 2014; Ord. 347 § 1, 2017; Ord. 362 § 1, 2019)

§ 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 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 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 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 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.

(Ord. 148 § 5, 1992; Ord. 226, 2002; Ord. 311, 2012; Ord. 328, 2014; Ord. 347 § 1, 2017)

§ 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. Violations shall be subject to the procedures and penalties of [Chapter 1.12](#), as now constituted or hereafter amended or revised. (Ord. 148 § 6, 1992; Ord. 185 § 4, 1996; Ord. 328, 2014; Ord. 347 § 1, 2017)

SEVERABILITY. Any provision of this Ordinance which proves to be invalid, void, or illegal shall in no way affect, impair or invalidate any other provision of this Ordinance, and the remaining provisions of this Ordinance shall remain in full force and effect.

EFFECTIVE DATE. This ordinance shall take effect on the 30th day after its adoption.

Passed and approved by the Yachats City Council on this 18th day of March 2026.

ADOPTED on March 18, 2026

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

Craig Berdie, Mayor

Attest by:

Bobbi Price, City Manager



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

CITY MANAGER (Bobbi Price)

Library Grand Opening

The Grand Opening of the Library was a resounding success, with numerous residents attending the celebratory ribbon-cutting.

Basketball- Free throw competition

The Basketball Free Throw Competition was a great success, drawing a large, enthusiastic turnout of participants from across the community, spanning all age groups. We are eager to organize another event like this in the future.

Trolley

The marketing materials and route details are nearing completion. The City Manager and First Student have already reviewed the route, focusing on timing and meeting with representatives from each property. During this review, we specified the location of each stop sign and whether the Trolley will enter the property or stop on the highway nearby.

Finance Committee

The Finance Committee interviewed two applicants for the position and voted to recommend one for an interview with the City Council. The Committee also reviewed results from a survey sent to businesses that collect taxes through TLT and F&B, as well as the quarterly tax revenue. Additionally, the Committee continued its work on the Capital Improvement Budget.

Oregon Governor's Award

The City Manager was part of the Travelability group that received the Governor's Award at the Oregon Tourism Conference. The group has worked for several years on accessibility initiatives along the Oregon Coast. The City Manager has been involved in

this project from the beginning, and much of her personal experience has influenced the group's work. The City of Yachats has participated in this accessibility effort by having the city, through the Chamber, complete the Wheel the World audit, provide the Not-a-wheelchair at the Visitor Center, and now operate the Trolley.

League of Oregon Cities

The City Manager has joined the League of Oregon Cities planning committee for the upcoming Spring Conference and the City Managers Association Summer Conference. She will attend the April 29th Spring Conference in Pendleton.

Union Negotiations

Employee negotiations with the AFSCME Union have started. The City Manager is collaborating closely with our City Attorney, who specializes in Union negotiations. Together, we will present the economic impacts to the City Council in March.

Public Arts Committee

Now that the City Council has created the Public Arts Ordinance, the City Manager is starting work on forming a committee.

State Urban Forestry Department

The initial discussion regarding a Tree Ordinance for Yachats has begun. The City Manager, members of the Community Spaces Committee, and the Planning Commission met with two representatives from the State of Oregon's Urban Forestry Department. The meeting focused on defining what it means for Yachats to be a "Tree City" and reviewing what other communities have incorporated into their ordinances.

Budget work

City Staff and the City Manager are diligently developing the fiscal year 2026/2027 operating budget. This effort focuses on finalizing the Capital Improvement Budget and aligning the complete operating budget proposal with it to provide a comprehensive, high-level view of the combined financial plan.

Interviewing for a Children's Librarian

The Library Administrator and City Manager held four interviews in the past week and have narrowed down the top candidates even further. They are prepared to make an offer to the top candidate. The position will enhance the Youth Programming and Children's section of the Yachats Public Library.

CITY DEPUTY RECORDER (Kimmie Jackson)

In February 2026, I attended City Council and committee meetings and prepared pre-meeting packets and minutes to support council operations. I also prepared and distributed the Urban Renewal Agency (URA) packets to the taxing districts by the required deadline. In preparation for the State of the City event, I coordinated the purchase of supplies, prepared the food, attended the event, and recorded the program for later posting for public access.

Throughout the month, I continued providing support to staff as needed. Also processed lien requests and placed liens, prepared ordinances and resolutions as needed, completed routine daily administrative responsibilities to support ongoing city operations.

PUBLIC WORKS (Rick McClung and Dave Buckwald)

Rainfall at Yachats Public Works:

	<u>Inches</u>			
	2026	2025	2024	2023
February	6.41	8.09	9.23	5.71
Rain year to date:	9.92	13.50	25.48	15.07

Total water produced: **3,300,800** gallons

Total water accounted for: **3,190,134** gallons Water loss efficiency: **96%**

Total wastewater treated: **5,534,000** gallons



Note: The water loss efficiency increase was due to a 15-20 gallon per minute water main leak that was found and repaired.

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

Streets:

- Multiple potholes filled.
- Brush cut upper Black Stone area.
- Swept gravel off Radar Rd. x2
- Repair right-of-way driveway on Lincoln Ave.
- Dug out Filterras and placed trees inside.

Storm Drainage:

- Storm drain brush clearing.
- Storm drain cleaning.

Water Treatment Plant:

- Water systems operations.
- Water plant maintc.
- TAG at WTP for repairs.

Distribution Sys:

- Meter reading and rereads.
- Meter maintc.
- Leak inspections.
- Hydro-excavated pipe location on upper Black Stone, 1st & Pontiac, Shell St., 2nd St. and 3rd St.
- Moved water service on Shell St.
- Repaired water main on Shell St.
- Repaired water leak at the cemetery.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.
- Sent a load of biosolids to Heard Farms.
- TAG at the WWTP

Collection Sys:

- Lift station inspections.
- Degreased lift stations.
- Float cleaning.
- Sewer main jetting.
- CCTV 180 feet on King St.
- Brush cut Riverside LS.

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.
- Safety meeting.
- Moved water filtration systems back to the Emergency Containers.
- Working on the Safety Inspection repair list.
- Replaced storm grate at the LLCM.

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:**
 - Engineering in process.

- **Pontiac Force Main Replacement / 3rd St Improvements:**
 - Engineering in process.
- **Wastewater Treatment Plant Upgrades:**
 - Continuing with upgrading such as component replacement.
- **Fire Hydrant Upgrades:**
 - Site prepped a location at the intersection of Driftwood Lane and Marine Drive.
- **Hanley Manholes:**
 - Searching for pipe location.

Boardwalk

- Structural plans have been accepted by the county planning dept, and construction can begin when we are ready
- The engineer that we have been working with moved to a different job and the project has been transferred to other Civil West engineers.
- Civil West has been sold to a firm called [Verdantas](#)

Watershed Property

- City Manager is negotiating selling price
- Neal has applied for a planning grant that covers Timber Cruise, Property Value and any previous environmental impacts to the property
- Re-kindling our relationship with <https://mckenzieiver.org/> *“Preserving Oregon’s lands and rivers for generations to come”*

New Reservoir Analysis

- Engineers are working with surveyors and Geotech’s to plot the area for best access and drilling locations.
- Anticipating spring/early summer to begin Geotechnical drilling

Reedy Creek

- Safety committee identified that the headworks flush valve is in an unsafe location to operate
- Working with engineers to design an alternate application.

Budget

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

FINANCE OFFICE (Diane Gruver)

Accounts Payable (AP)

- In February, the City paid \$201,310 in invoices from Accounts Payable
- Of this, \$113,204 was designated as spending on CIP projects

This is considerably less than what we've been seeing, as some of our big CIP projects are completed or close to finish. As I noted last month, what we spend varies quite a bit from month to month. The chart shows the variations we've seen so far this fiscal year:



Audit

We are gathering information for Baker Tilley, to provide the firm a good footing on which to build their audit, grounded in the last few years of the City's financial situation.

CIS Conference

In late February, I was fortunate to attend the CIS Trust annual conference in Salem. CIS handles our liability and health insurance. I learned that CIS is not an insurance broker (which is what I thought), but rather a trust that handles the insurance needs of Oregon cities and counties. By grouping most cities and counties together, CIS creates a huge risk pool, which helps lower insurance costs for members.

My big takeaway is that CIS works to balance the needs of employers AND employees, by protecting cities and counties against liability charges through good management

and practice, and by supporting employees with good insurance, wellness programs, and practices to ensure health and safety.

In the face of the changing insurance market, CIS is adjusting programs and insurance packages in the upcoming year, and will notify members (cities, counties) of changes in the next few months. We will see some rise in cost, but they are working to keep that to the minimum possible, as well as working to retain services and contracts with insurance companies (Regence Blue Cross, Kaiser, etc.).

The bulk of sessions I attended were focused on HR and personnel issues, but I was also fortunate to see the work they are doing with public safety improvements (emergency services, police), including providing small grants to cities and counties to develop innovative programs that improve the quality of life in our small communities.

CODE COMPLIANCE (David Fortmeyer)

Completed Tasks

- Reached out to local Business GM with additional information about backflow replacement and testing
- Worked with Billing Clerk, City Recorder, and Public Works to coordinate a water service shut-off for a resident who failed to complete required backflow testing after multiple notifications. Water service was restored once the resident scheduled the required backflow test. The device later passed inspection.
- Followed up with resident about cutting and capping unused ground sprinkler line. Resident sent photos showing completed work
- Followed up with local business about status of installing Atmospheric Vacuum Breaker on hose bib serving pool. Management sent photo showing install was completed
- Responded to 1 request tracker complaint about Prohibited Marine Lighting Fixture Replacement
- Re-opened 1 Miscellaneous Request
- Closed 1 Lighting Violation Request
- Closed 1 Overgrown Vegetation Request
- Closed 1 trash and litter Request
- Sent out 1 notice for Scattering Rubbish
- Sent out 2 notices to Repair Damaged Cleanout(sewer lateral)
- Sent out 1 final notice for backflow prevention device testing
- 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
- Added New Safety Concern to 2025Q4 Safety Inspection Report
- Submitted 2025 Annual Summary Report for Oregon Health Authority

Field Work

- Performed regular “drive-by” compliance checks
- Took photos at various locations to send with emails and notices
- Investigated Request Tracker complaints
- Replaced batteries in the outdoor security cameras at City Hall and The Commons

Ongoing Initiatives

- Community Education: Educating residents and businesses on city ordinances
- Topic of interest: Pending

LIBRARY (Traci Altson)

During the second week of February we had four of the expected 10 bookshelves installed and we were closed during that time. The installers were short parts and will be back in March to finish the job. After the bookcases arrived, Angell Job Corp and David Rivinus moved the remainder of our collection from storage in Waldport to our new space. Over 20 librarian volunteers and patron volunteers helped us unpack 238 large banker boxes February 13-16 and put everything on the shelves. The shelves are packed tightly now, so I am looking forward to the remainder of the bookcases being installed so that we can re-organize and spread out a bit. This will mean closing again in March for approximately one week.

The Grand Opening was Saturday Feb 28, and it went off without a hitch. We had a great turn out of patrons who enjoyed our speakers, a harpist, food donated from Lorraine Barrett and the Yachats' Ladies Club and a coffee cart. We also had a Getting-to-Know-Your-New Library Bingo game with a drawing sponsored by many generous Yachatian businesses.

Bobbi and I are working on adding a new Children’s Librarian and will hopefully have a name to announce soon.

UTILITY CLERK (Becca Parrish)

-
- February billing was mailed out on time.

- 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)

- Normal seasonal uptick in volume of calls, emails and pre-application meetings
- Met with DLCD and ODOT on a scope of work for the City's upcoming Transportation Growth Management Plan.
- Met with Cascadia Partners Project Management Team
- Met with Cascadia Partners Advisory Committee
- Reviewed latest (final?) draft of LWI and accompanying maps
- Started work on property line adjustment/easement agreements to address issues with Gimlet Lane
- Assisted with some code enforcement duties

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
- met with City Manager, Planner and property owner re: obtaining a vacation rental license for a large home;
- collected prizes for library grand opening;
- solicited and collected donations for a “Yachats” prize bag for OCCC’s “Pearls of Wisdom” fundraiser;
- began to reorganize and label keys into new key boxes;
- attend free throw event – how fun was that!
- set up interviews for Children’s Librarian position; 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.
- **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

LINCOLN COUNTY SHERIFF'S OFFICE

SHERIFF ADAM D. SHANKS



March 11, 2026

Dann Cutter, Waldport City Manager

Bobbi Price, Yachats City Manager

Calls For Service

Deputy Reagan responded to or initiated 143 calls for service for the Cities of Waldport and Yachats during the month of February.

Enforcement Actions

Deputy Reagan conducted 49 traffic stops, 12 Field Interviews, and 11 area checks. Deputy Reagan generated 16 police reports.

Reagan's Report

Waldport-

* Traffic enforcement (Primarily at the intersection of HWY 101 and HWY 34).

I have found there are frequent moving violations observed at this intersection. Violations such as speed, FTCD, failure to maintain lane, and several others. Running traffic at this location has allowed me to find numerous drivers who are driving suspended and/or with no insurance.

* Illegal camping- Contacting individuals who camp in prohibited areas. The camps that are primarily erected and occupied by the transient community frequently result in the dumping of large amounts of trash and often human feces which I have observed in person. When contacting these individuals, I offer to put them in touch with resources.

* Individuals with warrants for their arrest. I spend a portion of my time attempting to locate those within city limits who have active warrants.

Administration
251 W. Olive Street
Newport, Or 97365
541-265-4277

Jail
251 W. Olive Street
Newport, Or 97365
541-265-4277

Patrol
225 W. Olive Street
Newport, Or 97365
541-265-4277

Support Services
225 W. Olive Street
Newport, Or 97365
541-265-4912

Animal Shelter
510 NE Harney Street
Newport, OR 97365
541-265-6610

March 11, 2026

LINCOLN COUNTY SHERIFF'S OFFICE

SHERIFF ADAM D. SHANKS



Yachats-

* Traffic enforcement- The patch of HWY 101 north of Yachats has a posted 35 mile an hour speed limit.

I have found that this portion of the highway has frequent drivers who will speed through this area, typically driving into Yachats. I have observed many pedestrians on this portion of the highway as well as many drivers who are pulling off the highway. Emphasizing speed enforcement in this area is important to ensure drivers are travelling at safe speeds for the number of pedestrians and slow vehicles driving through this area.

This has also resulted in me locating multiple drivers with additional violations such as driving while suspended or with no insurance. These drivers are liabilities in the roadway for other drivers on the roadway who drive legally.

*Area checks. I frequently drive through Yachats and check areas for suspicious activities or illegal camping.

Sincerely,

Adam D. Shanks, Sheriff

A handwritten signature in blue ink that reads "Abigail Dorsey".

Abigail Dorsey, Patrol Sergeant

Administration 251 W. Olive Street Newport, Or 97365 541-265-4277	Jail 251 W. Olive Street Newport, Or 97365 541-265-4277	Patrol 225 W. Olive Street Newport, Or 97365 541-265-4277	Support Services 225 W. Olive Street Newport, Or 97365 541-265-4912	Animal Shelter 510 NE Harney Street Newport, OR 97365 541-265-6610
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Call Type	Address	Priority	Beat	Source
TRF	SW PACIFIC COAST HW / SW LA BARRE DR	High	NPS03-SOUTH	Field Initiated
FIR	440 NE COMMERCIAL ST	High	NPS03-WALDPORT	Field Initiated
CITCON	320 NW HIGHWAY 101	Low	NPS03-WALDPORT	Field Initiated
CITCON	NW HEMLOCK ST / NW MAPLE ST	Low	NPS03-WALDPORT	Field Initiated
ATL	1646 SW SOUTHMAYD WY	Low	NPS03-SOUTH	Field Initiated
SUSVEH1	SW PACIFIC COAST HW / SW MAPLE ST	Medium	NPS03-WALDPORT	Field Initiated
SUSACT1	N BAYVIEW RD / NW PACIFIC COAST HW	Medium	NPS03-SOUTH	Field Initiated
AREACK	1200 NW PACIFIC COAST HW	Low	NPS03-SOUTH	Field Initiated
AOA	NW HEMLOCK ST / NW HIGHWAY 101	Medium	NPS03-WALDPORT	Phone
AOA	225 W OLIVE ST	Medium	NPP02-SOUTH	Phone
HANGUP	2643 NE STARR CREEK RD	Medium	NPS03-SOUTH	911
TRF	251 W 7TH ST	High	NPS03-YACHATS	Field Initiated
SUSVEH3	94 NW IDAHO ST	Medium	NPS03-SOUTH	Phone
CIVIL1	2424 HIGHWAY 101 N	Medium	NPS03-SOUTH	Field Initiated
TRF	HIGHWAY 101 N / MARINE DR	High	NPS03-YACHATS	Field Initiated
FOLLUP	329 NE OCEANWAYSIDE LN	Low	NPS03-SOUTH	Field Initiated
FOLLUP	501 CENTER WY	Low	NPS03-YACHATS	Field Initiated
FIR	760 NW PACIFIC COAST HW	High	NPS03-SOUTH	Field Initiated
TRF	380 NW HEMLOCK ST	High	NPS03-WALDPORT	Field Initiated
TRF	NW PACIFIC COAST HW / N BAYVIEW RD	High	NPS03-SOUTH	Field Initiated
FOLLUP	NE MILL ST / NE GRANT ST	Low	NPS03-WALDPORT	Phone
TRFASS	NW HIGHWAY 101 / NW HEMLOCK ST	Medium	NPS03-WALDPORT	Field Initiated
CITCON	455 SW STARR ST	Low	NPS03-WALDPORT	Field Initiated
TRF	NW HEMLOCK ST / NW MAPLE ST	High	NPS03-WALDPORT	Field Initiated
CKWELF	945 SW CANYON DR	Medium	NPS03-WALDPORT	Phone
DRIVING	SW PACIFIC COAST HW / SW WAKEETUM ST	Medium	NPS03-SOUTH	911
TRF	325 NW HEMLOCK ST	High	NPS03-WALDPORT	Field Initiated
FIR	455 SW STARR ST	High	NPS03-WALDPORT	Field Initiated
TRF	SW HIGHWAY 101 / SW NORWOOD DR	High	NPS03-WALDPORT	Field Initiated
TRF	1400 S CRESTLINE DR	High	NPS03-WALDPORT	Field Initiated
AOA	245 W WILLOW ST	Medium	NPS03-WALDPORT	Phone
TRF	SW HIGHWAY 101 / SW MAPLE ST	High	NPS03-WALDPORT	Field Initiated
CITCON	890 SW DOLORES DR	Low	NPS03-WALDPORT	Phone

CRASH1	44.43054121, -124.05004783	Medium	NPS03-WALDPORT	Field Initiated
TRFASS	885 SW DOLORES DR	Medium	NPS03-WALDPORT	Phone
TRF	SW HIGHWAY 101 / SW MAPLE ST	High	NPS03-WALDPORT	Field Initiated
FIR	455 SW STARR ST	High	NPS03-WALDPORT	Field Initiated
TRF	SW HIGHWAY 101 / SW MAPLE ST	High	NPS03-WALDPORT	Field Initiated
TRF	WALDPORT POST OFFICE	High	NPS03-WALDPORT	Field Initiated
TRF	110 SW HIGHWAY 101	High	NPS03-WALDPORT	Field Initiated
FIR	455 SW STARR ST	High	NPS03-WALDPORT	Field Initiated
TRF	180 SW HIGHWAY 101	High	NPS03-WALDPORT	Field Initiated
AREACK	1200 NW PACIFIC COAST HW	Low	NPS03-SOUTH	Field Initiated
SUSVEH1	285 NW JOHN ST	Medium	NPS03-WALDPORT	Field Initiated
FOLLUP	455 SW STARR ST	Low	NPS03-WALDPORT	Field Initiated
CITCON	380 NW HEMLOCK ST	Low	NPS03-WALDPORT	Phone
TRF	1555 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
FIR	641 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
CRIMIS4	1837 SE ALSEA HW	Medium	NPS03-WALDPORT	Phone
TRF	HIGHWAY 101 N / KING ST	High	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / DIVERSITY DR	High	NPS03-YACHATS	Field Initiated
TRF	AQUA VISTA LP / HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
AREACK	200 OCEAN VIEW DR	Low	SMO-STATE PARKS-LIN	Field Initiated
TRFASS	HIGHWAY 101 N / KING ST	Medium	NPS03-YACHATS	Field Initiated
CIVIL1	975 SW HILL ST	Medium	NPS03-WALDPORT	Field Initiated
AREACK	1200 NW PACIFIC COAST HW	Low	NPS03-SOUTH	Field Initiated
AREACK	1180 NE BROADWAY ST	Low	NPS03-WALDPORT	Field Initiated
AREACK	NE LINT SLOUGH RD / NE CRESTLINE DR	Low	NPS03-WALDPORT	Field Initiated
CRASH1	850 NE ALSEA HW	Medium	NPS03-WALDPORT	911
FIR	230 SW HIGHWAY 101	High	NPS03-WALDPORT	Field Initiated
TRESP1	245 W WILLOW ST	Medium	NPS03-WALDPORT	Phone
CKWELF	1025 SE LUNDY LN	Medium	NPS03-WALDPORT	Phone
GSW1	190 SW HIGHWAY 101	High	NPS03-WALDPORT	911
SUSACT1	11511 SE DOGWOOD ST	Medium	NPS03-SOUTH	Phone
CIVIL1	325 SW PACIFIC VIEW CT	Medium	NPS03-WALDPORT	Field Initiated
CIVIL1	130 NE WALDPORT HEIGHTS DR	Medium	NPS03-WALDPORT	Field Initiated
ILPARK	245 W WILLOW ST	Medium	NPS03-WALDPORT	Phone

TRF	44.43780778, -124.0750479	High	NPS03-SOUTH	Field Initiated
CRASH1	S COAST HW / SE 144TH DR	Medium	NPS03-SOUTH	911
CITCON	262 HIGHWAY 101 N	Low	NPS03-YACHATS	Phone
FOLLUP	585 AQUA VISTA LP	Low	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / MARINE DR	High	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / E 7TH ST	High	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / AQUA VISTA LP	High	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / 8TH ST	High	NPS03-YACHATS	Field Initiated
FIR	902 NW BAYSHORE DR	High	NPS03-WALDPORT	Field Initiated
TRF	NW PACIFIC COAST HW / N BAYVIEW RD	High	NPS03-SOUTH	Field Initiated
FRAUD4	902 NW BAYSHORE DR	Medium	NPS03-WALDPORT	Phone
FRAUD3	902 NW BAYSHORE DR	Medium	NPS03-WALDPORT	Phone
TRESP3	772 AQUA VISTA LP	Medium	NPS03-YACHATS	Phone
DOMDIS3	392 NE ALDER ST	Medium	NPS03-YACHATS	911
HITRUN3	876 AQUA VISTA LP	Medium	NPS03-YACHATS	Phone
FOLLUP	1245 SW FAIRWAY DR	Low	NPS03-WALDPORT	Field Initiated
TRF	HIGHWAY 101 S / LILY CT	High	NPS03-YACHATS	Field Initiated
ORDVIO3	955 NE MILL ST A1	Medium	NPS03-WALDPORT	Phone
TRF	935 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
TRF	1691 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
FOLLUP	504 HIGHWAY 101 N	Low	NPS03-YACHATS	Field Initiated
TRF	333 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
THEFT1	501 CENTER WY	Medium	NPS03-YACHATS	Field Initiated
TRF	357 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
CRIMIS3	1837 SE ALSEA HW	Medium	NPS03-WALDPORT	Phone
CKWELF	955 NE MILL ST D3	Medium	NPS03-WALDPORT	Phone
SUSACT1	885 SW DOLORES DR	Medium	NPS03-WALDPORT	911
TRF	3512 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
CKWELF	251 W 7TH ST	Medium	NPS03-YACHATS	Phone
AIREM	5550 SW AIRPORT AV	High	NPS03-SOUTH	911
AOA	485 W WILLOW ST 20	Medium	NPS03-WALDPORT	Phone
TRF	230 SW HIGHWAY 101	High	NPS03-WALDPORT	Field Initiated
TRF	NW HIGHWAY 101 / NW SPRING ST	High	NPS03-WALDPORT	Field Initiated
TRF	HIGHWAY 101 N / 4TH ST	High	NPS03-YACHATS	Field Initiated

TRF	HIGHWAY 101 N / W 7TH ST	High	NPS03-YACHATS	Field Initiated
FIR	44.31071595, -124.107320343766	High	SMO-STATE PARKS-LIN	Field Initiated
TRF	8419 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
TRF	231 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
AREACK	400 4TH ST	Low	NPS03-YACHATS	Field Initiated
CIVIL3	955 NE MILL ST D3	Low	NPS03-WALDPORT	Phone
TRF	E ALSEA HW / SE RIVER VIEW LN	High	NPS03-SOUTH	Field Initiated
SUSVEH2	NW SPRING ST / NW ALDER ST	Medium	NPS03-WALDPORT	Phone
FIR	38 N BAYVIEW RD	High	NPS03-SOUTH	Field Initiated
AREACK	320 NW MAPLE ST	Low	NPS03-WALDPORT	Field Initiated
AREACK	38 N BAYVIEW RD	Low	NPS03-SOUTH	Field Initiated
AREACK	1212 NW PACIFIC COAST HW	Low	NPS03-SOUTH	Field Initiated
DOMDIS1	3703 E ALSEA HW 5	High	NPS03-SOUTH	911
AREACK	38 N BAYVIEW RD	Low	NPS03-SOUTH	Field Initiated
CITCON	1702 NW VIEW RIDGE DR	Low	NPS03-SOUTH	Field Initiated
ATL	NW PACIFIC COAST HW / N BAYVIEW RD	Low	NPS03-SOUTH	Field Initiated
CITCON	440 NE COMMERCIAL ST	Low	NPS03-WALDPORT	Phone
FIR	400 NE COMMERCIAL ST	High	NPS03-WALDPORT	Field Initiated
DRIVING	44.41822883, -124.0405512	Medium	NPS03-SOUTH	911
TRF	HIGHWAY 101 N / W 2ND ST	High	NPS03-YACHATS	Field Initiated
TRF	935 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
TRF	1405 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
TRF	HIGHWAY 101 N / KING ST	High	NPS03-YACHATS	Field Initiated
TRF	1621 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
ORDVIO3	NE FAYETTE ST / NE COMMERCIAL ST	Medium	NPS03-WALDPORT	Phone
TRF	1555 HIGHWAY 101 N	High	NPS03-YACHATS	Field Initiated
TRF	3395 HIGHWAY 101 N	High	NPS03-SOUTH	Field Initiated
SUSVEH1	HIGHWAY 101 N / NE BRUBAKER ST	Medium	NPS03-SOUTH	Field Initiated
HANGUP	840 SW SKYLINE TR	Medium	NPS03-WALDPORT	911
HANGUP	1722 NW CANAL ST	Medium	NPS03-SOUTH	911
TRF	425 NW HEMLOCK ST	High	NPS03-WALDPORT	Field Initiated
SUSVEH1	455 SW STARR ST	Medium	NPS03-WALDPORT	Field Initiated
CRIME3	195 SE SALMON ST	Medium	NPS03-WALDPORT	Phone
TRF	44.42563631, -124.06754695	High	NPS03-WALDPORT	Field Initiated

CKWELF	955 NE MILL ST D6	Medium	NPS03-WALDPORT	911
SUSACT1	118 NW OCEANIA DR	Medium	NPS03-SOUTH	Field Initiated
CITCON	655 SW STARR ST	Low	NPS03-WALDPORT	Field Initiated
TRF	110 SW HIGHWAY 101	High	NPS03-WALDPORT	Field Initiated
TRF	NW HIGHWAY 101 / NW HEMLOCK ST	High	NPS03-WALDPORT	Field Initiated
FIR	1245 NE MILL ST	High	NPS03-WALDPORT	Field Initiated
SUSVEH1	44.55109896, -124.072793070789	Medium	SMO-STATE PARKS-LIN	Field Initiated

ACC	Motor vehicle accident
ACCHR	Hit & run accident
AIREM	Air emergency via phone
ALERT	Air emergency via tower
ALRMA	Audible alarm
ALRMS	Silent alarm
ANIMAL	Animal problem
AOA	Assist outside agency
AOAOSP	Assist - OSP
APB	All Points Bulletin
AREACK	Area check
ARMPER	Armed person
ARMROB	Armed robbery
ARSON	Arson
ASLT	Assault
ATL	Attempt to locate
BOAT	Boat fire
BOATCK	Boat check or complaint
BOMB	Bomb threat
BOMBF	Bomb device (with fire dept)
BURG	Burglary
CAR	Car fire
CHECK	Patrol check
CIVIL	Civil problem/service
CKWELF	Check welfare
CITCON	Citizen Contact
CODE5	Marked units clear area
CODE6	Code 2 cover (voiced)
COMEVT	Community Event
COMML	Commercial fire
CRIME	Miscellaneous crime
CRIMIS	Criminal Mischeif
COVER	Cover request
DISTRB	Disturbance
DOA	DOA (changed after fire response)
DOMDIS	Domestic Disturbance
DRIVING	ATL - Driving complaint
DROWN	Drowning
DRUG	Drug offense
DUII	Driving while under the Influence
DWS	Driving while suspended
ELUDE	Elude/attempt to elude
EMSG	Emergency message
ESCAPE	Prisoner escape
EXPLOD	Explosion
FIGHT	Fight
FIR	Field Interview

FIRWRKS	Fireworks complaint
FNDPER	Found person
FNDPRO	Found property\
FRAUD	Fraudulent document
FOLLUP	Followup
GRAF	Graffiti
GSW	Gun shot wound
HANGUP	9-1-1 Hangup\
HARASS	Harassment
HAZMAT	Hazardous Materials Incident
HOM	Homicide
ILPARK	Illegal parking
IMPPRO	Impounded property
INTOX	Intoxicated person
KIDNAP	Kidnapping
LIQVIO	Liquor violation
MAINT	Maintenance
MCI1	Mass Casualty Incident (updated on-scene)
MPI1	Multi Patient Incident (updated on-scene)
MENACE	Menacing
MENTAL	Mental/suicidal subject
MISPER	Missing person
MISPRO	Missing property
MISVEH	Missing vehicle
MSG	Message for an officer
NOISE	Noise complaint
OD	Overdose
OPEN	Open door
ORDVIO	Ordinance violation
P&PCK	Parole & Probation check
PREMCK	Premise check
PROWL	Prowler
ROB	Robbery - no weapon
RUN	Runaway
SEARCH	Search and Rescue
SEXOFF	Sex Offense
SHOTS	Shots fired
SHOTSRE	Shots fired at a residence
SPILL	Fuel spill
STAB	Stabbing
STALK	Stalking complaint
STLVEH	Stolen vehicle
SUSACT	Suspicious activity
SUSPER	Suspicious person
SUSVEH	Suspicious vehicle
TESTP	Test - police (information)
THEFT	Theft

THEFTS	Theft - shoplift
TRAIN	Train Derailment
TRAP	Accident with entrapment
TRESP	Trespassing
TRF	Traffic Complaint/stop
TRFASS	Traffic assist
TOW	Towed vehicle
WRNT	Warrant arrest/service
XPORT	Transport



CITY OF YACHATS
EMERGENCY PREPAREDNESS COMMITTEE
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Monday, February 2, 2026

- 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
Tom Rafalski	P

Staff Members	
Kimmmie Jackson, Recorder	

- III. **(01:07) Announcements / Correspondence**
 - a. Fire dept. Open House, 2/7/26, 11a-3p
 - b. State of the City 2/10/26, 4:30p
 - c. This committee expects to be a work group next month.
 - d. Key boxes have been installed on the Conex's
- IV. **Citizens' Concerns - None**
- V. **Reports - No reports**
- VI. **(09:35) Current Business**

- a. Conex – Discussion continued regarding responsibility for opening and managing Connex units during an emergency. Members identified the need to designate individuals who live near each Connex location to serve as primary access contacts. Potential volunteers living adjacent to the cemetery, Conex, were identified, with follow-up needed to confirm availability and roles.
- b. Emergency Prep Fair – The committee continued planning for a one-day event on September 26, 2026, from 11:00 a.m. to 3:00 p.m.

Members agreed to organize the fair around the “Be 2 Weeks Ready” framework. The proposed format includes eight informational tables corresponding to the program’s core units: Preparing to Prepare, Emergency Planning, Food, Water, Waste and Hygiene, Shelter, First Aid, and Emergency Management. The committee discussed coordinating with the Oregon Department of Emergency Management, the Red Cross, and other partners to staff tables and provide materials.

- VII. (15:51) Ongoing/New Business** – Radio/Walkie Talkies, protocol, and for the Commons – James Sander gave a demonstration to the Committee members on instructions regarding the use of handheld radios stored in the Connex units. Discussion emphasized proper radio etiquette, including pressing the transmit button before speaking, pausing briefly, speaking slowly in short declarative statements, identifying oneself before transmitting, and using “over” and “clear” to signal the end of transmissions; the limited effective range of the radios, particularly in areas with vegetation, structures, and elevation changes. Real-world testing showed that radio range falls significantly short of advertised specifications and is most reliable for short-distance, line-of-sight communication.

The committee discussed appropriate quantities of radios per Connex location. Consensus emerged that a minimum of four radios per Connex would be appropriate to support paired field operations and on-site coordination during emergencies. Members agreed to prioritize using existing equipment and to replace or purchase additional units only as needed.

Adjourn Committee Meeting at 3:38 pm
Minutes prepared by: Kimmie Jackson, Recorder



**CITY OF YACHATS
FINANCE COMMITTEE
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Thursday, February 12, 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
9

III. Announcements and Correspondence - None

IV. Citizens' Concerns - None

V. New Business

a. Finance Committee Interviews

1. **(03:30)** Mr. Serbu stated he holds an MBA in finance and has observed public budgeting processes but does not have direct municipal budget management experience, his fiscal philosophy is responsibility-driven and emphasizes limited government spending, minimizing costs, and maintaining strong reserves; expressed skepticism and indicated concern about expanding financing mechanisms or increasing tax burdens; believes the City should focus on controlling spending and maintaining financial discipline rather than pursuing new funding sources; Identified economic downturns and reliance on tourism revenue as key financial risks, and advisory bodies should present their recommendations clearly but defer to the decision-making authority of

Council; lastly expressed interest in serving to provide an alternative perspective and represent business interests.

2. (28:44) The Committee interviewed Paul Kelly for appointment to the Finance Committee. Mr. Kelly outlined his background in engineering and business leadership, including an MBA and 30 years of experience in manufacturing management. He described himself as fiscally conservative and strategic, emphasizing structured planning, conservative forecasting, and strong execution. While new to municipal finance, he expressed confidence in his ability to contribute and supported the responsible use of tools such as Urban Renewal Districts and Local Improvement Districts to advance City projects. He identified economic downturns, cybersecurity, reserve levels, and reliance on tourism as key risks and stated he would advocate for his views while respecting the Council’s final authority.

Following the discussion, the Committee voted by written ballot on a recommendation to the City Council. Mr. Kelly received four affirmative votes for recommendation to the City Council for further consideration.

Motion:	Motion to approve the recommendation to City Council to approve Mr. Kelly as a member of Finance Committee, Seat A, Exp. 12/2026:			
Ayes:	L. Beck, D. Beck, Bame-Aldred, and Price	Nays:	Absent:	Abstained:
Passed:	4/0			

VI. Ongoing Business

- a. (56:52) Continue planning the 2026–2027 CIP Budget – The members reviewed the economic forecast survey distributed to local businesses that collect Food and Beverage and Transient Lodging taxes. The survey was sent to approximately 30 businesses, with 11 responses received. Respondents primarily represented restaurants, food establishments, and lodging providers. The Committee discussed reported changes in business volume, revenue trends, customer counts, average ticket size, and length of stay. While several businesses reported slight revenue growth and expressed optimism for 2025–2026, members noted inconsistencies between reported revenue increases and comments suggesting fewer customers. Discussion focused on how respondents

may be defining “volume,” whether revenue gains were driven by pricing rather than customer counts, and the value of continuing the survey annually to establish clearer trend data over time.

The Committee then reviewed detailed Food and Beverage tax collection data for 2023 through 2025, including quarterly comparisons. Members observed that total collections increased by approximately \$14,000 from 2024 to 2025. The first and second quarters of 2025 showed notable gains compared to the prior year, while the third quarter reflected a decline relative to 2024. The fourth quarter showed a modest recovery. The Committee discussed whether the third-quarter decrease represented a seasonal fluctuation, possible capacity limits during peak tourism months, or a trend requiring closer monitoring. Members emphasized the importance of tracking quarterly performance patterns, particularly given the City’s reliance on tourism-related revenue streams, and agreed that continued review of these indicators would be important for long-term financial planning.

The members continued reviewing the Capital Improvement Budget for General Funds.

Adjourn City Council Meeting 5:00 pm.

Minutes prepared by: Kimmie Jackson, Recorder



CITY OF YACHATS
Community Spaces Committee
MEETING SUMMARY MINUTES
Room 3 441 Hwy 101 N. OR 97498
Tuesday, February 2, 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	A
Dan Wright	P

Staff Members	
Bobbi Price, City Manager	Kimmie Jackson, Recorder
Rosa Marchand, Coordinator	Neal Morphis, CIP Coordinator

II. Work Session Discussion

Commons Renovation – Lobby and Office Configuration

The members reviewed conceptual drawings for proposed Phase 2 improvements to the Commons, with discussion focused on the lobby layout, office configuration, and circulation; members discussed terminology and agreed that the primary entry area should be referred to as the “lobby,” noting its function, openness, and role in visitor flow, configuration of two staff offices in the lobby area, with lockable storage while maintaining visual openness through interior windows or partial-height features.

The members discussed naming conventions for the existing and proposed pavilions. The term “Events and Recreation Center” was discussed as a functional descriptor that may support funding eligibility, particularly related to tourism and transient lodging tax considerations.

Discussion continued regarding storage needs for events and recreational programming. Options included reducing the existing storage room size to improve lobby and office functionality; adding built-in cabinetry and bench seating with integrated storage along lobby walls; placing large equipment; and supporting the consolidation of bulky items into existing larger storage areas. The placement of an upright piano was discussed, with general agreement that it should not occupy prime lobby or office space and should be stored or located where it is used most effectively for programming.

Lastly, the member reviewed existing HVAC units serving the lobby and office areas. Members discussed the removal or relocation of units that interfere with cabinetry or circulation, and agreed that further HVAC consultation will be necessary during final design to ensure appropriate heating and cooling for the reconfigured space.

Regular Meeting

- I. (1:05:04) Regular meeting called to order**
- II. Roll call:** Same members present
- III. Announcements** - None
- IV. Public Comment** - None
- V.**
- VI. Reports**
 - a. Summary Meeting Minutes - No changes
 - b. Workgroup Report - City Manager gave a few comments about the trials and Civil West Engineering.
 - c. Commons Report - attached for review
- VII. New Business**
 - a. (1:21:29) Ordinance 2.08/OR Dept. of Forestry - regarding the upcoming meeting, and the need for a second member of his committee to participate in the tree ordinance review.

The members discussed the ordinance, focusing on using clear, functional terminology that reflects public use, flexibility, and potential funding eligibility, while minimizing confusion between existing and future spaces. The group agreed that, with the changes, it would forward to Council while continuing ad hoc committees.

Motion:	A motion was made to recommend ORD 2.08 with changes as discussed to the City Council in favor of the changes:			
Ayes:	Giroux, Wright, and Altson	Nays:	Absent: 1	Recused:
Passed:	3/1			

VIII. Other Business

- a. (1:40:36) Discussion continued about processes and wanting to be involved throughout the projects, including final drawings; the importance of involvement throughout the full lifecycle of community space projects, from early concept development through design, implementation, and completion. Members emphasized that ongoing involvement allows the Committee to provide timely input, ensure alignment with community needs and prior guidance, and avoid issues arising late in the process, while receiving regular updates and opportunities for review as projects progress.

The next meeting will focus on the tree ordinance.

Adjourn Community Spaces Committee Meeting 4:09 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, February 17, 2026, 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 (Zoom)	P
David Diamond	P
Steve Chase	P

Staff Members	
Bobbi Price, City Manager	Neal Morphis, City Clerk
Kimmie Jackson, Recorder	Katherine Guenther, Planner
Rick McClung, WW Lead	

Work Session

- I. (01:58) Request from Public Works & Streets Commission -** The Commission discussed a memorandum from the Public Works / Streets Commission regarding erosion control and runoff concerns. Members reviewed current practices, including DEQ permit requirements and complaint-driven enforcement; considered whether additional code amendments were necessary and discussed the possibility of a refundable deposit system similar to the street cut permit process. It

was determined that existing regulations may be sufficient, and the matter was deferred pending further coordination with Public Works.

- II. Noxious Weed Ordinance – Members agreed that specific plant species should not be listed directly in the ordinance but instead referenced through an externally maintained list. Enforcement will rely on existing nuisance and abatement procedures, including notice, cost recovery, and liens. They also agreed to cross-reference geologic hazard provisions to address slope concerns and to avoid rigid remediation timelines in the code, and will prepare a revised draft incorporating these changes for further review.

Regular Session 3:00 pm

- I. **Announcement/Correspondence** – None
- II. **Citizens’ Concerns** – None
- III. **Ongoing Business**
 1. (1:02:21) Update on Cascadia Partners’ work: Cascadia Partners updated the Commission on proposed code amendments, including expanded housing options, mixed-use development, and updated standards for housing and parking. Next steps include distributing draft amendments and scheduling meetings with the City Council and the Advisory Committee.
 2. (1:12:19) Update on Water Sustainability – the Water Lead presented findings that Yahats has more than enough water capacity for at least the next 20 years, thanks to agreements with South Lincoln. Current projections show that anticipated demand through 2041 remains well below available supply, even accounting for potential increases in usage due to climate change. The City is pursuing the acquisition of private land in the Salmon Creek watershed to secure additional water sources, leveraging available grants and loans. Commissioners emphasized the importance of ongoing monitoring and updating projections as new data becomes available, factoring in both population growth and climate impacts.
 3. (1:39:39) Comprehensive Plan Update – The members discussed reviewing and updating key goals in the comprehensive plan related to

housing needs (Goal J) and urban growth and form (Goal G) in preparation for future updates, ensuring alignment with ongoing code amendments and city planning efforts.

IV. (1:57:25) Reports

- a. Commission Chairs' Meeting - City Council is restructuring commissions, converting Parks and Commons to a committee and the Library to a workgroup. The Planning Commission will remain. The Library's grand opening is upcoming.
- b. Planners' Report - The planner reported ongoing permit challenges, including extended timelines and uncompleted projects. SDC refunds are now available for inactive projects
- c. Meeting Summary Minutes - No comments

Adjourn City Council Meeting 4:08 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, February 10, 2026**

REGULAR MEETING

****The work session was moved after the 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	A
James Welch	P
Kevin Erdahl	P
Don Phipps	P

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

Audience
12

- IV. Announcements / Correspondence - (04:46)** State of the City presentation scheduled for 2/10/26 at 4:30 pm in the multipurpose room. It was also reported that updated committee guidelines would be presented to Council for adoption later this month. Council goals were distributed to members for review, with emphasis that future projects should align with adopted Council priorities.
- V. Citizens' Concerns (5-Minute Limit) - None**
- VI. Reports**
 - a. Meeting Summary (Information only) No changes.

- b. Fire Dept Report - (Linn) No report.
- c. Emergency Preparedness Committee Report - (08:14) Chair West reported on emergency preparedness efforts, including demonstrations and testing of radios stored in the Conex units; A written protocol is being developed to guide rapid deployment in an emergency; the existing Conex units have electrical service, with solar backup under review for redundancy, particularly for the cemetery location.

Coordination with the Fire Department will continue to avoid duplication of supplies and improve interagency preparedness. A satellite communication option, including potential use of Starlink-type systems, is under consideration.

The Community Emergency Preparedness Fair is scheduled for September 26 and will focus on the State's "2-Week Ready" initiative. Additional drills and water filtration testing are planned for March/April.

- d. Public Works Report (Rick & Dave) (13:33) - Public Works staff reported completion of several maintenance and capital activities, including:
 - Installation of replacement delineators on Ocean View Drive.
 - Installation of crosswalk flags at 7th Street.
 - Ongoing storm drain and sewer mainline cleaning.
 - Repairs to fire hydrants and a major water main repair south of town.
 - Improvements at the wastewater treatment plant, including siding replacement and ongoing inspection activities.

The current water system efficiency is approximately 79%, reflecting a 21% loss rate. A leak in an HDPE line south of town was identified and is scheduled for contractor repair due to specialized welding requirements.

- e. Utility Rate Adjustments - Becca Parish, Utility Biller, presented a summary of 2025 utility rate changes, including vacation rental adjustments, large user increases, and the annual ENR adjustment. Total additional revenue generated in 2025 was approximately \$130,556.45, exceeding the \$100,000 revenue increase anticipated in the adopted budget. Some rate adjustments were implemented mid-year and will have a full annual impact next fiscal year.

- f. Speed Monitoring Report - (50:01) Members reviewed speed data collected within the 25 mph zone. January data showed an increase in total vehicles entering town but a measurable reduction in vehicles exceeding the speed limit. The percentage of drivers exceeding the limit by 10 mph or more decreased from 3% to 2%, and overall speeding dropped from approximately 29% to 21%.

The speed radar trailer was deployed for the full month of January on the north entry to town and will be placed at the south entry in March. Council expressed encouragement at the early data trends.

- g. PW Finance Report - (Don G) - Nothing to report.

WORK SESSION

I. Septic System Standards and Maintenance

(56:43) Members reviewed county and state requirements related to septic system operation and maintenance. It was noted that the standard best practices include periodic pumping, protection of drain fields, and monitoring for system failure or leakage; short-term rentals are subject to mandatory septic inspection requirements under applicable code provisions; owner-occupied residential properties are not subject to mandatory routine inspections, though maintenance is recommended; and failure to properly maintain septic systems can result in leaching or contamination.

Members discussed the policy implications of differing standards for short-term rentals and full-time residences, noting potential environmental concerns if systems are not properly maintained. No formal action was taken during the work session, and the potential future evaluation of rate structures and infrastructure funding was discussed to ensure long-term sustainability.

Adjourn Meeting 3:30 pm.

Minutes prepared by: Kimmie Jackson, Recorder



**CITY OF YACHATS CITY COUNCIL
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Wednesday, February 4, 2026**

- I. Call to order the City Council Work Session Meeting at 4:30 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
31

Work Session

I. Vacation Rental Ordinance

The City Council conducted a work session to review proposed amendments to the City’s vacation rental ordinance. The City Manager explained that the updates are primarily administrative clarifications intended to reflect long-standing practice, improve enforceability, and provide clearer direction to staff and license holders.

The Council discussed several key updates:

- Definition of “Dwelling” – Added to clarify who is eligible to hold a license.

- License Holder Requirements – Reaffirmed that a natural person must hold the license, even if the property is owned by a trust or business entity.
- Non-Transferability – Clarified that licenses are not automatically transferable upon sale of a property or death of the license holder.
- Family Succession Pathway – Staff outlined a process allowing an heir or trust beneficiary to apply for a new license, with the existing license forfeited upon issuance of the new one.
- Reinspection Requirements – Added clearer language requiring reinspection at five-year renewal intervals.
- Correction Timeline – Extended the time to remedy inspection deficiencies from 5 days to 20 days.
- Transient Lodging Tax Compliance – License forfeiture may occur if tax reporting is not maintained within a two-year period.
- Commercial Water Rates – Clarified that vacation rentals are subject to the City's commercial water rate.
- Waitlist Procedures – Individuals on the waitlist must respond within 10 days when contacted about license availability, or the opportunity passes to the next applicant.

Several councilors emphasized that the City does not intend to become involved in estate planning matters, and that property owners should consult legal counsel to structure trusts or deeds appropriately if they wish to pursue succession planning. It was reiterated that any newly issued license must meet current standards and pass a full inspection; there would be no grandfathering of outdated standards.

Council members also discussed technical edits, ensuring consistency between ordinance standards and the inspection checklist, which must meet current requirements at the time of application.

Public comments:

- Most commenters supported clarifying the rules and keeping vacation rental licenses non-transferable, except in specific circumstances such as family succession or estate planning.
- Several speakers discussed the challenges of passing licenses to family members, with some supporting the proposed beneficiary/trust process and others noting complications for multiple heirs.
- A few owners advocated for allowing license transfers upon sale, arguing it would help maintain neighborhood stability and reward responsible ownership.
- Owners highlighted their positive community contributions and good neighbor relations, while some residents expressed concerns about nuisances and management issues with nearby rentals.
- There was broad agreement on the importance of balancing tourism and economic vibrancy with preserving community character and housing for residents. Allowing corporate or absentee ownership was widely opposed.
- Some found the new family succession process workable, but others requested more legal clarity.
- Calls were made for clearer inspection standards and compliance timelines, especially when licenses change hands.

Overall, the majority of public comments favored maintaining strict limits on license transferability with some flexibility for family succession, while supporting fairness, transparency, and protection of community character. Concerns about neighborhood impacts and administrative clarity were also noted.

Adjourn City Council Meeting at 5:28 pm.

Minutes prepared by Kimmie Jackson, Recorder



**CITY OF YACHATS CITY COUNCIL
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Wednesday, February 18, 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 (Zoom)	P
Barry Collins	P
Nicole Hedlund	P

Staff Members	
Bobbi Price, City Manager	Kimmie Jackson, Recorder

Audience
24

Regular Meeting

- I. Announcements /Proclamations/Correspondence**
- II. Public Comment - (03:50)** Roxy from the Port of Alsea handed out information on the Port of Alsea’s 2026 Strategic Business Plan and encouraged everyone to participate in answering the questions.
- III. Public Hearing Public Arts ORD 379 - (10:28)** Received testimony reflecting support for public art as an enhancement to community identity and tourism appeal.

Council discussion centered on transparency in project selection, fiscal responsibility, and ensuring alignment with community values and existing planning documents. Clarification was provided that the

ordinance establishes a process and oversight structure rather than committing funding to specific projects. Following the closure of the public hearing, the Council deliberated.

Motion:	The Motion was made to approve Ordinance 379 with changes:			
Moved:	O'Shaughnessey			
Ayes:	Collins, Hedlund, Whitten-Carey, O'Shaughnessey, and Berdie	Nays: 0	Absent: 0	Abstained: 0
Passed:	5/0			

IV. Consent Agenda (26:34): City Manager Price highlighted routine administrative and informational items. These items consisted of the City Manager and staff reports, the Lincoln County Sheriff Contract Report, Commission and Committee meeting summaries, prior City Council meeting summary minutes, financial reports, the Local Wetland Inventory Update, and Request Tracker data.

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

V. New Business

a. Interview Finance Committee Applicants (53:58) The Council interviewed Paul Kelly. Mr. Kelly discussed community demographics, economic diversification, infrastructure considerations, budget reserves, strategic planning metrics, and urban renewal funding mechanisms. He expressed interest in developing measurable performance metrics aligned with the City's Strategic Plan and indicated willingness to deepen his understanding of water, wastewater, and infrastructure planning, including 25-year master plans. Council members noted the value of appointing members who ask critical questions and bring diverse perspectives to advisory bodies.

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

- b. Review proposed language for updates to Chapter 2 - Committees (1:21:58) - City Manager Price presented proposed revisions to Chapter 2 of the Municipal Code. The proposal would redesignate most Commissions as advisory Committees, reserving "Commission" status for the Planning Commission as required by state law. This would clarify advisory versus decision-making roles; Incorporating the Finance Committee into Chapter 2; transitioning the Library Commission and Emergency Preparedness Committee into work groups reporting to the City Manager; reestablishing the Parks and Commons body as the Community Spaces Committee to support implementation of the Greater Commons Master Plan; clarifying residency requirements and committee qualifications; and reviewing language related to capital project review and System Development Charges (SDCs).

Council members provided feedback and requested additional clarification in certain sections. The revised draft will return for further review before a public hearing.

- c. Changing how we present notices (1:52:40) - The City Manager proposed modifying the City's public notice procedures for non-land-use public hearings. Historically, mailed postcards were sent for all public hearings; however, due to cost considerations and statutory requirements, the City proposed continuing mailed notice only where required (e.g., land use matters under Measure 56) and utilizing alternative notice methods for other hearings. Notice methods would include newspaper publication, website posting, agenda publication, and other legally compliant platforms.

Quentin Smith of the Lincoln Chronicle is encouraging the City to use online local news outlets to broaden its public reach. Council members expressed support for reducing mailing costs while maintaining transparency and encouraging broader distribution through local media platforms.

VI. Ongoing Business

- a. Water Demand and capacity (2:04:00) Water Lead McClung and City Manager Price gave a report regarding water capacity and growth: McClung reviewed current water capacity projections and seasonal demand trends, and explained that the City's seasonal water supply agreement with South Lincoln Water District has reduced concerns about short-term summer capacity constraints. Discussion with Council continued around projected population growth and seasonal peak demand; the importance of maintaining infrastructure sized for summer maximum demand; ongoing negotiations to acquire approximately 300 acres within the Salmon Creek watershed to improve water security and prevent impacts from logging activity; grant and funding opportunities for watershed protection and forest management; continued monitoring of climate impacts on long-term water planning.

Council emphasized the need to maintain caution regarding future large developments, including hotels or major subdivisions, and to ensure ongoing data review as part of long-range planning.

- b. Free Throw Competition (2:23:53) City Manager Price announced a community free-throw contest scheduled for February 26 at 4:30 pm. The event will feature team competition, music, and prizes, and is intended to promote use of the City's new basketball hoops and open recreation programming.
- c. Review of Vacation Rental License Code Amendments (2:26:43) The Council reviewed proposed amendments to the Vacation Rental License Code. Staff clarified that the amendments are intended to provide administrative clarity rather than substantive policy changes. Additions include the requirement that all licensed properties comply

with the current inspection checklist; the requirement that vacation rental properties be connected to City water and sewer systems; Clarification of inspection procedures before license issuance; and clarification regarding license transferability and ownership requirements.

Council discussed enforcement procedures, inspection standards, and communication processes related to complaints. Public comment was received regarding water rate language and enforcement mechanisms. Council indicated readiness to proceed to a public hearing at a future meeting.

I. Other Business

- a. From the Mayor (2:51:04) The Mayor provided comments regarding governance updates and ongoing priorities.

Adjourn City Council Meeting at 3:56 pm.

Minutes prepared by Kimmie Jackson, Recorder



February 2026

Personnel & Materials

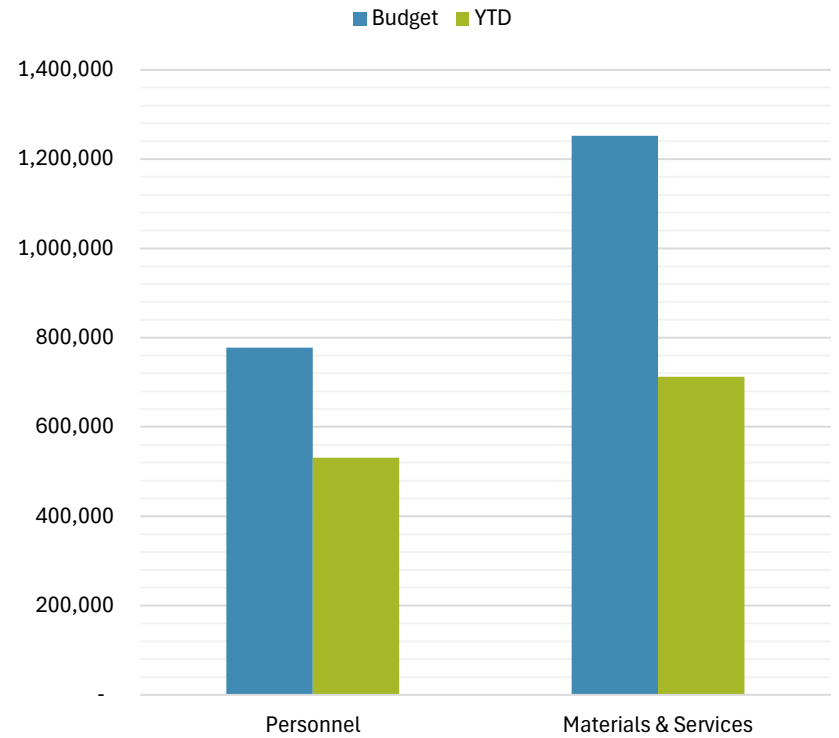
Expenses: Budget vs YTD

(Funds 100, 150, 155, 160)

	<u>Budget</u>	<u>YTD</u>	<u>YTD/Budget</u>
Personnel	777,442	531,585	68%
Materials & Services	1,252,614	712,573	57%

Percentage of Fiscal Year Completed 66.7%

Personnel, Materials, Services - Budget vs YTD





YACHATS
GEM OF THE OREGON COAST

February 2026

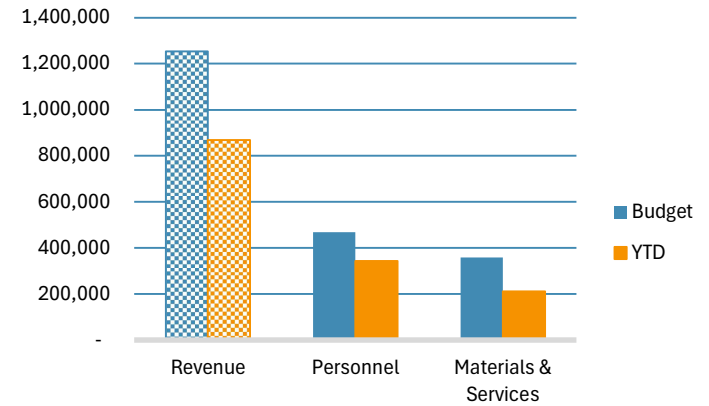
Water & Wastewater

Water Operating Costs

Fund 660

	Budget	YTD	YTD/Budget
Revenue	1,253,651	868,709	69.3%
Personnel	468,796	343,305	73.2%
Materials & Services	358,345	210,460	58.7%

Water - Operating Costs

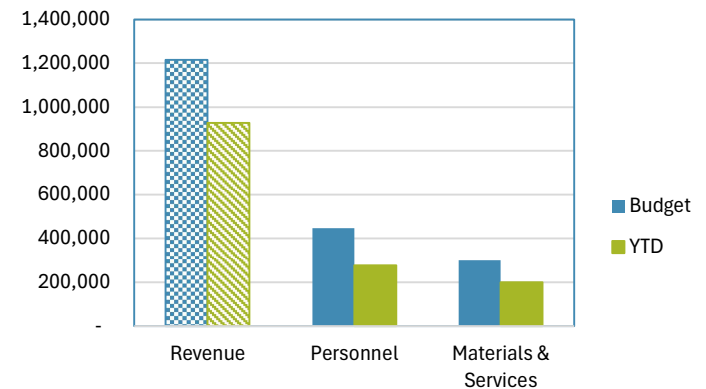


Wastewater Operating Costs

Fund 670

	Budget	YTD	YTD/Budget
Revenue	1,216,124	928,059	76.3%
Personnel	447,141	276,865	61.9%
Materials & Services	301,706	200,440	66.4%

Wastewater - Operating Costs



Percentage of Fiscal Year Completed 66.7%



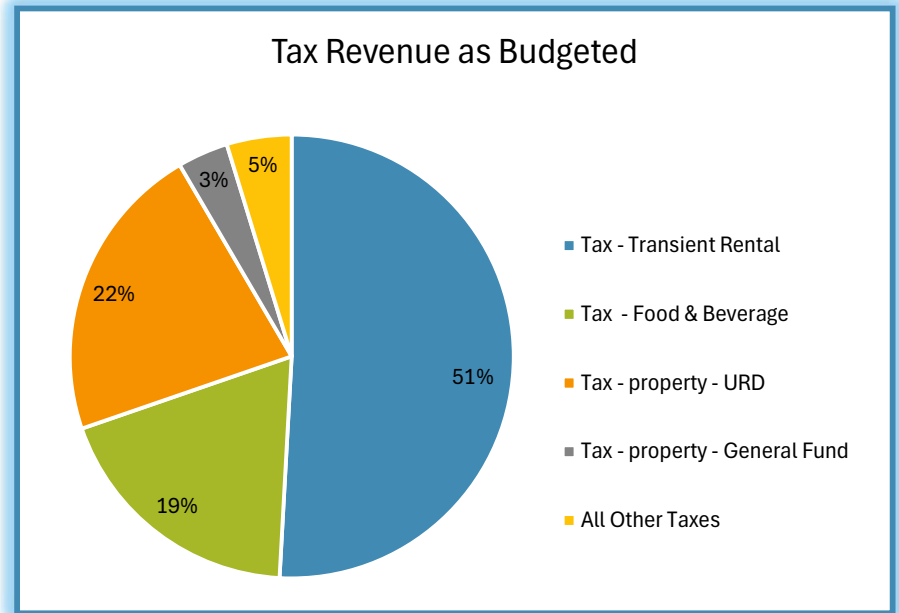
February 2026

Tax Revenue

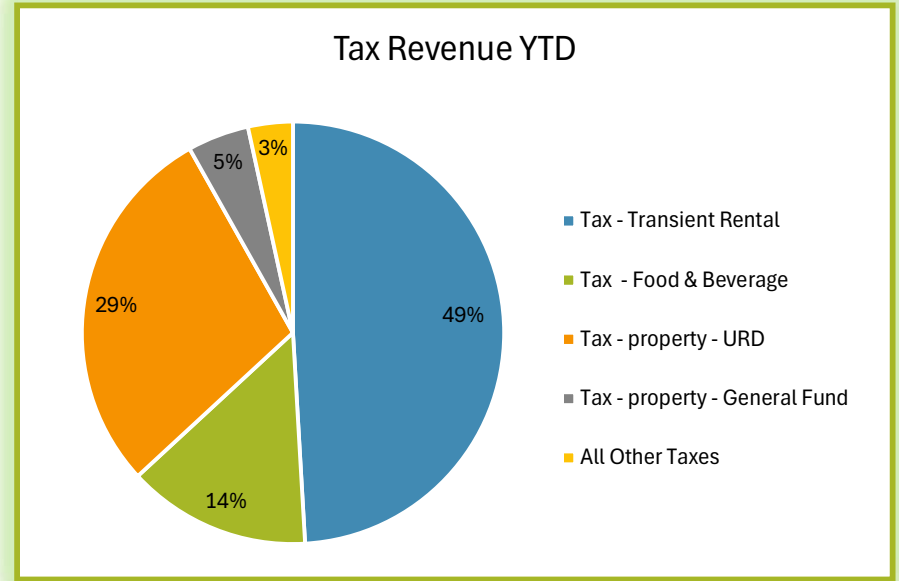
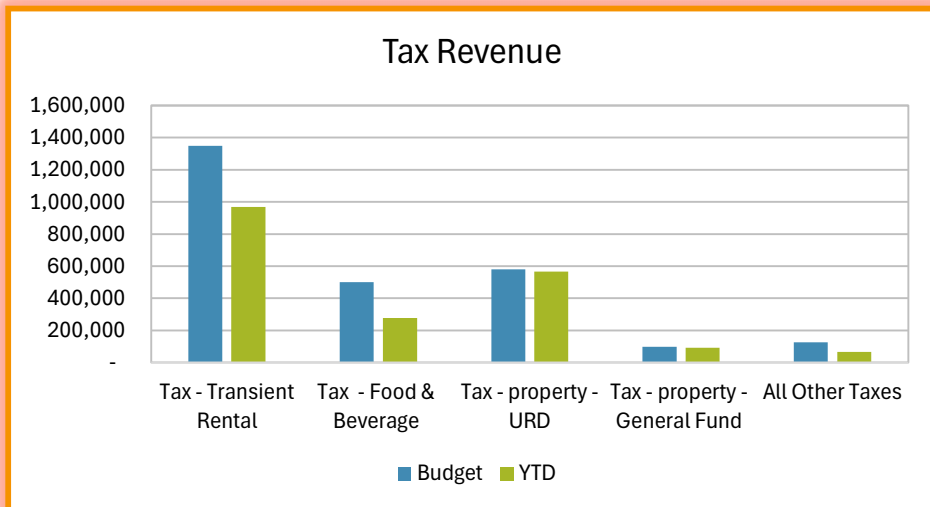
Tax Revenue: Budget vs YTD

	Budget	YTD	YTD/Budget
Tax - Transient Rental	1,350,000	968,481	71.7%
Tax - Food & Beverage	500,000	277,479	55.5%
Tax - property - URD	579,994	566,635	97.7%
Tax - property - General Fund	97,758	93,019	95.2%
All Other Taxes	125,653	67,425	53.7%

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



Percentage of Fiscal Year Completed 66.7%





YACHATS
GEM OF THE OREGON COAST

February 2026

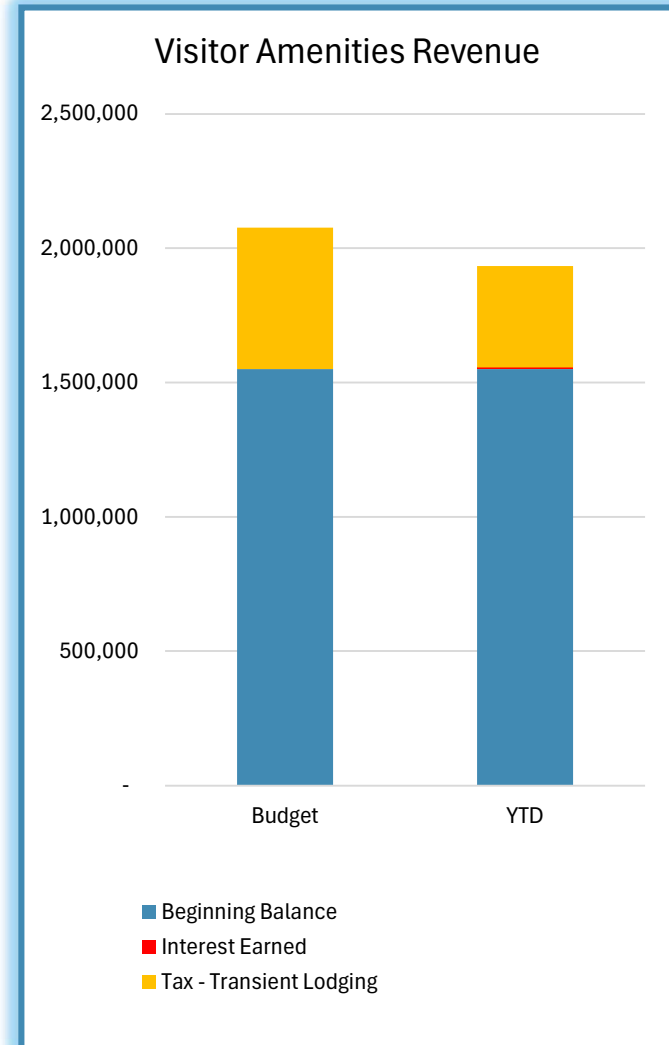
Visitor Amenities

Visitor Amenity

Fund 100-1045

Description	Budget	YTD	YTD/Budget
Beginning Balance	1,549,486	1,549,486	100.0%
Interest Earned	-	6,538	---
Tax - Transient Lodging	526,500	377,724	71.7%
	2,075,986	1,933,748	93.1%

Percentage of Fiscal Year Completed 66.7%



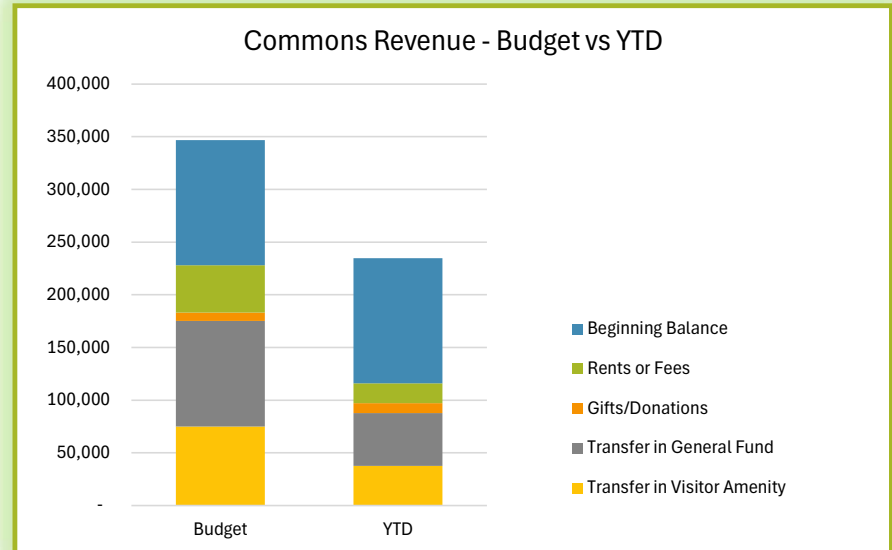


February 2026

Commons Revenue & Expenses

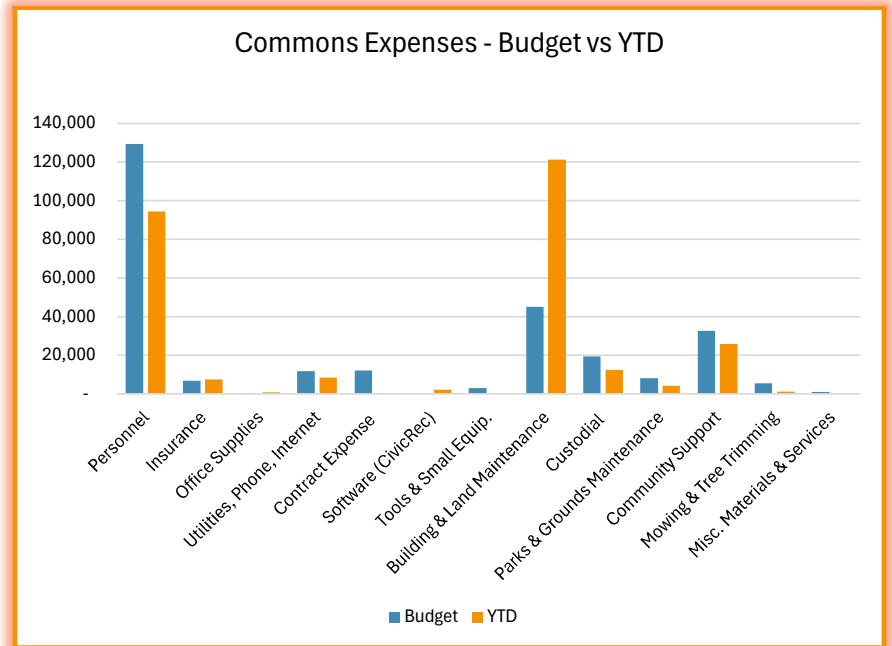
Commons Revenue - Budget vs YTD

	Budget	YTD	YTD/Budget
Beginning Balance	118,734	118,734	100.0%
Rents or Fees	45,000	19,048	42.3%
Gifts/Donations	8,000	9,528	119.1%
Transfer in General Fund	100,000	50,000	50.0%
Transfer in Visitor Amenity	75,000	37,500	50.0%
	346,734	234,810	67.7%



Commons Expenses - Budget vs YTD

	Budget	YTD	YTD/Budget
Personnel	129,305	94,390	73.0%
Insurance	6,695	7,415	110.8%
Office Supplies	262	666	254.7%
Utilities, Phone, Internet	11,693	8,464	72.4%
Contract Expense	12,000	288	2.4%
Software (CivicRec)	-	2,110	--
Tools & Small Equip.	3,000	32	1.1%
Building & Land Maintenance	45,000	121,225	269.4%
Custodial	19,427	12,384	63.7%
Parks & Grounds Maintenance	8,000	4,088	51.1%
Community Support	32,662	25,735	78.8%
Mowing & Tree Trimming	5,500	1,051	19.1%
Misc. Materials & Services	1,000	57	5.7%
	274,544	277,905	101.2%



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

Percentage of Fiscal Year Completed 66.7%



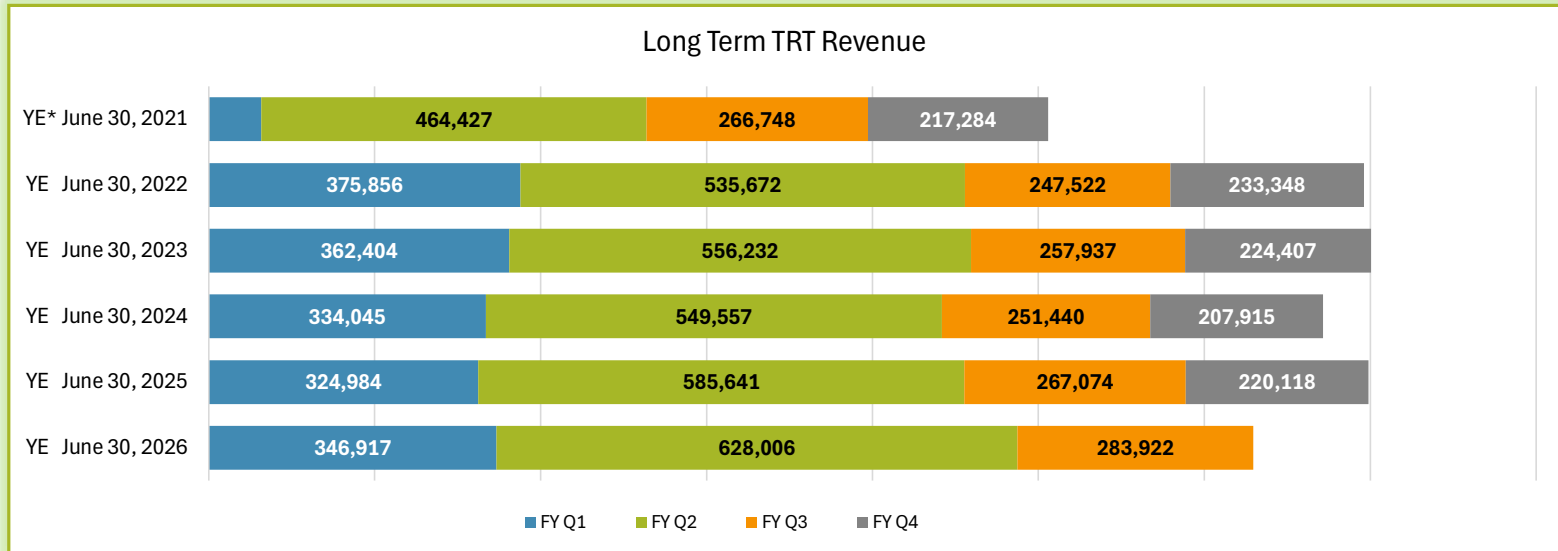
February 2026

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

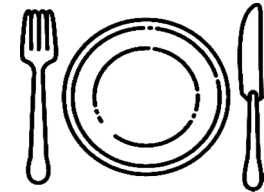
* YE = Year End





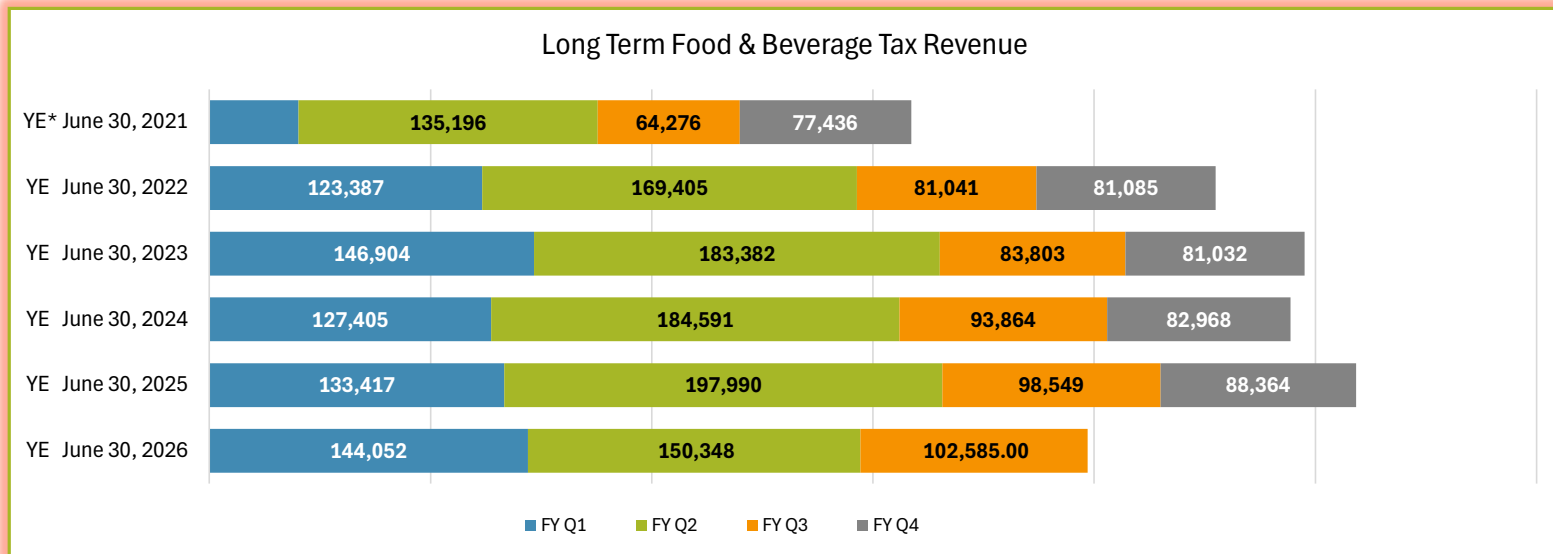
February 2026

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



Consolidated Revenue and Expense Statement
Governmental Fund (100, 150, 155, 160)
For Period Ended February 28, 2026

Printed: 3/9/2026

Period 08

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	\$ 85.00	\$ -	\$ 85.00	275.53%	
304221	Franchise Cable	\$ 24,174.75	\$ 9,670.44	\$ 4,552.27	\$ 14,222.71	58.83%	Received Quarterly
304223	Franchise Disposal Services	\$ 19,833.96	\$ 14,219.65	\$ -	\$ 14,219.65	71.69%	Received Quarterly
304224	Franchise Electricity	\$ 74,286.00	\$ 42,686.89	\$ 9,031.29	\$ 51,718.18	69.62%	Received Monthly
304222	Franchise Telephone	\$ 3,315.89	\$ 2,733.39	\$ -	\$ 2,733.39	82.43%	Received Annually
304480	Gifts/Donations	\$ 588,000.00	\$ 588,885.40	\$ 643.00	\$ 589,528.40	100.26%	
304481	Grants	\$ 89,000.00	\$ 54,082.23	\$ 3,000.00	\$ 57,082.23	64.14%	
301500	Interest Earned	\$ 223,943.67	\$ 135,507.54	\$ 15,467.98	\$ 150,975.52	67.42%	Reserve Acct & LGIP Interest
304460	Inventory Sale	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
304210	License Business	\$ 8,683.00	\$ 6,190.00	\$ 920.00	\$ 7,110.00	81.88%	
304211	License Vacation Rental	\$ 30,000.00	\$ 25,163.21	\$ 3,940.00	\$ 29,103.21	97.01%	
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	\$ 3,333.54	\$ 3.40	\$ 3,336.94	95.91%	
304690	Other State Sources	\$ 1,025.00	\$ -	\$ -	\$ -	0.00%	
304230	Permits/Filing Fee	\$ 7,761.00	\$ 5,225.01	\$ 175.00	\$ 5,400.01	69.58%	
304461	Rental Income	\$ -	\$ (45.00)	\$ -	\$ (45.00)	0.00%	
304335	Rents or Fees	\$ 50,000.00	\$ 17,311.98	\$ 1,735.58	\$ 19,047.56	38.10%	
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	\$ 5,845.04	\$ 15,221.76	76.11%	
304245	Tax - Food & Beverage Tax	\$ 500,000.00	\$ 273,268.67	\$ 4,210.80	\$ 277,479.47	55.50%	
304622	Tax - Marijuana	\$ 24,389.83	\$ 8,877.96	\$ -	\$ 8,877.96	36.40%	
304110	Tax - Property Current	\$ 97,757.93	\$ 89,727.01	\$ 3,292.48	\$ 93,019.49	95.15%	
304120	Tax - Property Past Due	\$ 1,618.63	\$ 1,053.35	\$ 181.12	\$ 1,234.47	76.27%	
304650	Tax - State Highway	\$ 82,033.24	\$ 41,444.76	\$ 7,077.82	\$ 48,522.58	59.15%	
304620	Tax - State OLCC	\$ 17,611.16	\$ 6,374.84	\$ 2,082.39	\$ 8,457.23	48.02%	
304610	Tax - State Tobacco	\$ 565.53	\$ 284.30	\$ 48.69	\$ 332.99	58.88%	
304240	Tax - Transient Lodging	\$ 1,350,000.00	\$ 963,602.05	\$ 4,879.37	\$ 968,481.42	71.74%	
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%	
304463	Trolley Rental Income	\$ -	\$ 775.00	\$ -	\$ 775.00	0.00%	
	REVENUE	\$ 10,941,518.44	\$ 9,131,845.88	\$ 67,086.23	\$ 9,198,932.11	84.07%	
105101	City Manager	\$ 86,411.00	\$ 51,272.41	\$ 7,633.23	\$ 58,905.64	68.17%	
105102	Deputy Recorder	\$ 46,248.00	\$ 27,580.43	\$ 3,844.60	\$ 31,425.03	67.95%	
105103	Bookkeeping/Accounting	\$ 42,068.00	\$ 24,106.36	\$ 3,384.01	\$ 27,490.37	65.35%	
105104	CIP Coordinator	\$ 29,262.00	\$ 9,473.79	\$ 1,340.96	\$ 10,814.75	36.96%	
105105	Utility Billing Clerk/CSC	\$ 11,808.00	\$ 23,378.42	\$ 3,326.01	\$ 26,704.43	226.16%	
105108	Planner	\$ 53,405.00	\$ 32,336.87	\$ 4,350.52	\$ 36,687.39	68.70%	
105109	Administrative Assistant	\$ 55,512.00	\$ 23,562.30	\$ 3,368.93	\$ 26,931.23	48.51%	
105110	Water Lead	\$ 25,227.00	\$ 7,811.86	\$ 604.79	\$ 8,416.65	33.36%	
105111	Wastewater Lead	\$ 11,503.00	\$ 8,689.12	\$ 1,393.66	\$ 10,082.78	87.65%	
105114	Utility Worker 2	\$ 6,394.00	\$ 3,703.54	\$ 264.30	\$ 3,967.84	62.06%	
105115	Community Spaces Coordinator	\$ 50,400.00	\$ 30,131.02	\$ 4,200.00	\$ 34,331.02	68.12%	
105116	Librarian Part Time	\$ 21,396.00	\$ 11,328.21	\$ 2,248.28	\$ 13,576.49	63.45%	
105118	Succession Planning w/License	\$ 7,562.00	\$ 6,931.18	\$ 945.04	\$ 7,876.22	104.16%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
105119	Code Enforcer/PW	\$ 37,651.00	\$ 23,278.54	\$ 3,241.95	\$ 26,520.49	70.44%	
105121	Utility Field Foreman	\$ 14,120.00	\$ 11,810.50	\$ 1,562.71	\$ 13,373.21	94.71%	
105122	Utility Worker 1	\$ 9,600.00	\$ 7,915.10	\$ 941.90	\$ 8,857.00	92.26%	
105130	Children's Librarian Part Time	\$ 6,000.00	\$ -	\$ -	\$ -	0.00%	
105140	Fringe Benefits	\$ 54,851.00	\$ 21,808.82	\$ 3,033.72	\$ 24,842.54	45.29%	
105141	Insurance Benefits	\$ 96,033.00	\$ 67,917.70	\$ 15,807.16	\$ 83,724.86	87.18%	
105142	Regular PERS System	\$ 111,991.00	\$ 67,618.82	\$ 9,437.93	\$ 77,056.75	68.81%	
	PERSONNEL	\$ 777,442.00	\$ 460,654.99	\$ 70,929.70	\$ 531,584.69	68.38%	
205202	Visitor Center Operations	\$ 46,125.00	\$ 34,500.00	\$ -	\$ 34,500.00	74.80%	
205209	Emergency Prep & Public Safety	\$ 10,000.00	\$ 1,805.48	\$ 127.86	\$ 1,933.34	19.33%	
205210	Dues & Memberships	\$ 8,126.20	\$ 5,254.42	\$ 1,931.65	\$ 7,186.07	88.43%	
205214	Marketing (Grants/Prgm/Events)	\$ 270,195.10	\$ 200,992.14	\$ 558.60	\$ 201,550.74	74.59%	
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	\$ 4,208.23	\$ 695.05	\$ 4,903.28	70.05%	
205230	Printing (Maps & Signs)	\$ 3,000.00	\$ -	\$ 780.00	\$ 780.00	26.00%	
205240	Office Materials & Supplies	\$ 25,261.62	\$ 11,546.85	\$ 1,582.59	\$ 13,129.44	51.97%	
205241	Computer Equipment and Maint.	\$ 10,000.00	\$ 6,076.75	\$ 1,233.97	\$ 7,310.72	73.11%	
205251	Telephones/Cell Phones/DSL	\$ 12,181.62	\$ 6,849.98	\$ 1,168.57	\$ 8,018.55	65.82%	
205252	Utilities	\$ 18,408.10	\$ 7,759.35	\$ 2,312.62	\$ 10,071.97	54.71%	
205253	Postage	\$ 3,000.00	\$ 1,960.03	\$ 18.76	\$ 1,978.79	65.96%	
205255	Education and Training	\$ 22,600.00	\$ 12,436.66	\$ 1,896.50	\$ 14,333.16	63.42%	
205260	Contract/Professional Services	\$ 92,748.20	\$ 26,025.72	\$ 11,336.55	\$ 37,362.27	40.28%	
205261	Auditor	\$ 7,000.00	\$ -	\$ -	\$ -	0.00%	
205262	Legal Expense	\$ 10,000.00	\$ 4,663.69	\$ 998.17	\$ 5,661.86	56.62%	
205263	Bank Charges/Credit Card Fees	\$ 4,170.99	\$ 2,303.97	\$ 415.53	\$ 2,719.50	65.20%	
205270	Travel	\$ -	\$ 667.80	\$ 485.44	\$ 1,153.24	0.00%	
205282	Software	\$ 32,712.54	\$ 17,165.70	\$ 7,168.24	\$ 24,333.94	74.39%	
205311	Equipment Lease and Rental	\$ 1,457.60	\$ 970.69	\$ 138.67	\$ 1,109.36	76.11%	
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%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205325	Yard Debris Dumpster	\$ 8,582.76	\$ 4,911.46	\$ 876.79	\$ 5,788.25	67.44%	
205330	Building and Land Maintenance	\$ 64,120.95	\$ 13,324.94	\$ 5,783.88	\$ 19,108.82	29.80%	
205335	Custodial Support/Supplies	\$ 35,062.54	\$ 16,353.15	\$ 2,552.72	\$ 18,905.87	53.92%	
205340	Operating Materials & Supplies	\$ 5,000.00	\$ 171.41	\$ -	\$ 171.41	3.43%	
205345	Books and Periodicals/Programs	\$ 10,500.00	\$ 4,103.59	\$ 587.66	\$ 4,691.25	44.68%	
205361	Parts	\$ 3,000.00	\$ 5,260.28	\$ 7.95	\$ 5,268.23	175.61%	
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	\$ 13,705.06	\$ 2,066.56	\$ 15,771.62	72.32%	
205421	Parks/Grounds Maintenance	\$ 22,761.59	\$ 14,224.94	\$ 2,050.49	\$ 16,275.43	71.50%	
205422	Advertising/Legal Notice	\$ 1,000.00	\$ 571.42	\$ 750.00	\$ 1,321.42	132.14%	
205438	Lincoln County Program Support	\$ 101,475.00	\$ 48,268.50	\$ 37.50	\$ 48,306.00	47.60%	
205439	Comm Support/Beautification	\$ 202,662.47	\$ 108,331.33	\$ 1,636.83	\$ 109,968.16	54.26%	
205440	Equipment & Furniture	\$ 2,604.83	\$ 1,018.55	\$ 159.99	\$ 1,178.54	45.24%	
205470	Equipment Repair/Maintenance	\$ 7,960.12	\$ 7,586.19	\$ 229.34	\$ 7,815.53	98.18%	
205474	Mowing	\$ 18,171.54	\$ 11,614.00	\$ -	\$ 11,614.00	63.91%	
205475	Tree Removal/Trimming	\$ 11,000.00	\$ 1,950.00	\$ -	\$ 1,950.00	17.73%	
205490	Material and Services	\$ 14,417.40	\$ 91.92	\$ 234.31	\$ 326.23	2.26%	
208000	Operating Contingency	\$ 78,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 1,252,614.39	\$ 662,749.81	\$ 49,822.79	\$ 712,572.60	56.89%	
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%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
	TRANSFERS	\$ 1,790,000.00	\$ 895,000.00	\$ -	\$ 895,000.00	50.00%	
407922	Capital Outlay - Improvement	\$ 470,000.00	\$ 54,566.39	\$ 65,140.88	\$ 119,707.27	25.47%	
407941	Capital Outlay - Equipment	\$ 155,000.00	\$ 140,489.50	\$ -	\$ 140,489.50	90.64%	
407942	Capital Outlay-Infrastructure	\$ 1,506,000.00	\$ 1,109,973.71	\$ 37,463.65	\$ 1,147,437.36	76.19%	
407947	Capital Outlay-Street Projects	\$ 272,000.00	\$ 187,166.17	\$ -	\$ 187,166.17	68.81%	
	CAPITAL OUTLAY	\$ 2,403,000.00	\$ 1,492,195.77	\$ 102,604.53	\$ 1,594,800.30	66.37%	
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	\$ 3,874,183.87	\$ 223,357.02	\$ 4,097,540.89	59.87%	
	NET GAIN/(LOSS)	\$ 4,097,215.27	\$ 5,257,662.01	\$ (156,270.79)	\$ 5,101,391.22	124.51%	

Consolidated Revenue and Expense Statement

Enterprise Fund (660 and 670)

For Period Ended February 28, 2026

Printed: 3/9/2026

Period 08

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	\$ 91,361.25	\$ 11,009.90	\$ 102,371.15	67.26%	
304310	Water/Wastewater Services	\$ 1,950,000.00	\$ 1,137,127.59	\$ 153,244.01	\$ 1,290,371.60	66.17%	
304320	Installation Charges	\$ 12,500.00	\$ 5,275.00	\$ -	\$ 5,275.00	42.20%	
304335	Rents or Fees	\$ 2,500.00	\$ 1,897.28	\$ 997.77	\$ 2,895.05	115.80%	
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	\$ 5,529,536.13	\$ 165,251.68	\$ 5,694,787.81	79.75%	
105101	City Manager	\$ 57,607.00	\$ 34,181.59	\$ 5,088.77	\$ 39,270.36	68.17%	
105102	Deputy Recorder	\$ 30,832.00	\$ 18,387.06	\$ 2,563.08	\$ 20,950.14	67.95%	
105103	Bookkeeping/Accounting	\$ 28,046.00	\$ 16,070.88	\$ 2,256.02	\$ 18,326.90	65.35%	
105104	CIP Coordinator	\$ 29,260.00	\$ 16,363.67	\$ 2,316.19	\$ 18,679.86	63.84%	
105105	Utility Billing Clerk/CSC	\$ 47,231.00	\$ 27,647.02	\$ 3,936.02	\$ 31,583.04	66.87%	
105108	Planner	\$ 13,351.00	\$ 8,084.22	\$ 1,087.63	\$ 9,171.85	68.70%	
105110	Water Lead	\$ 79,882.00	\$ 53,909.54	\$ 8,529.45	\$ 62,438.99	78.16%	
105111	Wastewater Lead	\$ 93,037.00	\$ 69,071.24	\$ 8,647.26	\$ 77,718.50	83.54%	

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	\$ 40,907.43	\$ 5,897.16	\$ 46,804.59	81.37%	
105118	Succession Planning w/ License	\$ 68,064.00	\$ 39,129.67	\$ 5,564.79	\$ 44,694.46	65.67%	
105119	Code Enforcer/PW	\$ 20,274.00	\$ 10,854.18	\$ 1,586.05	\$ 12,440.23	61.36%	
105121	Utility Field Foreman	\$ 56,475.00	\$ 37,909.49	\$ 5,232.76	\$ 43,142.25	76.39%	
105122	Utility Worker 1	\$ 38,391.00	\$ 20,030.11	\$ 3,461.95	\$ 23,492.06	61.19%	
105140	Fringe Benefits	\$ 66,026.00	\$ 28,235.91	\$ 3,965.78	\$ 32,201.69	48.77%	
105141	Insurance Benefits	\$ 123,992.00	\$ 85,109.63	\$ 13,679.59	\$ 98,789.22	79.67%	
105142	Regular PERS System	\$ 136,390.00	\$ 91,400.96	\$ 12,747.71	\$ 104,148.67	76.36%	
	PERSONNEL	\$ 946,378.00	\$ 597,696.45	\$ 86,156.36	\$ 683,852.81	72.26%	
205210	Dues & Memberships	\$ 1,200.00	\$ 713.00	\$ 187.50	\$ 900.50	75.04%	
205211	State Fees	\$ 18,819.28	\$ 18,549.63	\$ 260.00	\$ 18,809.63	99.95%	
205212	Fee Expense	\$ 20,283.63	\$ 13,788.54	\$ 1,661.09	\$ 15,449.63	76.17%	
205222	Insurance	\$ 49,805.00	\$ 54,044.08	\$ -	\$ 54,044.08	108.51%	
205240	Office Materials & Supplies	\$ 13,895.80	\$ 9,415.36	\$ 1,089.66	\$ 10,505.02	75.60%	
205241	Computer Equipment and Maint.	\$ 3,500.00	\$ 895.00	\$ 292.97	\$ 1,187.97	33.94%	
205251	Telephones/Cell Phones/DSL	\$ 22,242.85	\$ 12,343.15	\$ 2,097.29	\$ 14,440.44	64.92%	
205253	Postage	\$ 6,409.18	\$ 3,643.97	\$ -	\$ 3,643.97	56.86%	
205255	Education and Training	\$ 19,500.00	\$ 7,586.72	\$ 404.99	\$ 7,991.71	40.98%	
205260	Contract/Professional Services	\$ 50,000.00	\$ 14,101.96	\$ 2,253.33	\$ 16,355.29	32.71%	
205261	Auditor	\$ 7,000.00	\$ -	\$ -	\$ -	0.00%	
205262	Legal	\$ 18,000.00	\$ 9,327.31	\$ 1,996.33	\$ 11,323.64	62.91%	
205282	Software	\$ 40,000.00	\$ 26,721.48	\$ 13,212.33	\$ 39,933.81	99.83%	
205311	Equipment Lease and Rental	\$ 3,172.20	\$ 1,941.31	\$ 277.33	\$ 2,218.64	69.94%	
205312	Equipment Fuel/Tires/Parts	\$ 12,065.83	\$ 8,677.94	\$ 441.24	\$ 9,119.18	75.58%	
205313	Equipment Repair	\$ -	\$ 22.69	\$ (22.69)	\$ -	0.00%	
205317	Tools and Small Equipment	\$ 6,000.00	\$ 2,226.69	\$ 150.84	\$ 2,377.53	39.63%	
205330	Building and Land Maintenance	\$ 6,562.50	\$ 469.00	\$ -	\$ 469.00	7.15%	
205335	Custodial Support/Supplies	\$ 9,649.21	\$ 4,185.86	\$ 478.13	\$ 4,663.99	48.34%	
205342	Plant Utilities	\$ 55,784.97	\$ 30,206.50	\$ 4,723.70	\$ 34,930.20	62.62%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205351	Main Plant Parts	\$ 18,000.00	\$ 12,815.53	\$ 244.54	\$ 13,060.07	72.56%	
205352	Main Plant Consumables	\$ 32,000.00	\$ 21,674.97	\$ 1,647.28	\$ 23,322.25	72.88%	
205353	Main Plant Outside Services	\$ 60,000.00	\$ 24,650.78	\$ 854.00	\$ 25,504.78	42.51%	
205361	Parts	\$ 62,000.00	\$ 40,215.56	\$ 3,131.70	\$ 43,347.26	69.91%	
205362	Consumables	\$ 6,500.00	\$ 4,144.61	\$ 755.84	\$ 4,900.45	75.39%	
205363	Outside Services	\$ 30,000.00	\$ 18,666.45	\$ 1,178.00	\$ 19,844.45	66.15%	
205440	Equipment & Furniture	\$ -	\$ 1,359.91	\$ 199.97	\$ 1,559.88	0.00%	
205470	Equipment Repair/Maintenance	\$ 19,000.00	\$ 17,033.27	\$ 767.79	\$ 17,801.06	93.69%	
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	\$ 372,616.27	\$ 38,283.16	\$ 410,899.43	62.25%	
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	\$ 153,209.73	\$ 1,975.99	\$ 155,185.72	26.13%	
407941	Capital Outlay - Equipment	\$ -	\$ -	\$ -	\$ -	0.00%	
407948	Capital Outlay - Water systems	\$ 1,889,000.00	\$ 558,552.69	\$ 8,623.85	\$ 567,176.54	30.03%	
	CAPITAL OUTLAY	\$ 2,483,000.00	\$ 711,762.42	\$ 10,599.84	\$ 722,362.26	29.09%	
	TOTAL EXPENSE	\$ 4,582,428.52	\$ 1,928,575.14	\$ 135,039.36	\$ 2,063,614.50	45.03%	
	NET GAIN/(LOSS)	\$ 2,558,649.25	\$ 3,600,960.99	\$ 30,212.32	\$ 3,631,173.31	141.92%	

Consolidated Revenue and Expense Statement

Debt Services Fund (155)

For Period Ended February 28, 2026

Printed: 3/9/2026

Period 08

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	\$ 31,922.73	\$ 4,100.05	\$ 36,022.78	77.21%	
304110	Tax - Property Current	\$ 44,136.63	\$ 44,964.25	\$ 1,662.70	\$ 46,626.95	105.64%	
304120	Tax - Property Past Due	\$ 730.80	\$ 531.95	\$ 91.46	\$ 623.41	85.31%	
304245	Tax - Food & Beverage Tax	\$ 500,000.00	\$ 273,268.67	\$ 4,210.80	\$ 277,479.47	55.50%	
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	\$ 1,784,221.48	\$ 10,065.01	\$ 1,794,286.49	84.38%	
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	\$ 1,340,638.18	\$ 10,065.01	\$ 1,350,703.19	100.40%	

Consolidated Revenue and Expense Statement

Urban Renewal (900)

For Period Ended February 28, 2026

Printed: 3/9/2026

Period 08

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	\$ 11,042.66	\$ 1,735.03	\$ 12,777.69	85.31%	
304110	Tax - Property Current	\$ 579,994.44	\$ 546,577.49	\$ 20,057.09	\$ 566,634.58	97.70%	
304120	Tax - Property Past due	\$ 7,890.29	\$ 5,493.74	\$ 934.96	\$ 6,428.70	81.48%	
304491	Other Local Sources	\$ -	\$ 35.02	\$ 20.71	\$ 55.73	0.00%	
	REVENUE	\$ 959,485.25	\$ 919,771.29	\$ 22,747.79	\$ 942,519.08	98.23%	
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	\$ 551,771.29	\$ 22,747.79	\$ 574,519.08	260.57%	

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	28-Feb-26				
City Services	100-1010	743,684	895,783	704,922	835,649	833,696	(1,953)	128,774	(62,087)	90,012
Commons	100-1020	144,737	133,773	54,788	120,923	65,934	(54,989)	11,146	(67,839)	(78,803)
LLC & Museum	100-1025	6,148	13,164	18,469	19,866	18,688	(1,178)	219	5,524	12,540
Library	100-1030	29,547	27,745	6,021	(7,583)	69,053	76,636	63,032	41,308	39,506
Parks and Trails	100-1035	17,678	24,808	8,243	15,012	3,720	(11,292)	(4,523)	(21,089)	(13,958)
Visitor Amenities	100-1045	1,298,211	1,222,104	1,527,617	1,547,223	1,216,544	(330,680)	(311,073)	(5,561)	(81,667)
Streets	100-1040	67,073	59,349	67,285	64,215	61,913	(2,302)	(5,373)	2,564	(5,160)
Storm Drains	100-1050	41,136	19,874	9,753	16,486	22,526	6,040	12,773	2,652	(18,609)
Water	600-1700	144,671	177,324	224,811	210,792	168,444	(42,348)	(56,367)	(8,880)	23,774
WasteWater	670-1800	160,811	201,148	304,715	378,753	350,755	(27,998)	46,040	149,607	189,944
Total Operating Funds		2,653,694	2,775,074	2,926,624	3,201,337	2,811,273	(390,064)	(115,351)	272,930	1,216,868
SDC's	160-1605	751,225	814,536	911,099	657,294	622,765	(34,529)	(288,334)	(191,771)	(128,460)
Revenue Water Bond	155-1200	43,413	43,650	43,907	44,165	44,316	152	409	667	904
Water Gen Obl Bond	155-1218	49,140	51,554	55,324	59,289	66,155	6,866	10,832	14,601	17,016
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	1,139,605	(15,451)	38,385	229,676	264,686
Urban Renewal	900-9000	290,175	468,968	498,048	360,477	574,519	214,042	76,471	105,551	284,344
Total Restricted Funds		2,129,140	2,408,995	2,730,045	2,396,819	2,547,987	151,169	(182,058)	600,905	694,595
City Services Reserves	150-1010	147,935	186,780	231,318	205,983	59,865	(146,118)	(171,453)	(126,916)	(88,070)
Commons Reserves	150-1020	153,468	161,555	250,056	301,991	297,126	(4,866)	47,070	135,570	143,658
LLC & Museum Reserves	150-1025	208,077	194,809	166,185	(69,093)	92,633	161,726	(73,552)	(102,176)	(115,444)
Library Reserves	150-1030	286,775	253,085	479,203	413,262	(33,365)	(446,627)	(512,568)	(286,450)	(320,139)
Parks and Trails Reserves	150-1035	219,407	500,211	441,797	237,923	382,824	144,901	(58,973)	(117,387)	163,417
Streets Reserves	150-1040	101,356	104,557	44,158	37,013	(10,439)	(47,452)	(54,598)	(114,996)	(111,795)
Storm Drains Capital	150-1050	70,198	119,311	54,228	50,966	47,206	(3,760)	(7,022)	(72,105)	(22,992)
Water Reserves	660-1705	1,769,111	1,856,074	2,077,703	2,036,288	1,887,208	(149,080)	(190,495)	31,134	118,097
WasteWater Reserves	670-1805	1,034,069	1,060,779	1,417,896	1,318,358	1,224,766	(93,591)	(193,130)	163,987	190,698
Total Capital Reserves		3,990,394	4,437,163	5,162,544	4,532,690	3,947,824	(584,867)	(1,214,720)	1,172,150	1,899,783
Total Fund Balances		8,773,228	9,621,231	10,819,213	10,130,846	9,307,084	(823,762)	(1,512,129)	2,045,985	3,811,245

* FY2025 audit not final

City of Yachats
Contract Expense Report
YTD Through February 28, 2026

DESCRIPTION/VENDOR NAME	YTD FY2026
Ace Alarms	799.48
Bader, Donna	1,524.88
Cline, Janet Financial Services	22,385.00
First Student, Inc. - Trolley	3,270.00
General Code	2,867.00
NXNW Creative	500.00
Oregon Cascades West COG Planning	2,147.95
Oregon Labor Law Poster Service	152.00
Perez, John	18,436.25
R C & H JR LLC	165.00
TCB Security Services Inc	1,470.00
TOTAL PAID YEAR TO DATE	\$ 53,717.56

FY2026 ANNUAL BUDGET AMOUNT \$ 142,748.20

PERCENTAGE EXPENDED 37.63%



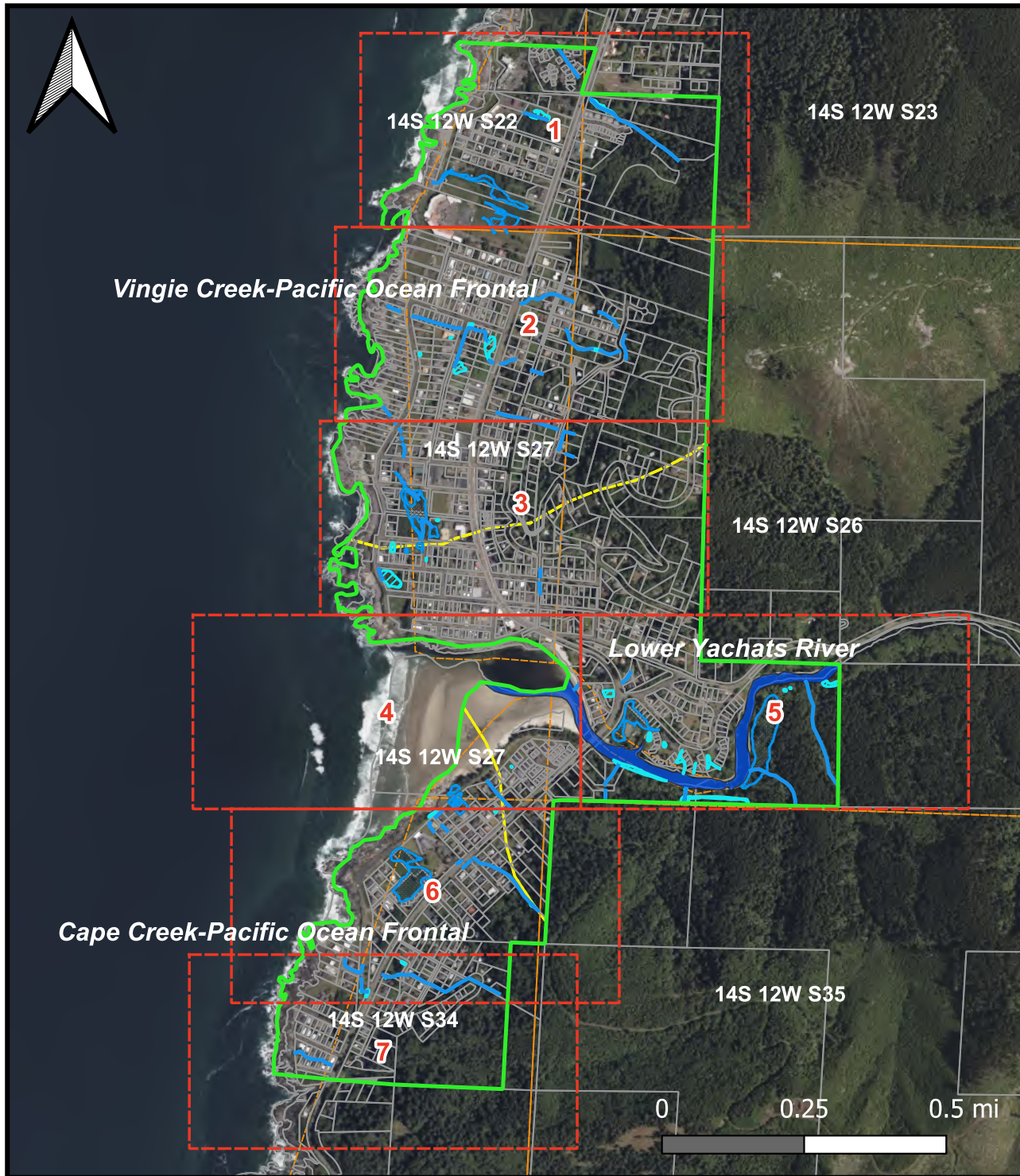
*City Council Regular Meeting
Meeting Date: March 18, 2026*

ITEM TITLE: *Local Wetland Inventory Report Update*

DISCUSSION/BACKGROUND/ISSUE:

Pacific Habitat has been diligently working on our Local Wetland Inventory (LWI). Following their attendance at the December Council meeting, they have provided monthly progress updates.

In February, the DRAFT LWI was submitted, and this month the DRAFT Map was delivered.

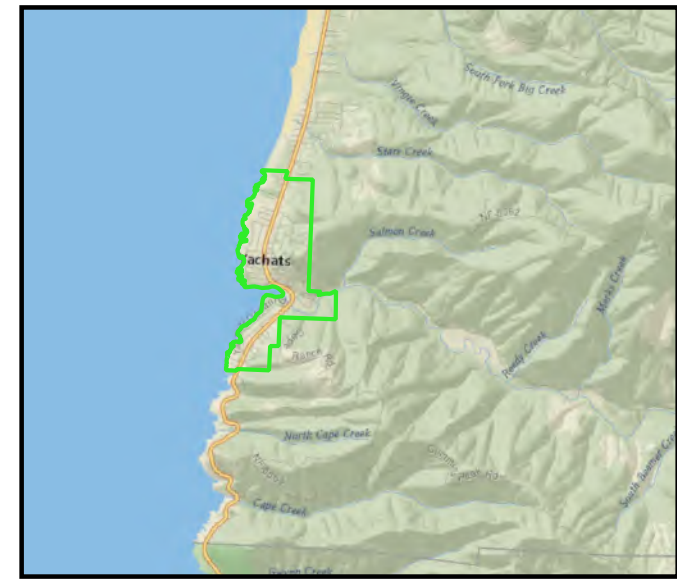


City of Yachats Local Wetland Inventory

Index Map

Legend

- | | |
|------------------|---------------|
| Atlas Grid | Waterbody |
| Study Area/UGB | Tax Lot |
| Stream | PLSS |
| Wetland | 7th Field HUC |
| Probable Wetland | |

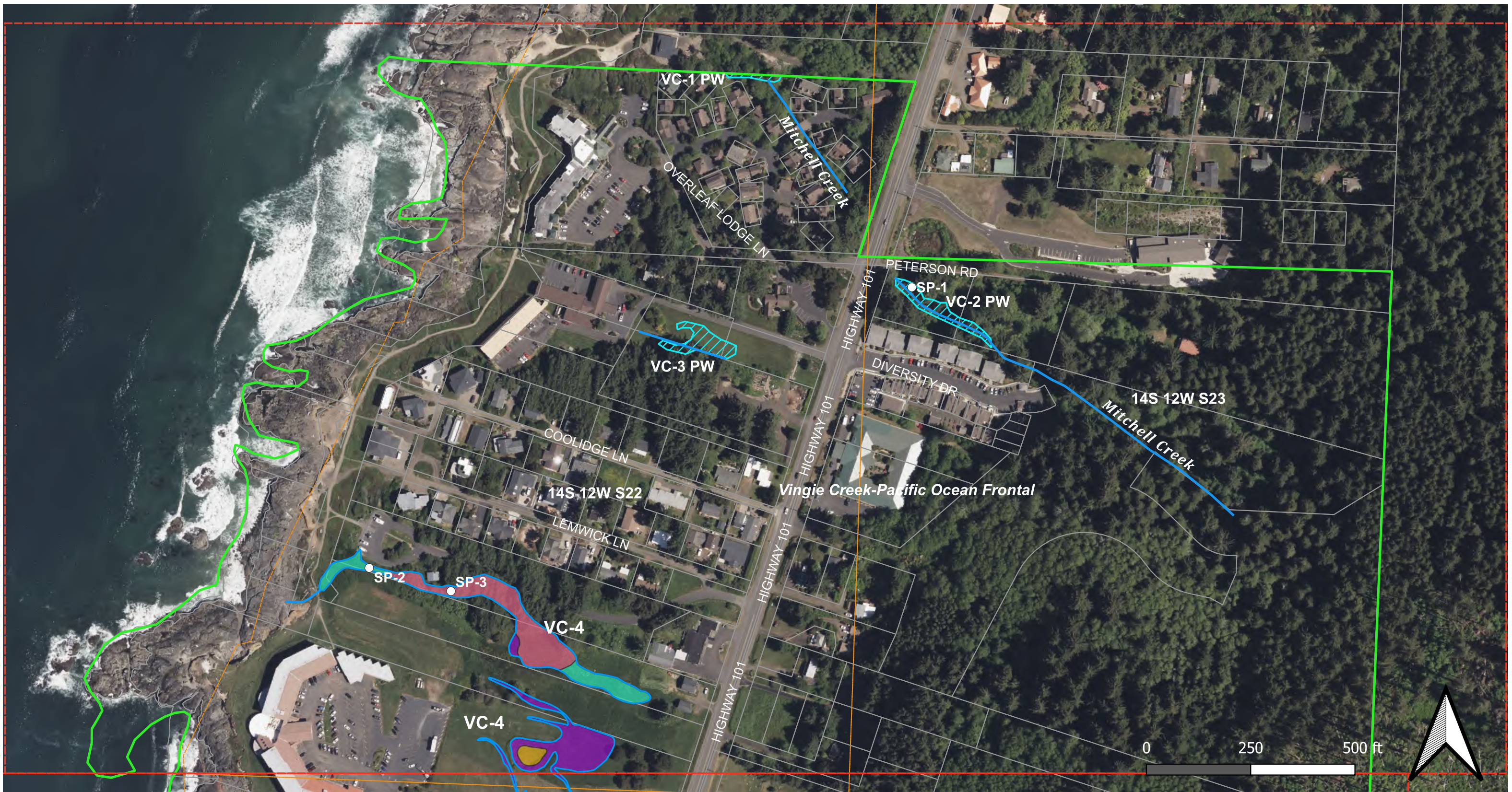


02/27/2026



Pacific Habitat Services, Inc.
9450 SW Commerce Circle, Suite 180
Wilsonville, OR 97070

Information shown on this map is for planning purposes, represents the conditions that exist at the map date, and is subject to change. The location and extent of wetlands and other waters is approximate. There may be unmapped wetlands and other waters present that are subject to regulation. A current Oregon Department of State Lands-approved wetland delineation is required for state removal-fill permits. You are advised to contact the Department of State Lands and the U.S. Army Corps of Engineers with any regulatory questions.



City of Yachats Local Wetland Inventory

Map Number:
1

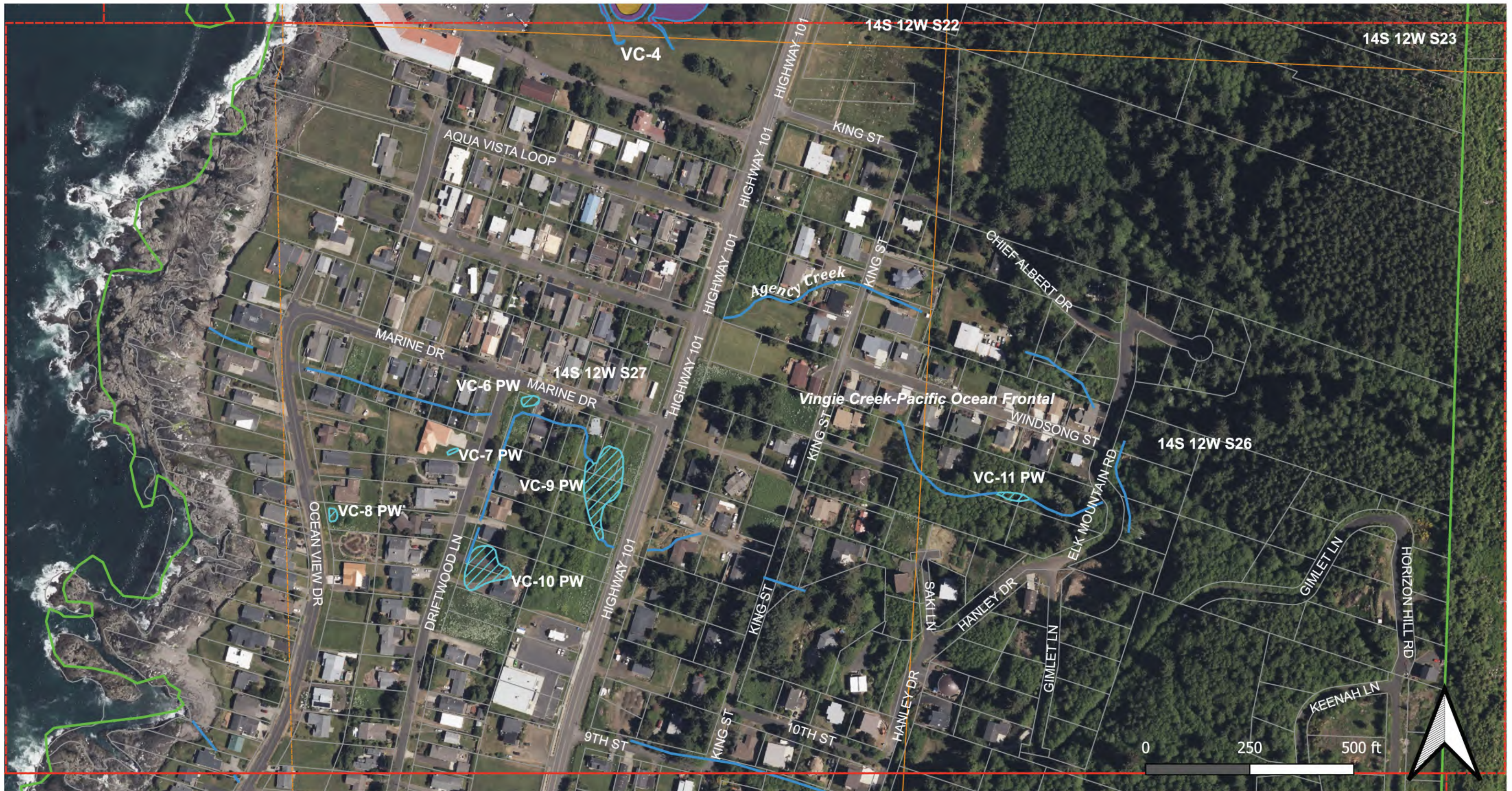
Legend		
● Sample Point	Cowardin Classification	□ Tax Lot
— Stream	■ PEM1B	□ 7th Field HUC
▭ Wetland	■ PFO4C	▭ Study Area/UGB
▨ Probable Wetland	■ PSS1B	▭ Atlas Grid
	■ PUB3F	▭ PLSS



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City of Yachats Local Wetland Inventory

Map Number:
2

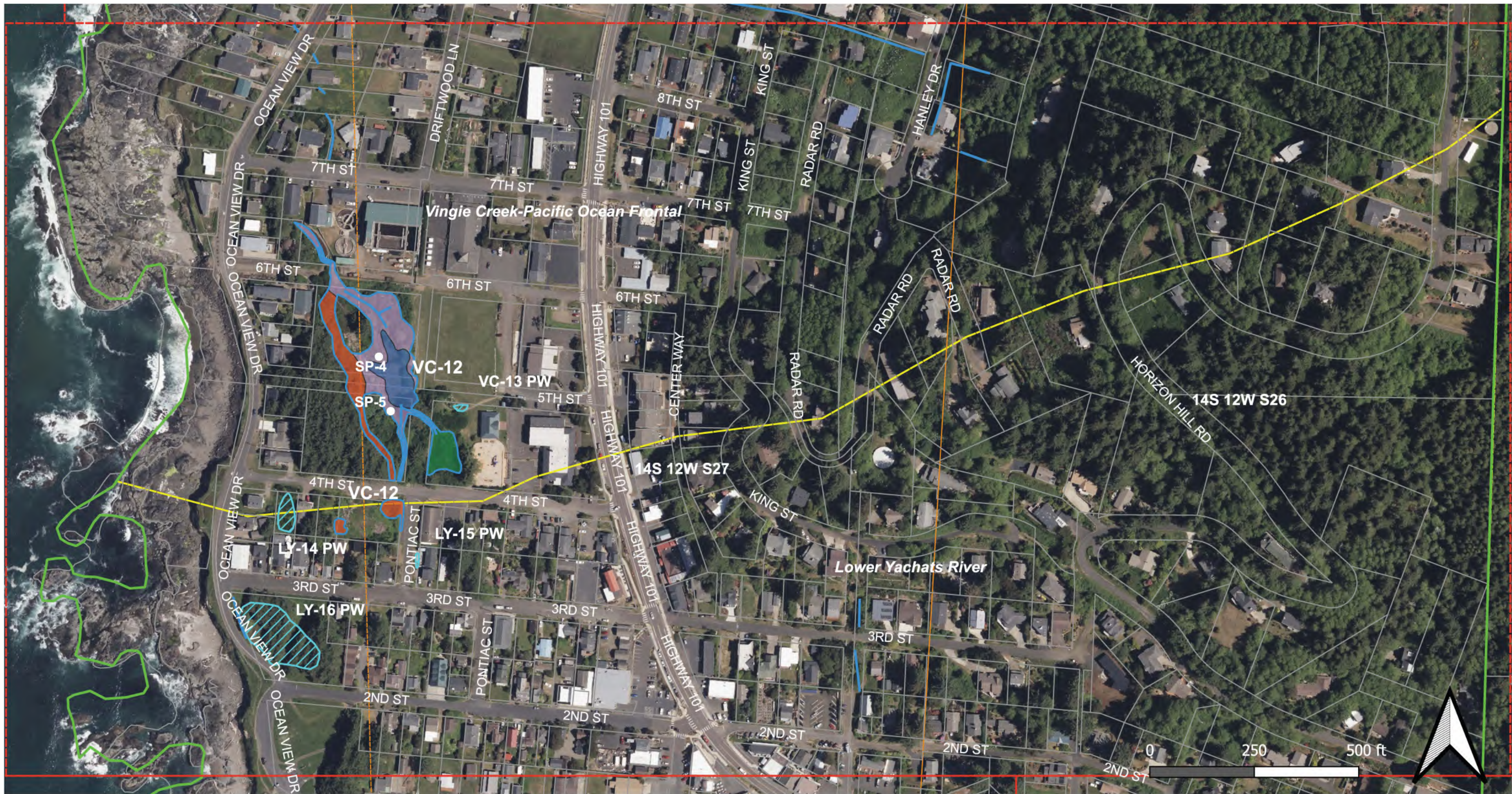
Legend			
	Stream		Tax Lot
	Wetland		PEM1B
	Probable Wetland		PUB3F
			7th Field HUC
			Study Area/UGB
			Atlas Grid
			PLSS



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02/27/2026

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City of Yachats Local Wetland Inventory

Map Number:
3

Legend		
● Sample Point	Cowardin Classification	▭ Tax Lot
— Stream	▭ PEM1C	▭ 7th Field HUC
▭ Wetland	▭ PEM1F	▭ Study Area/UGB
▭ Probable Wetland	▭ PFO4B	▭ Atlas Grid
	▭ PSS1F	▭ PLSS



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02/27/2026

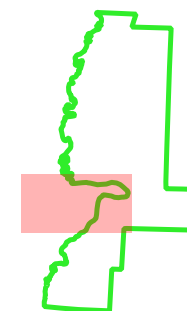
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City of Yachats Local Wetland Inventory

Map Number:
4

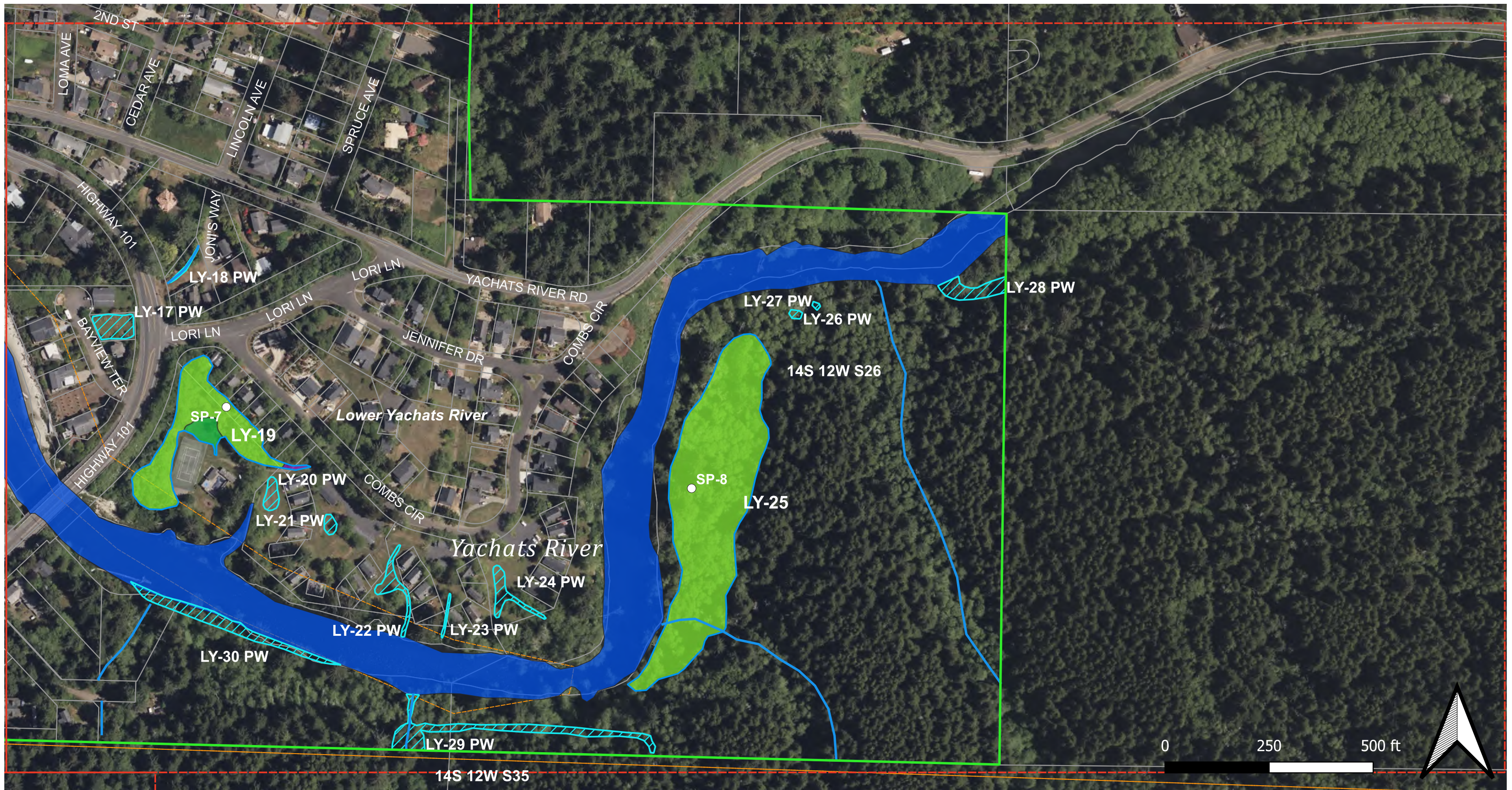
Legend		
○ Sample Point	Cowardin Classification	□ Tax Lot
— Stream	■ PFO4B	□ 7th Field HUC
□ Wetland	■ PSS1B	□ Study Area/UGB
■ Waterbody		□ Atlas Grid
▨ Probable Wetland		□ PLSS



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02/27/2026

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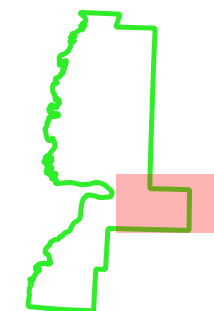


City of Yachats Local Wetland Inventory

Map Number:

5

Legend		
○ Sample Point	Cowardin Classification	□ Tax Lot
— Stream	■ PEM1B	□ 7th Field HUC
□ Wetland	■ PEM1J	□ Study Area/UGB
■ Waterbody	■ PFO1C	□ Atlas Grid
▨ Probable Wetland		□ PLSS



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02/27/2026



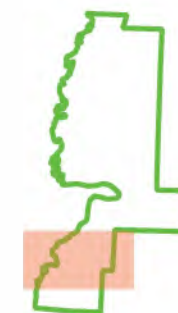
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City of Yachats Local Wetland Inventory

Map Number:
6

Legend			
	Stream		Tax Lot
	Wetland		Cowardin Classification
	Probable Wetland		PSS1B
	Artificial Feature		7th Field HUC
			Study Area/UGB
			Atlas Grid
			PLSS



Information shown on this map is for planning purposes, represents the conditions that exist at the map date, and is subject to change. The location and extent of wetlands and other waters is approximate. There may be unmapped wetlands and other waters present that are subject to regulation. A current Oregon Department of State Lands-approved wetland delineation is required for state removal-fill permits. You are advised to contact the Department of State Lands and the U.S. Army Corps of Engineers with any regulatory questions.

02/27/2026

Pacific Habitat Services, Inc.
9450 SW Commerce Circle, Suite 180
Wilsonville, OR 97070



0 250 500 ft

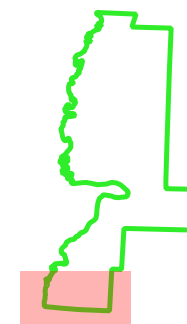


City of Yachats Local Wetland Inventory

Map Number:

7

Legend	
	Stream
	Probable Wetland
	Tax Lot
	7th Field HUC
	Study Area/UGB
	Atlas Grid
	PLSS



Information shown on this map is for planning purposes, represents the conditions that exist at the map date, and is subject to change. The location and extent of wetlands and other waters is approximate. There may be unmapped wetlands and other waters present that are subject to regulation. A current Oregon Department of State Lands-approved wetland delineation is required for state removal-fill permits. You are advised to contact the Department of State Lands and the U.S. Army Corps of Engineers with any regulatory questions.

02/27/2026



Pacific Habitat Services, Inc.
9450 SW Commerce Circle, Suite 180
Wilsonville, OR 97070



City of Yachats Workgroup Report- February 2026 - DUE February 27th

Workgroup: Trails/YIPS

Report Date: 2/24/2026

Overview of Activities

- Rain cancellation on February 7
- Work on the stairs in the dangerous areas of Amanda Trail

Next Steps and Future Plans

- Get some clarity as to whether OPRD or the City owns which part of the land in Yachats State Park

Requests for Support or Resources

- Approximately \$600 for split rail fencing at the SW corner of area S of the library
- Approximately \$250 for signage in reclaimed area S of the library

Workgroup: Keeping Yachats Beautiful

Report Date: 2/24/26

Overview of Activities

- Due to the weather noting to report

Progress and Achievements

- There are two new people who have adopted beds in front of the Condos and Dollar General

Next Steps and Future Plans

- Hopefully, next month we'll get a weed gathering together

Workgroup: Estuary Walkway

Report Date: 2/25/2026

Overview of Activities

- Reviewed Civil West's pre-final and final Walkway contract documents and provided comments and suggestions.

Progress and Achievements

- Continuing coordination between the original concept, grant requirements, and construction documents.

Group Goals

- Assist the City in any way needed to undertake project bidding and construction.

Recommendations

- The Estuary Walkway Team made a few suggestions and comments for finalizing Civil West's proposed contract documents.

Workgroup: Under Stage Storage @ Commons

Overview of Activities

- The WG leader suggested in the PCC meeting that cart corrals be fabricated and installed by paid help. The focus would be on a cabinet maker/woodshop-type contractor.

Progress and Achievements

- The WG leader contacted one contractor that had multiple schedule conflicts

Group Goals

- Neal forwarded the cart corral drawing to Skriver construction and they replied that they might be interested

Challenges and Issues

- Finding a contractor

Financial Overview

- There is \$6000 budgeted for understage storage. WG leader predicts this is sufficient funding for this work.

Next Steps and Future Plans

- One or more of the doors contact the floor when opened. Some thin shims may correct this
- Cart "table corrals" is the next big push for this project

Requests for Support or Resources

- No more resources from the city are required at this time.



*City Council Regular Meeting
Meeting Date: March 13, 2026*

ITEM TITLE: Interview Budget Committee Members

DISCUSSION/BACKGROUND/ISSUE:

The City of Yachats has two openings for Budget Committee Members. The City Council will interview candidates Muirhead, Phips, and West for these two vacant positions.

RELEVANCE TO 2026 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.
-

RECOMMENDATION:

Vote to approve two new members to join the Budget Committee

PREPARED BY:

Bobbi Price, City Manager

From: noreply@civicplus.com
To: [City Hall](#); [Kimmie Jackson](#)
Subject: Online Form Submission #399 for City of Yachats Volunteer Agreement
Date: Tuesday, January 6, 2026 2:21:46 PM

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 Anthony

Last Name	Muirhead
Address	[REDACTED]
City	YACHATS
State	OR
Zip Code	97498
Daytime Phone	[REDACTED]
Evening Phone	<i>Field not completed.</i>
Email	[REDACTED]

(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.	Budget Committee for Bobbi
---	----------------------------

Please list the date(s) or range of dates for which you would like to volunteer	As needed
---	-----------

Statement of Interest or Related Experience for Commissions & Committees	My time on the city council, business relationships, and budgeting skills could be of some help.
--	--

Upload document, if needed	<i>Field not completed.</i>
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(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	Bobbi
------------	-------

Last Name	Price
Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>
Relationship	Friend
Years Known	Awhile
Reference 2	
First Name	Katherine
Last Name	Guenther
Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
State	<i>Field not completed.</i>
Zip Code	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>
Relationship	Friend
Years Known	Awhile
Emergency Information	
<i>Name and contact information for the person(s) to reach in the event of an emergency.</i>	
Name	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>
Relationship	<i>Field not completed.</i>
Name	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>

Relationship *Field not completed.*

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 Anthony Muirhead

Date 1/6/2026

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

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [City Hall](#); [Kimmie Jackson](#)
Subject: Online Form Submission #364 for City of Yachats Volunteer Agreement
Date: Friday, October 10, 2025 11:19:37 AM

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 Donald

Last Name	Phipps
Address	[REDACTED]
City	Yachats
State	OR
Zip Code	97498
Daytime Phone	[REDACTED]
Evening Phone	[REDACTED]
Email	[REDACTED]

(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.	Budget Committee
---	------------------

Please list the date(s) or range of dates for which you would like to volunteer	Available immediately
---	-----------------------

Statement of Interest or Related Experience for Commissions & Committees	Served for four years on the Public Works and Streets Commission. Argued successfully on behalf of the city with ODOT to achieve a reduction in the speed limit on 101 Highway. Chair a Work Group on Speed Camera Enforcement Technology which projects potential revenue generated by this process. Focus is on creating a pedestrian friendly environment throughout the city and providing the necessary funds to make this a reality.
--	--

Upload document, if needed	<i>Field not completed.</i>
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(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 Dave

Last Name Diamond

Address [REDACTED]

City Yachats

State OR

Zip Code 97498

Phone Number [REDACTED]

Relationship Friend

Years Known 4

Reference 2

First Name Dahn

Last Name Rai

Address [REDACTED]

City Yachats

State OR

Zip Code 97498

Phone Number [REDACTED]

Relationship Friend

Years Known 5

Emergency Information

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

Name Cheryl Roth

Phone Number [REDACTED]

Relationship Partner

Field not completed.

Name

Phone Number *Field not completed.*

Relationship *Field not completed.*

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 *Field not completed.*

Date 10/9/2025

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.*

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [City Hall](#); [Kimmie Jackson](#)
Subject: Online Form Submission #402 for City of Yachats Volunteer Agreement
Date: Wednesday, January 14, 2026 5:02:35 PM

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.

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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 Viki

Last Name	West
Address	██████████ King Street
City	Yachats
State	Oregon
Zip Code	97498
Daytime Phone	██████████
Evening Phone	<i>Field not completed.</i>
Email	██████████

(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.	Budget Committee
---	------------------

Please list the date(s) or range of dates for which you would like to volunteer	2026 - 2029
---	-------------

Statement of Interest or Related Experience for Commissions & Committees	Bookkeeper by profession. Formally on the finance committee and the library commission. Treasurer of Yachats Memorial Park.
--	---

Upload document, if needed	<i>Field not completed.</i>
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(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	David
------------	-------

Last Name	Rivinus
Address	<i>Field not completed.</i>
City	Yachats
State	OR
Zip Code	97498
Phone Number	██████████
Relationship	Friend
Years Known	5
Reference 2	
First Name	Joan
Last Name	Davies
Address	<i>Field not completed.</i>
City	Yachats
State	OR
Zip Code	97498
Phone Number	██████████
Relationship	Friend
Years Known	6
Emergency Information	
<i>Name and contact information for the person(s) to reach in the event of an emergency.</i>	
Name	Linn West
Phone Number	██████████
Relationship	Spouse
Name	<i>Field not completed.</i>
Phone Number	<i>Field not completed.</i>

Relationship *Field not completed.*

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 Viki West

Date 1/14/2025

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

Email not displaying correctly? [View it in your browser.](#)



**CITY OF YACHATS
RESOLUTION NO. 2026-274**

A RESOLUTION REAPPOINTING & APPOINTING BUDGET COMMITTEE MEMBERS

WHEREAS, The Budget Committee received confirmation accepting reappointment to serve on the Budget Committee; and

WHEREAS, The City Council reappoints the following member:

- Marc Sakamoto

WHEREAS, The City of Yachats, also extended invitations to the five submitted volunteer applications be interviewed for potential additional members to be appointed to the Budget Committee; and

WHEREAS, The City Council discussed and recommended the following interviewees for a seat on the Budget Committee:

- Seat C Exp. 12/2027 Name: _____
- Seat E Exp. 12/2028 Name: _____

WHEREAS, The City Council discussed and recommended reappointments for the Budget Committee at this March 18, 2026, meeting and voted to approve; and

NOW THEREFORE, be it resolved by the City of Yachats City Council appoints the following member to the Budget Committee:

- Mayor Craig Berdie
- Councilor Mary Ellen O’Shaughnessy,
- Councilor Barry Collins
- Councilor Catherine Whitten-Carey
- Councilor Nicole Hedlund



- Don Groth
- Marc Sakamoto
- Brad Webb
- -----
- -----

This Resolution was Adopted by the City of Yachats City Council on this 18th day of March 2026.

CITY OF YACHATS

Craig Berdie, Mayor

ATTESTED BY:

Bobbi Price, City Manager



**CITY OF YACHATS
RESOLUTION NO. 2026-275
A RESOLUTION APPOINTING THE CITY MANAGER AS
THE BUDGET OFFICER PER ORS 294.331**

WHEREAS, The City of Yachats follows the Oregon Local Budget Laws ORS Chapter 294.004 County and Municipal Financial Administration Sections in preparing its budget. ORS 294.331 requires the governing body to designate the one person to act as the Budget Officer, and

WHEREAS, The governing body is responsible for designating the person to act as Budget Officer. The Budget Officer shall act under the direction of the Executive Officer of the Municipal Corporations, or where no Executive Officer exists, under the direction of governing body, and

WHEREAS, The Budget Officer shall prepare or supervise the preparation of the budget document. The Budget Officer shall prepare or supervise publishing all the notices required by Local Budget Law, and

NOW THEREFORE, be it resolved by the City of Yachats City Council designates the City Manager as the Budget Officer.

This Resolution was Adopted by the City of Yachats City Council on this 18th day of March 2026.

CITY OF YACHATS

ATTESTED BY:

Craig Berdie , Mayor

Bobbi Price, City Manager



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

ITEM TITLE: *Budget Meeting Schedule 2026*

DISCUSSION/BACKGROUND/ISSUE:

Review: May 14th and 28th at 1:00 pm. Budget proposal drafts will be posted, printed, and emailed to the Budget Committee members on May 5th.

Approval: May 28th at 1:00 pm, if not ready to approve here, we will meet on June 5th at 1:00 pm.

Adoption: June 17th at 1:00 pm

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
-



City Council Regular Meeting
Meeting Date: February 18, 2025

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

DISCUSSION/BACKGROUND/ISSUE:

Final review of Chapter 2.08

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 April 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 is to be composed of five (5) to seven (7) voting members. All members must reside in Yachats. 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. All members must reside in Yachats. 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.
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.