CITY OF YACHATS

CITY COUNCIL MEETING
June 19, 2019

Approved

Minutes

I. Meeting Call to Order

Mayor W. John Moore called the June 19, 2019 regular meeting of the City Council to order at 6:00 pm in the Multipurpose Room of the Yachats Commons. Council members present: W. John Moore, Jim Tooke, Max Glenn, James Kerti, and Leslie Vaaler. Absent: none. Staff present: City Manager Shannon Beaucaire, Water Plant Lead Rick McClung, Facilities Manager Heather Hoen, and Clerk Kimmie Jackson. Audience: 32.

I. Public Hearing – 2019/20 City of Yachats Budget

Mayor Moore opened the Public Hearing on the FY2019/20 City of Yachats Budget at 6:01 pm.

1. Resolution 2019-74: Declare City's Election to Receive State Revenues

Manager Beaucaire indicated this resolution allows the City to receive its portion of revenues from miscellaneous taxes such as those for liquor, marijuana, tobacco, and motor vehicle fees.

Councilor Vaaler moved to approve Resolution 2019-74 declaring the City's election to receive state revenues: Aye – 5; No – 0.

2. Resolution 2019-75: Adopt 2019/20 Capital Improvement Plan

Councilor Glenn moved to approved Resolution 2019-75 adopting the FY2019/20Capital Improvement Plan: Aye – 5; No – 0.

3. Resolution 2019-73: Adopt 2019/20 Urban Renewal Agency Budget

Vaaler moved to approve Resolution 2019-73 adopting the City of Yachats FY2019/20 Urban Renewal Agency budget: Aye – 5; No – 0.

4. Resolution 2019-76: Adopt 2019/20 City Budget, Make Appropriations, Levy Taxes, Categorize Taxes

Sheila Norton (280 Overleaf Lane) read a letter from Drew Roslund into the record in which Roslund asked the City to not allocate Visitor Amenities Funds to the Library, noting the state statutory restrictions on Visitor Amenities Funds detail specific criteria for using those funds.

Glenn moved to approve Resolution 2019-76 adopting the FY2019-20 City of Yachats budget, making appropriations, levying taxes, and categorizing taxes: Aye – 5; No – 0.

Mayor Moore closed the Public Hearing at 6:11 pm

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II. Public Hearing – USDA Rural Development Grant Funding

Mayor Moore opened the Public Hearing on the USDA Rural Development grant at 6:11 pm.

Mayor Moore explained the parameters of the USDA Rural Development grant to help cover the costs of moving City Hall to the 501 Building.

Vaaler asked if there were grant possibilities from the USDA program that could be used for other City projects. Manager Beaucaire indicated the grantor was open to multiple applications.

Vaaler asked what the 45% matching contribution would apply to. Manager Beaucaire indicated the City qualifies for the maximum amount of $50,000, and the City has to provide matching funds. Manager Beaucaire indicated the City would pay its portion before the grantor provides money, and the City would not start the project until the grant is approved. Facilities Manager Hoen and Manager Beaucaire explained the proportion of City money to grant money would remain the same regardless of the total cost, with a maximum of $50,000 from the USDA.

Vaaler noted the Council just received conceptual plans but the Council has not approved the plans. McClung explained the plans were a starting point for the design. Hoen added this design shows the grantor that the City has thought through its needs. Hoen also added that this conceptual design provides a basis for getting cost estimates.

Vaaler asked for clarification on the source of the cost estimates. Hoen explained she had received multiple estimates for work on the 501 Building and the Commons which she used for the estimates in the application.

Glenn moved to approve the request to submit to the USDA a grant application to cover costs for moving City Hall to the 501 Building: Aye – 5; No – 0.

Mayor Moore closed the Public Hearing at 6:25 pm.

III. Announcements, Correspondence, and Proclamations

Glenn announced that the Secretary of Agriculture had announced the closure of several Jobs Corps programs and the transfer of the operations of the Angell Jobs Corps from the Forest Service to the US Department of Labor with the potential of a private company operating the facility. Glenn, Mayor Moore, and Vaaler met with Senator Merkley. Senator Merkley's office reported this afternoon that the Secretary of Agriculture has withdrawn his application to modify the Jobs Corps Program. Glenn reported the office believed public pressure caused the Secretary to reverse his decision. Glenn thanked yachatsnews.com for publishing eleven stories from Angell students and Vaaler for providing hard copies of those stories to Senator Merkley.

Glenn asked that Council send a letter of thanks to Senator Merkley. Council concurred.

IV. Public Comment

Jerome Granger (37 Greenhill Drive) expressed his views on consumption, use of vehicles, pollution, and public transportation. He opposed the traffic flow decision regarding E 2nd Street.

Mayor Moore clarified that Council has been receiving many emails that indicated some people were just becoming aware of the Ocean View Drive transfer and traffic flow. Mayor Moore provided the background on the complaints of traffic on Ocean View Drive, the erosion, and the safety issues for pedestrians in that area that have influenced the current proposal. He noted a public meeting on this topic a year ago in which two-thirds of attendees favored one-way traffic on Ocean View Drive on the section from W 2nd to W 7th. He explained the problem of large vehicles and RVs getting trapped in the Park not being able to turn around.

Gary Hofer (905 Horizon Hill Road) wanted to thank the City Manager for looking into creating an egress at the dead end at the top of Horizon Hill Road. Manager Beaucaire indicated she has scheduled meetings with Planner and Engineer and plans to have a proposal to Council in July 2019.

Linda Johnson (21 Catkin Loop) expressed concern about vacation rentals and did not want to see changes to the current policy. She found over 300 listings online within one mile of the center of the City. She provided numerous suggested steps for moving forward and volunteered to help do this work. She asked that the issue be put to a vote to the public.

Morgen Brodie (258 W 2nd Street) had concern that W 2nd Street would be the only access into the Park, noting the congestion at W 2nd Street and Highway 101. She asked that Council put more thought into the decision.

Patricia Armstrong (396 W 2nd Street) handed out a map of traffic flow as she understood it. She claimed the C&K Market manager stated large trucks cannot make the turns from Highway 101 onto W 2nd and W 3rd Streets. She suggested a weight limitation on trucks. She recalled two-thirds of people at the meeting last year also favored two-way traffic on the south end of the State Park.

Dominic Sharp (369 W 2nd Street) had concern that W 2nd Street traffic would substantially increase with these proposed changes. He suggested making W 2nds Street one-way westbound from Pontiac to the State Park.

Shannon McCarthy (289 W 2nd Street) noted the increase in large trucks and semi-trucks going down their street.

Adam Olson (586 Ocean View Drive) supported the one-way northbound traffic from W 2nd to W 7th Streets on Ocean View Drive. He argued that if that direction were southbound, residents west of the highway would have to make two left turns onto and off of 101 to get home from the downtown area.

Phil Schuster (290 W 2nds Street) suggested the increase of traffic on 2nd Street puts pedestrians at risk, especially for people like himself who are hearing impaired. He asserted the gravel that was recently added to the 804 Trail would not last.

V. Consent Agenda

A. May 2019 Minutes

Councilor Kerti moved to approve the consent agenda: Aye – 5; No – 0.

VI. New Business

A. Resolution: USDA Grant

Glenn moved to approve the USDA Grant Resolution: Aye – 5; No – 0.

B. Resolution 2019-80: Transfer Resolution

Glenn moved to approve Resolution 2019-80 authorizing the transfer of monies between objects of expenditure: Aye – 5; No – 0.

C. Draft Purchasing Policy Update

Manager Beaucaire indicated this information on public contracting rules was provided by the City Attorney for Council's review.

Glenn expressed favor that the City could chose a contractor based on their fit with the City's objectives rather than being forced to choose the lowest bid. Vaaler noted the Attorney's comment about determining the authorized levels of spending by different city officers and asked that this issue be addressed in future discussions. Vaaler asked for a specification on the time frame required for the City to review the policy should the Attorney General make changes to the model rules. Vaaler asked for clarification on whether the amounts on page 3 of the attorney's memo were mandated by Oregon law or suggested by the attorney.

VII. Reports

A. Financial Report

Manager Beaucaire explained the financial software had to be reprogrammed with the new IP address due to the issue with the internet being down for three days during the previous week week. She indicated the internet problem was with Peak and a possible hack attempt and not the City's IT system. As a financial report could not be generated until late on Monday, she asked that the financial report be considered at the next meeting.

B. Council Reports

Mayor Moore reported he attended:

1. May 15, 2019 Small Cities meeting in Newport with Vaaler.
2. May 29, 2019 Regional Mayors Meeting in Corvallis, noting a discussion about shared services and Millersburg's contracting with Albany for services.
3. June 11, 2019 Monthly Marketing Meeting where representatives from the Overleaf and Adobe attended.
4. Oregon Coast Trails Gap Meeting
5. June 14, 2019 Community Leader Session in Newport with Senator Merkley and with Glenn and Vaaler.

Tooke reported he attended:

1. Mid-Coast Water Planning Partnership meeting in Condon where numerous state agencies also attended. He noted the next meeting will be in Newport in September 2019.

Glenn reported a nurse from Florence informed him that comes to Yachats up to twice each week for her kids to use the playground, noting the cleanliness of the area. He added that YYFAP has received a grant from the Siletz Nation for new equipment and additional chips.

Vaaler reported she attended the meetings as noted in others' reports as well as a meeting on sustainability and a site visit to the Riggs property.

C. City Manager's Report

Manager Beaucaire reported:

1. Ocean View Drive: The gravel that has been put down was chosen in conjunction with the Trails Committee and it is not intended to be driven upon. Weight limitation signs can be placed on Ocean View Drive. The paving has been delayed due to the need for formal bidding on the project.

The City Engineer discussed options for traffic studies. One option is to use hose counts and another is to have a person physically counting traffic at intersection. The Engineered did not believe these approaches would be the best use of City funds. The Engineer stated that ODOT provides substantial funding for transportation system plans that examine multi-model forms of transportation including vehicles, bicycles, and pedestrians. Manager Beaucaire highlighted the additional concerns regarding traffic issues throughout the City. However, the next grant cycle for ODOT would not happen until April 2020. She noted this approach would be for a plan only, so additional funding would be needed to do any implementation.

The Council of Governments (COG) will be working with the City on signage plans for the trails. COG also has the ability to do GIS mapping where infrastructure systems can be mapped in layers, such a water lines, sewer lines, and drainage lines.

Glenn asked how a wholistic approach would impact the work on Ocean View by the County. Manager Beaucaire noted the length of time spent working on the settlement agreement, going back to 2001. She estimated the County was contributing $200,000-250,000 in upgrades. She suggested the County proceed with paving, and if Council opted for a larger transportation study, they hold off on striping and installing pedestrian-vehicle dividers.

Jacqueline Danos suggested that a larger transportation plan be combine with other coastal communities. Danos also clarified that such a plan could open up grant opportunities in other areas.

Kerti clarified that Waldport's transportation plan was completed in 1999, and Waldport was currently updating their plan, in part to develop their industrial area.

2. City Entrance Signs: The entrance signs are installed and came in under budget. Dahl Disposal donated equipment and time for installation. The sign company has an additional sign they would sell to the City for $900, reduced from $1,675. Vaaler and Kerti did not support that purchase. Glenn suggested a sign could provide a cohesive image on the 501 building. Council authorized the City Manager to negotiate with the company.

3. Code Enforcement Services: She reported the Sheriff's Department will be ready to partner with smaller communities in 2021 for Code Enforcement.

4. Auditors: Auditors will be on site at the end of July 2019.

5. Insurance: Insurance rates remained the same for this year but could increase by 10 to 12% for next year. The insurance company has recommended several additional coverages which Manager Beaucaire would break down for Council at a future meeting. Vaaler asked if the earthquake insurance significantly increased the premium. Manager Beaucaire indicated she would get more information on that component.

6. Vacation Time: Manager Beaucaire noted her contract indicates she must request that unused vacation time be rolled into the next year. She asked to rollover 154 hours to be used in July and August.

Vaaler asked what staff coverage the City would have in July and August when the City Manager took her vacation. Manager Beaucaire explained what the new part-time clerk would be responsible for and COG would provide support. She added that Hoen and Anderson can also cover the office. Manager Beaucaire indicated she was always available by text or email.

Glenn moved to rollover 154 hours of the City Manager's vacation time into fiscal year 2019/20: Aye – 5; No – 0.

Council expressed appreciation for the time the City Manager gives to the City.

7. Lincoln County Housing Project: The draft of the Lincoln County Housing Project plan is almost complete.

8. Website Redesign: Website redesign has been delayed. Manager Beaucaire explained she has some issues she would like to be changed that would allow for greater searchability. Anderson added her concern that users would not distinguish between what changes required of them were due to the new website versus the new utility billing system. This confusion would mean that a problem in one component would be attributed to both systems, so a more ideal approach is to have a time gap between the launch of the billing system and website. Manager Beaucaire added that a small group of citizens have been reviewing the beta site.

9. Franchise Agreements: The Public Works and Streets Commission reviewed the attorney's comments on the City's franchise agreements. The attorney had suggested that the Pioneer Telephone Cooperative contract be revised. The Commission recommended a rate increase from

4% to 5% with a 5-year term. Manager Beaucaire added she wanted to negotiate with Pioneer/Peak to cover internet service and/or reimbursement for time down.

Glenn move to accept the recommendation form the Public Works and Streets Commission for negotiating a 5-year, 5% agreement with free internet and compensation for down time: Aye – 5; No – 0.

VIII. Other Business

A. From Mayor - none

B. From Council

Glenn stated he heard from persons who buy and sell real estate that the market in Yachats was currently very robust. He asked that Council get a report from the City Planner on building activity within the City.

C. From Staff - none

Mayor Moore adjourned the meeting at 8:06 pm.

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W. JOHN MOORE, Mayor

ATTEST:

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Shannon Beaucaire, City Manager Date