



City of Yachats
441 N. Hwy 101, Civic Meeting Room 1
Wednesday, August 19, 2026, 1:00 PM

To Be Held In-Person & Via Zoom

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

Regular City Council Meeting

Regular Session

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

- a. Social Media Policy
- b. City Council Rules Update
- c. Waste Prevention and Material Reduction Presentation
- d. New water tank update and future water exploration and water conservation
- e. Solid Waste Advisory Committee Report
- f. Pavilion and Estuary Walkway project updates

VII. Ongoing Business

- a. 2026 Goals Review
- b. Planning Commission Update

VIII. Other Business

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

IX. Adjourn

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

POSTED August 14, 2026 By: Neal Morphis, Deputy Recorder

Re: Constant Contact propaganda

From Bobbi Price <citymanager@YachatsMail.org>

Date Tue 8/11/2026 7:02 AM

To Paul Thompson <majorstwo@yahoo.com>

Cc Mayor <Mayor@YachatsMail.org>; Catherine <catherine@YachatsMail.org>; Barry - Yachats city council <barry@YachatsMail.org>; Mary Ellen O'Shaughnessey <MaryEllen@YachatsMail.org>; Nicole Hedlund <nicole@YachatsMail.org>; Neal Morphis <recorder@YachatsMail.org>

Mr. Thompson,

I have received your email and noted your concerns about the city manager's role, the zoning updates, and the materials the city shared with the community. Your comments will be included in the public record as correspondence with the City Council.



Bobbi Price
City Manager
City of Yachats
Phone: 541-547-3565 ext. 102
citymanager@yachatsmail.org
501 Highway 101 N
PO Box 345
Yachats, OR 97498
www.yachatsoregon.org

From: Paul Thompson <majorstwo@yahoo.com>

Date: Monday, August 10, 2026 at 6:04 PM

To: Bobbi Price <citymanager@YachatsMail.org>

Cc: Mayor <Mayor@YachatsMail.org>, Catherine <catherine@YachatsMail.org>, Barry - Yachats city council <barry@YachatsMail.org>, Mary Ellen O'Shaughnessey <MaryEllen@YachatsMail.org>, Nicole Hedlund <nicole@YachatsMail.org>

Subject: Constant Contact propaganda

Bobbi,

I am disappointed in the way you believe it is your job as Yachats City manager to be a Cheerleader for this incredible stupid Up-Zoning. As City Manager I don't think it is your place to be out front on this awful up zoning issue. Since you can't vote for it and don't live in Yachats I don't think you should give your opinion at all ! You should be giving guidance to the council with what you will need to run Yachats if this is enacted, NO MORE, it's none of your business.

This Constant Contact propaganda film is nothing but a slanted view, none of the participants voiced any negative views of this up-zoning but were chosen because they felt it their inalienable right to live in Yachats due to their lower economic status. You all slanted their testimony to what you wanted them to say, disgusting to my way of thinking. I would like to know who ordered this and is responsible for the production of nothing but propaganda. Shame on them and/or you.

Paul Thompson

Fw: A cautionary tale. When you have time.

From Bobbi Price <citymanager@YachatsMail.org>

Date Mon 8/17/2026 1:20 PM

To Neal Morphis <recorder@YachatsMail.org>

Will you please add this to the correspondence for the August Council meeting?



Bobbi Price

City Manager, City of Yachats

Phone: 541-547-3565 ext. 102

citymanager@yachatsmail.org

501 Highway 101 N

PO Box 345

Yachats, OR 97498

www.yachatsoregon.org

From: Jill McLean <mistandjewel@gmail.com>

Sent: Sunday, August 9, 2026 6:44 PM

To: Bobbi Price <citymanager@YachatsMail.org>

Subject: A cautionary tale. When you have time.

Hi Bobbi,

Funny, this video came up in my feed, after a weekend where Yachats felt overcrowded, and unlivable, and the community i moved to, far in the rear view mirror.

A place with the core purpose being an overcrowded vacation destination.

We are experiencing many of the same things expressed in this video on many similar levels.

Town was so uncomfortably packed this weekend, I saw a lot of frustrated tourists as well as locals and thought to myself, "Well, the tourist are not enjoying this overcrowding and busy either, or relaxing!"

The service workers though they hold the graciousness in public face, when you know them personally, you feel for the stress they express of dealing with unending crowds and many entitled rude tourists. (many nice ones too though!)

The spring out on 34 has closed down and I needed to fill my water bottles, but after several tries to find parking at the store for 2 days, gave up, and drove to Waldport to use the water machine at Ray's. This is, i am sure, is just one of many examples of the local's frustrations and complaints at the overcrowding.

I know there is no turning the clock back, and we have lost what we've lost, but i have to ask, *When* do we stop advertising Yachats?, creating new festivals and events to entertain?, building amphitheatres

and tearing up open green spaces? and trying to keep the tourism hot and moving all through the year?

I expressed these concerns to Mayor Craig a couple years ago and he replied "It it only for a couple weeks out of the year" but many of us are feeling that it has become the new normal year round and is increasing every year.

I know this does not land on your shoulders alone, so feel free to share this as food for thought with City Council, and the various committees. I would suggest we just stop now with the pushing Yachats and creating new ways to entertain and entice the visitors here. We have arrived!

Thank you for considering,

Respectfully,

Jill

Your humble city gardener.

<https://youtu.be/Y1dV4eU9-4c?si=zAqTHpNDZAMDB7Vs>



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

CITY MANAGER (Bobbi Price)

Staff reviews

Throughout July, the City Manager conducted performance evaluations with the City Hall team and Public Works leadership, and meetings for the remaining field crew are currently being organized. These check-ins serve as a productive forum for highlighting successes, identifying hurdles, and addressing capacity, necessary tools, and professional development. Additionally, these discussions allow us to align on strategic objectives for the upcoming year.

Notably, the succession planning with our Water Lead and our Succession Water Technician is going very well. The Succession Tech will begin joining in on meetings and CIP water work.

Goal updates

Our annual work plans and project priorities come from the City Council Goals. To prepare for upcoming progress reports, I met with project leads to evaluate our current standing. We discussed how these objectives have been woven into our daily operations, the progress made on specific themes, and the milestones achieved thus far.

Urban Renewal District (URD)

In July, the Finance Committee and City Council convened for a work session with our Urban Renewal District consultant. A primary outcome of this meeting was the decision to initiate a substantial amendment to secure the future of our water infrastructure, with the master plan as our primary roadmap. Following this, I collaborated with a Finance Committee representative to refine the plan, drawing on our current URD project overview. Moving forward, he will oversee the financial modeling while I focus on the project narrative; this initiative remains a significant priority for my office until the final presentation is prepared.

Finance Committee

Throughout August, the Finance Committee will advance its efforts on the Urban Renewal District and review a soft-close report for FY 26. This assessment will include an update on CIP project completions and our strategic positioning as we transition into FY 27 initiatives. Furthermore, the Committee is continuing its collaboration with the Water Lead on conservation strategies, a primary 2026 City Council Goal. These discussions focus on how tiered water rates can promote sustainable use while ensuring that operational expenses and future capital projects are funded.

Local Wetland Inventory

At the July City Council session, representatives from the Department of State Lands and the Department of Land Conservation and Development (DLCD) provided an update on our Local Wetlands Inventory. While the initial inventory is complete, subsequent phases involve notifying adjacent property owners and collaborating with DLCD to establish a robust protection and management framework. To support these efforts, our summer intern—a senior engineering student who has demonstrated a strong aptitude for municipal planning—will transition into a project assistance role. Her primary focus will be assisting the City Planner in finalizing the remaining objectives of the Local Wetlands Inventory.

Transportation Growth Management

Following an extensive selection process involving collaborative application reviews and meetings with DLCD, ODOT, and municipal staff, we have successfully appointed a project consultant to spearhead our Transportation Growth Management initiatives. An initial kickoff session is scheduled for the upcoming week. Additionally, ODOT conducted a traffic assessment over the weekend of August 8th; the resulting data will serve as the baseline for all subsequent study phases.

Zoning / Housing Code Updates

Over the course of seven recent work sessions, the Planning Commission conducted a thorough review of the proposed Title 9 Land Use code to ensure comprehensive alignment and clarity regarding the draft. These productive forums generated extensive notes for deeper discussion, focusing on the list of optional modifications. The Commission is now tasked with evaluating which of these amendments to prioritize for future discussion and which to defer or remove from further consideration.

Zoom Series

To facilitate enhanced community dialogue regarding the draft Title 9 Land Use Code, the City hosted a series of eight virtual forums. These sessions covered various facets

of the proposal, including infrastructure, local character, environmental concerns, and viewsheds. Each session averaged about 30 live participants, with two to three individuals contributing through inquiries and statements. For those unable to attend the sessions live, recordings are available on the City of Yachats YouTube channel.

Muni Rev

Following the formal execution of our agreement with Muni Rev, we are currently coordinating the initial onboarding sessions. Primary oversight of this software will be managed by staff members responsible for accounts receivable, though both the City Recorder and I will maintain a comprehensive understanding of the system to provide operational support and guidance as required.

Trolley

Our seasonal trolley service is currently navigating a successful inaugural season, having served a total of 2,438 passengers to date. This high volume of ridership translates to a significant reduction in vehicular traffic and eases the demand on municipal parking. Data indicate that a majority of patrons use the service for transit between local lodging and town exploration; notably, many use the trolley to access Cape Perpetua for hiking excursions. Furthermore, the service has become a popular family sightseeing experience. Monthly ridership trends show 676 passengers in May and June, followed by a substantial increase to 1,278 in July, with 484 riders recorded as of August 9th.

City Fees Ordinance and Update

Although this initiative is underway, recent efforts have focused primarily on finalizing critical documentation for the Walkway and Pavilion projects. As these developments remain the primary operational priorities, we plan to onboard additional staff to support this project. This update is included to ensure continued visibility and to affirm our commitment to its eventual completion.

Administrative fee modifications are currently underway, led by the City Manager and Recorder. The proposed ordinance aims to improve efficiency by removing specific fee amounts from the Yachats Municipal Code, allowing for annual updates via Resolution. This change is necessary because current City fees have remained stagnant while business costs have continued to climb.

CITY DEPUTY RECORDER (Neal Morphis)

- I attended City Council and commission and committee meetings and prepared agendas, added meeting materials to packets and creating minutes.

- I completed routine daily administrative responsibilities to support ongoing city operations.
- I made updates to the city website.
- I have uploaded documents to the document center.
- We received word from Business Oregon that we will receive the grant for the Salmon Creek watershed studies. We do not yet have a signed contract, and cannot begin work until we do. The notice to proceed will likely come in the next two months.
- I have been working on bidding specification documents for the Pavilion, and getting close to done.
- Regarding the generator rehousing and relocation project for the commons and city hall, I have discussed with an electrical engineer and set up a meeting with him to figure out our scope of work and specifications.
- Responded to multiple public records requests.

PUBLIC WORKS (Rick McClung and Dave Buckwald)

Rainfall at Yachats Public Works:

		<u>Inches</u>		
	2026	2025	2024	2023
July	0.21	0.05	0.38	0.10
Rain year to date:	22.08	27.74	46.88	33.83

Total water produced: **5,338,000** gallons

Total water accounted for: **4,552,270** gallons Water loss efficiency: **85%**

Note: See Distribution Sys. notes in **red text** for detailed information about water loss efficiency.

Total wastewater treated: **4,291,000** gallons

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

Streets:

- Multiple potholes filled.
- Curb painting at the state park.
- Removed broken stop sign from W. 6th St.

Storm Drainage:

- Storm drain cleaning.
- Brush cut multiple storm drains.

Water Treatment Plant:

- Water systems operations.
- Water plant maintc.

Distribution Sys:

- Meter reading and rereads.
- Meter maintc. and replacements.
- Leak inspections.
- Investigated possible leak on Marine Drive.
- Water leak repairs at; Ocean View Drive (.5gpm), (5gpm), Crestview (5.5gpm), E.2nd St. (.5gpm). 11.5 total x 1440 minutes/day x 28 days/month equals **463,680** gallons.
- Hydrant testing, 1064gpm x 2 hydrants x 3min. equals **6,384** gallons.
- Five Vac-Con loads of water for hydro-excavation **4,000** gallons.
- Replaced iron pipe water service on E.6th St.
- Pavement patching.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.

Collection Sys:

- Lift station inspections.
- Degreased lift stations.
- Float cleaning.

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 water and sewer utilities.
- Parts run to Newport.
- Code Compliance.
- Generator and equipment fueling.
- Installed tire stops at the library parking lot.
- 4th of July prep.
- OSHA visit prep.
- Four loads taken to the city fill site.
- Trip to Corvallis for library backflow parts.
- Blackstone Emergency Container site prep.
- Assisted leak detection contractor.

Wastewater Capital Improvement Projects:

- **3rd Street Project:**
 - Expecting draft plans for review soon.
- **Main Lift Station Improvements:**
 - May paint in house. Planning the roofing portion soon. Plan review with Oregon DEQ for SCADA upgrades.
- **Quiet Water Lift Station Improvements/Riverside Force Main Replacement:**
 - Engineering in process.
 - Moved to FY 2028. (Phase 2)

- **Pontiac Force Main Replacement / Storm Drain Improvements:**
 - Engineering in process. Moved construction into FY 2028. (Phase 2)
- **Wastewater Treatment Plant Upgrades:**
 - Plan review with Oregon DEQ for SCADA upgrades. Other projects beginning.
- **Hanley Manholes:**
 - On hold. No Bids received. Exploring doing project in house.
- **Diesel Fuel Trailer:**
 - On site demonstration August 6th.

FINANCE OFFICE (Diane Gruver)

July 2026

(for August council meeting)

Accounts Payable (AP)

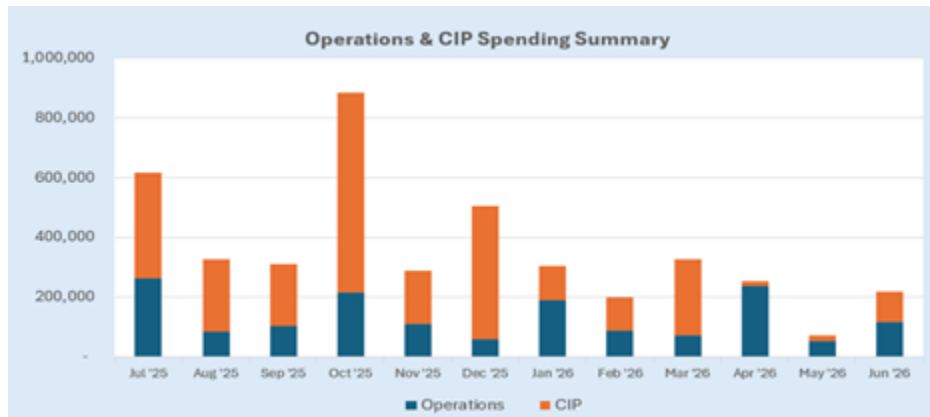
- In July, the City paid \$360,718 in invoices from Accounts Payable
- Virtually all of this was operations expense, and only \$40 was designated as spending on CIP projects.

Below is the graph for FY27 thus far, and after it the comparable graph from the fiscal year we just completed. As you can see, July is one of the bigger months for operations expenses; last year with the Library and LLCM rebuilds underway, it was also a big month for CIP spending.

FY 27



FY 26



There is little news to report from the Finance office – bills are getting paid, payroll is getting processed, the audit, while progressing slowly, is underway, and all is going smoothly, as it should. We will have an on-site audit from SAIF, our workman’s compensation carrier, in early September which I expect to go smoothly.

The new FY27 budget has been entered into Springbrook by our Finance consultant, Janet Cline, and your financial graphs & charts (generated out of my office) now reflect our new budget numbers. The financial reports for “June 2026 – Soft Close #2” have also been uploaded to the Documents Center on the City website.

CODE COMPLIANCE (David Fortmeyer)

Completed Tasks

- Created ROW Permit Templates
- Responded to 1 Trash and Litter Request Tracker complaint
- Responded to 3 Miscellaneous Requests Tracker complaints and closed 3 requests
- Responded to 2 Trash and Litter Requests Tracker complaint and closed 2 request
- Responded to 1 Lighting Request Tracker Complaint and closed 1 request
- Responded to 1 Illegal Parking Request Tracker complaint
- Responded to 5 Overgrown Vegetation Request Tracker complaint and closed 3 requests
- Responded to 3 Noise Request Tracker complaint and closed 3 requests
- Responded to 5 Animals Issues Request Tracker complaints and closed 5 requests
- Sent out 5 notices for Overgrown Vegetation
- Sent out 1 reminder for backflow prevention device testing

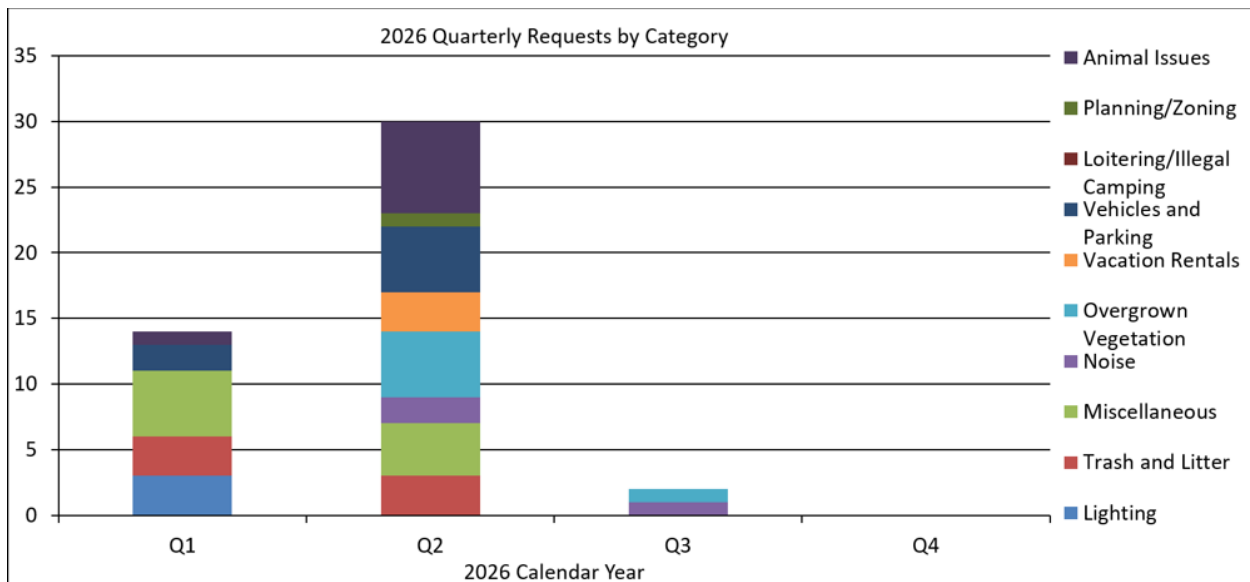
- Collaborated with City Hall staff to determine courses of action
- Used Request Tracker to follow up on various complaints
- Used Excel spreadsheet to track existing violations and complaints
- Used Excel spreadsheet to track backflow testing
- Used Yachats Animal Offense Log to track dog complaints
- Resolved outstanding code cases
- Responded to citizen complaints/inquiries

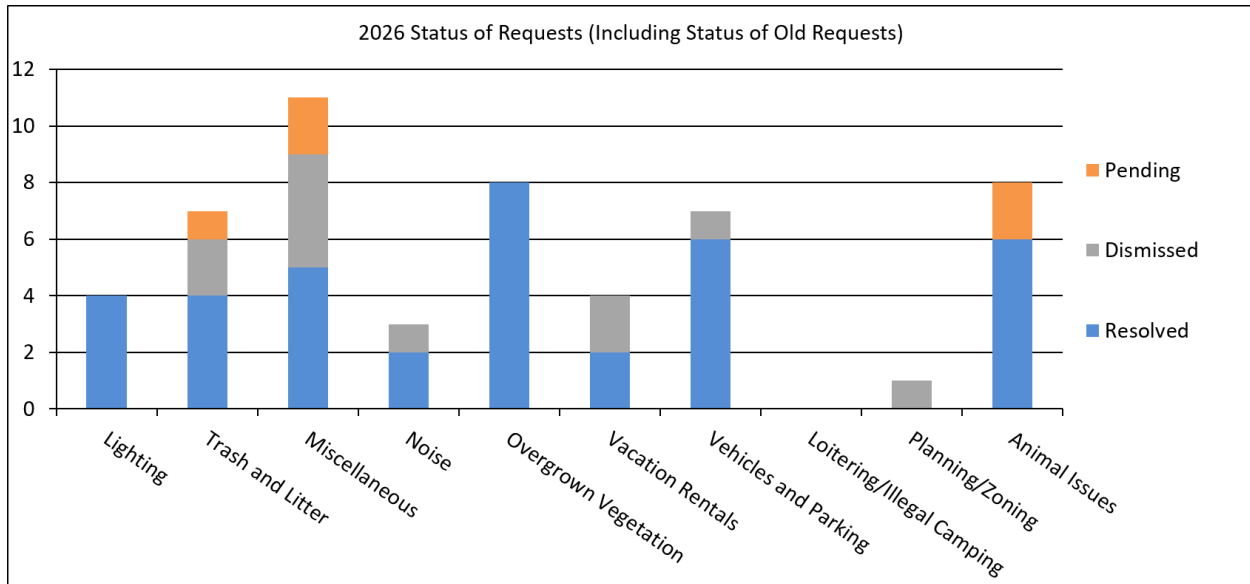
Field Work

- Work Orders
- Replaced security camera batteries
- Performed 1 New Vacation Rental Inspection
- Conducted 1 fire drill(s) at the Commons
- Performed regular “drive-by” compliance checks
- Took photos at various locations to send with emails and notices
- Investigated Request Tracker complaints

Ongoing Initiatives

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





Trash and Litter - Still working with local business to resolve trash storage violations.

Miscellaneous - (1) Neglected property purchased by local hotel. Waiting for response from hotel about plans for property. (2) Sewer lateral needs repair. Property owner came to City Hall 8/13 to request new copy of violation notice. Plans to hire plumber for repair.

Animal Issues – 2 dog complaints were left in “pending” status in case there are future offences.

[Yachats Animal Offense Log](#)

LIBRARY (Traci Altson)

The library finished hosting our Summer Reading Program with approximately 30 kids each week from the YYFAP Camp.

We continue to be busy, checking out over 600 physical items in the month of July with an additional 342 items checked out on Libby.

I am currently having meetings with the LCLD (Lincoln County Library District), to gear up for our planned migration in March 2027. So far, meetings have gone well, including giving the news to our current library system vendor.

A lot of my focus for the next 1-2 months will be on completing the annual statistical report for the State. It has over 1000 questions and will take a village to gather all the information. A lot of questions are about financials, which Diane Gruver will be able to help with. Questions about our collection and circulation are difficult to pull from our current ILS and I am looking forward to the new system, which, as I understand it, will be easier to run reports in.

Karlie-Children's Library Update

What a wonderful summer we've had at the Yachats Public Library! Our **Summer Reading Program** was filled with stories, creativity, hands-on activities, special guests, and opportunities for kids to spend time at the library. From planting and creating to reading and exploring, it was so much fun watching our young readers learn, make new memories, and bring so much energy into our library this summer. A huge thank you to all the families, volunteers, guests, YYFAP, and community members who helped make this year's program so special!

As Summer Reading winds down, the creativity doesn't have to stop! This month, we'll also be participating in the **Lincoln County Youth Summer Art Contest**. Youth ages **11–18** are invited to create an original poster sharing a message of hope and promoting a healthy, tobacco-free life for a chance to win prizes and have their artwork featured! **Contest information and materials will be handed out at the Yachats Public Library on Mondays, Wednesdays, and Fridays.** The deadline to enter is **September 30, 2026.** **Happy August!**

UTILITY CLERK (Becca Parrish)

- July utility bills were mailed on time.
- Responded to phone calls and addressed customer inquiries regarding utility billing.
- Greeted and assisted walk-in customers.
- Processed payments and prepared bank deposits.
- Performed ongoing maintenance of the utility billing system to ensure account information remains current and accurate.

PLANNER (Katherine Guenther)

- Normal volume of calls, emails and pre-application meetings
- Participated in eight-session Zoom series on housing code amendments
- Met one-on-one with several citizens to discuss proposed code amendments
- Held three special work sessions with Planning Commission
- Started work on Local Wetlands Inventory notification
- Met with Transportation System Plan team
- Assisted with some code enforcement duties

CITY HALL/CITY COORDINATOR (Lorraine Fritz Barrett)

- Greet people, answer phones, retrieve and open mail, respond to emails;
- collect and post donations for Commons;
- maintain bulletin boards in Commons and City Hall;
- proof newsletter;
- assist with questions and reservations for community spaces;
- reader board, FB and website calendar posting,
- attend a zoom office communications seminar for administrative assistants;
- processed Food & Beverage and Transient Rental taxes;
- issue new business licenses;
- issue a new vacation rental license;
- maintain and update vacation rental waitlist and local contact list;
- attend annual review with City Manager;
- prepared info, attended and summarized “Engagement & Listening” Session;
- order supplies;
- planned, prepped, attended and cleaned up Volunteer BBQ; and
- reconcile Civic Rec with Springbrook re: Commons rentals.

Community Spaces Coordinator (Rosa Marchand)

OSU OASIS Program Intern: Peeta's internship will conclude on August 27, 2026. She will present her project findings, data analysis, and recommendations to the Yachats City Council at its August 19, 2026 meeting. Following the completion of her internship, Peeta will participate in the OASIS Program Symposium at Oregon State University on August 28, 2026, where she will present her work alongside fellow interns.

The City and Peeta have also been selected to be featured in a video highlighting OASIS interns, the OASIS Program, and community partnerships. The video will showcase the collaboration between the City of Yachats and the OASIS Program, as well as the value of experiential learning opportunities that connect students with local government sustainability initiatives. The video project was coordinated by Cady Shaw, Sara Swett, and Blaine Schoolfield through Oregon Sea Grant.

Little Log Church Museum: Starting August 6, the Little Log Church Museum will be open every Thursday, Friday, and Saturday from 12:00 p.m. to 3:00 p.m. Visitors are invited to explore Yachats' rich history and enjoy this treasured community landmark.

Reservation System Updates: Significant progress has been made on updating and maintaining the Commons reservation system. Reservations for YYFAP and user groups that are no longer active have been updated, and the reservation system is currently maintained through 2027.

Work is underway to add the Little Log Church Museum and Room 8 to the online reservation platform, which will soon be available for public reservations. The Library Conference Room will continue to be reserved exclusively through a City staff member, at the request of Librarian Traci, to better manage access since the conference room is located within the library.

Additional efforts include consolidating and updating older reservation accounts, verifying payment information on file, and ensuring overall account accuracy. I am also reviewing and updating reservation-related documents and rental materials. A meeting with **Jess Carter** is scheduled on August 14th, the reservation site's Success Manager, to ensure everything is set up correctly and nothing is overlooked. Our goal is to get it done right the first time rather than making repeated corrections later.

Sound System Updates: Bill Reeves and I have been working on what is needed to finish the sound system. Bill Reeves has been in contact with Jeff Taylor and Jeremy. To be Continued.

Bathroom Signage: I am currently exploring signage for the Commons to increase awareness of the new ADA-accessible restrooms located on the north end of the building, as well as wayfinding signage for the other bathroom facilities located near the main entrance.

Recycling Receptacles: Research is underway to identify affordable and durable indoor recycling receptacles that will support waste reduction efforts and improve recycling accessibility throughout the Commons.

Commons Storage and Training Resources: This Summer/ fall, I will be focusing on reorganizing storage areas throughout the Commons to improve efficiency and accessibility. Storage room doors will be updated with layout charts and organizational guides to assist staff and volunteers with properly returning equipment and supplies.

To support facility users and staff, I also plan to create a series of instructional videos covering the operation of Commons equipment, including:

- Commercial stove and oven
- Convection oven
- Sound system

- Lighting system
- Chair dolly and setup equipment

These resources will help ensure equipment is used safely and consistently.

Under-Stage Storage Project: Maintenance Equipment Update: The carts are scheduled to be transported to Mulder Sheet Metal in Newport on August 12, 2026, for a repair evaluation. Following the assessment, Mulder Sheet Metal will provide a proposed repair and modification plan along with a cost estimate for the City's review. If the proposed scope of work and terms are acceptable, repairs and modifications will proceed. This evaluation will help determine the most effective approach for extending the service life and functionality of the equipment.

OSHA: OSHA recently conducted inspections of multiple City facilities, including City Hall, the Yachats Commons, the Library, the Little Log Church Museum, the Water Treatment Facility, and the Wastewater Treatment Facility. Following the inspections, OSHA provided a corrective action report identifying items that require attention. The City has until October 9, 2026, to complete the required corrections and achieve compliance.

Emergency Preparedness: Emergency preparedness efforts continue to be a priority. Current projects include:

- Assisting with planning for the **2 Weeks Ready Fair** scheduled for October.
- Evaluating storage options for emergency shelter supplies at the Commons.
- Preparing for another emergency shelter simulation exercise, potentially in September.
- Updating emergency shelter signage.
- Reorganizing emergency shelter supply stations.

To improve emergency response readiness, I will also be creating a dedicated key ring containing all Commons facility keys. These keys will be stored with emergency shelter supplies in my office. A secure lockbox containing keys for access to the building and my office will be established directly outside of the Commons, to ensure anyone can setup in case of an emergency event.

Grant Opportunities: I am currently researching grant opportunities to support:

- Development of a 25-Year Master Plan for City facilities and community spaces.
- Funding sources for community events and programming.

LINCOLN COUNTY SHERIFF'S OFFICE

SHERIFF ADAM D. SHANKS



August 10, 2026

Dann Cutter, Waldport City Manager
Bobbi Price, Yachats City Manager

Calls For Service

Deputy Reagan/ Deputy Hegerberg responded to or initiated 182 calls for service for the Cities of Waldport and Yachats during July.

Enforcement Actions

Deputy Reagan/ Deputy Hegerberg conducted 77 traffic stops, 8 Field Interviews, and 12 area checks. Deputy Reagan/ Deputy Hegerberg generated 25 police reports.

Reagan's Report

Waldport-

- The month of July for me has been a busy one. July 3rd was a massive success in my opinion. The Sheriff's office had a large presence in Waldport, and it appeared most folks were on their best behavior. I was able to get out and talk with a lot of people who were having a great time and really enjoyed the show. On a different note, I got a lot of feedback regarding parking during that night. I would love to discuss with those interested in creating a plan for better parking. We had an incident where a fire engine was enroute to a call, but due to illegally parked vehicles on the sea wall, there was the equivalent of one lane of travel open on HWY 101. I would love to hear some ideas for big events like these and would be happy to try to get the Sheriff's office involved to tackle this issue for future events that bring so many people to Waldport.
- Calls for service and self-initiated activity. I made 5 arrests in the city of Waldport. Two of which were traffic stops, where I learned the drivers were criminally suspended. Another was an individual with multiple out-of-county 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

LINCOLN COUNTY SHERIFF'S OFFICE

SHERIFF ADAM D. SHANKS



- This individual threatened to use explosives to keep deputies from effecting an arrest. I was able to contact the subject, separate her from her vehicle, and take her into custody. Lastly, I received a report of a wallet theft from The Flounder. After investigation, I learned the suspect also had 4 outstanding warrants from another county. In addition to this individual being lodged at the jail for his warrants, I charged him for theft in the second degree, fraudulent use of a credit card, and ID theft.
- I have several open-theft investigations with promising leads. I have been able to establish many relationships with members of the community that have made my ability to investigate these crimes much easier.

Yachats-

- For July, my time has still gone mainly towards traffic stops. My focus has not changed, which is slowing vehicles down as they enter town. I focus mainly on the north and south ends of Yachats, trying to be as visible to drivers as I can. Paired with the speed sign, I noticed a significant decrease in local traffic speeding while entering Yachats.
- In July, I also conducted a traffic stop on a vehicle for expired registration and subsequently arrested the driver for outstanding out-of-county warrants. This reinforces the importance of not only stopping vehicles for moving violations, but equipment violations as well.
- You might often see me parked in town on the side of the road and wonder what I'm doing. I often look for seatbelts, cellphone use, and crosswalks; however, I am also just observing what is happening all around. This month, I was watching traffic on the south end of town and witnessed an incident where a dog bit someone. I was able to respond as soon as it happened and took appropriate action. I am also more than happy to stop and talk with folks who are walking by. I am open to any advice and recommendations from the public

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

LINCOLN COUNTY SHERIFF'S OFFICE

SHERIFF ADAM D. SHANKS



on how I can serve Yachats. If you ever have a question and I am not actively on a call, I am always more than happy to chat.

- I have made it a point to drive through state parks frequently in the area, ensuring folks keep the area clean and free from garbage. When I come across individuals who appear to be camping, I do my best to advise them of a better place to do so. From my time in the contract. Much of the community takes pride in keeping Yachats a clean and enjoyable place to be.

Sincerely,

Adam D. Shanks, Sheriff


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

Call Type	Address	Priority	Call Date/Time
ALRMS	501 BAYVIEW TR	High	7/31/2026 13:26
TRF	935 HIGHWAY 101 N	High	7/31/2026 13:09
MISPRO3	501 HIGHWAY 101 N	Medium	7/31/2026 10:58
CRIMIS3	130 DIVERSITY DR	Medium	7/31/2026 10:05
FOLLUP	330 KING ST	Low	7/30/2026 12:45
CRIMIS3	330 KING ST	Medium	7/29/2026 16:40
DRIVING	44.31580382, -124.10454923	Medium	7/29/2026 9:27
CKWELF	328 W 3RD ST	Medium	7/25/2026 15:43
TRF	HIGHWAY 101 N / OVERLEAF	High	7/24/2026 15:07
AREACK	100 OCEAN VIEW DR	Low	7/24/2026 14:27
TRF	900 HIGHWAY 101 N	High	7/24/2026 13:41
SUSACT1	641 HIGHWAY 101 N	Medium	7/24/2026 11:44
TRF	KING ST / HIGHWAY 101 N	High	7/24/2026 10:13
ANIMAL1	HIGHWAY 101 N / YACHATS F	Medium	7/23/2026 15:38
TRF	1555 HIGHWAY 101 N	High	7/23/2026 15:13
TRF	HIGHWAY 101 N / W 3RD ST	High	7/23/2026 14:24
FRAUD3	71 NW WILLA ST	Medium	7/23/2026 13:58
FRAUD3	71 NW WILLA ST	Medium	7/23/2026 13:48
TRF	HIGHWAY 101 N / MARINE D	High	7/23/2026 10:02
CIVIL1	2424 HIGHWAY 101 N	Medium	7/22/2026 9:25
TRF	HIGHWAY 101 N / MARINE D	High	7/17/2026 15:10
TRF	9TH ST / KING ST	High	7/17/2026 14:17
TRF	935 HIGHWAY 101 N	High	7/17/2026 13:55
ATL	1000 YACHATS RIVER RD	Low	7/17/2026 10:27
ILCAMP	300 W 2ND ST	Low	7/17/2026 9:42
TRF	HIGHWAY 101 N / E 3RD ST	High	7/10/2026 16:28
TRF	935 HIGHWAY 101 N	High	7/10/2026 14:50
TRF	HIGHWAY 101 N / AQUA VIST	High	7/10/2026 13:50
TRF	44.31580382, -124.10454923	High	7/10/2026 13:17
TRF	200 HIGHWAY 101 N	High	7/10/2026 10:13
TRF	935 HIGHWAY 101 N	High	7/10/2026 9:39
TRF	4TH ST / PONTIAC ST	High	7/10/2026 7:30
AREACK	200 LEMWICK LN	Low	7/9/2026 15:56
TRF	32 CATKIN LP	High	7/9/2026 15:46
TRF	COOLIDGE LN / HIGHWAY 10	High	7/9/2026 15:01
TRF	AQUA VISTA LP / HIGHWAY 1	High	7/9/2026 14:18
TRF	HIGHWAY 101 N / AQUA VIST	High	7/9/2026 13:31
FIR	1074 YACHATS RIVER RD	High	7/9/2026 11:57
TRF	4TH ST / PONTIAC ST	High	7/9/2026 11:56
TRF	HIGHWAY 101 N / W 7TH ST	High	7/9/2026 11:11
TRF	HIGHWAY 101 N / AQUA VIST	High	7/9/2026 10:43
TRF	HIGHWAY 101 N / AQUA VIST	High	7/9/2026 10:23
TRF	500 HIGHWAY 101 N	High	7/2/2026 15:40
TRF	HIGHWAY 101 N / 8TH ST	High	7/2/2026 15:09
TRF	HIGHWAY 101 N / YACHATS F	High	7/2/2026 14:23

TRF	HIGHWAY 101 N / 9TH ST	High	7/2/2026 13:54
TRF	HIGHWAY 101 N / 9TH ST	High	7/2/2026 10:59
FRAUD3	890 HORIZON HILL RD	Medium	7/2/2026 10:27
TRF	231 AQUA VISTA LP	High	7/2/2026 10:00
TRF	HIGHWAY 101 N / KING ST	High	7/2/2026 9:51
AREACK	450 LEMWICK LN	Low	7/2/2026 8:15

NPS03-YACHATS	Field Initiated
NPS03-YACHATS	Field Initiated
NPS03-YACHATS	Phone
NPS03-YACHATS	Field Initiated
NPS03-YACHATS	Field Initiated
NPS03-YACHATS	Field Initiated



City Council Regular Meeting
Meeting Date: August 19, 2026

ITEM TITLE: Lincoln County Sheriff's Report

DISCUSSION/BACKGROUND/ISSUE:

The Cities of Yachats and Waldport have been sharing a full-time sheriff's deputy under a contract for the past two years and will continue to do so for FY 27. This arrangement allows Yachats to have a consistent deputy who builds relationships, gets to know the community's residents, monitors traffic patterns, and enforces speed limits.

FISCAL IMPACT:

Annual part-time contract split with the City of Waldport, \$98,000

RELEVANCE TO 2026 COUNCIL GOALS:

1. Achieve water sustainability
 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. Be 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.
-

PREPARED BY: Bobbi Price, City Manager



City of Yachats

Community Spaces Committee – Summary Minutes

441 Hwy 101 N, Yachats, OR 97498 – Civic Meeting Room 1

July 7, 2026

Work Session 2:02 pm

All members were present:

William Reeves, Lance Bloch, John Pravel, Dan Wright, Adam Altson (chair)

Introduction of Peeta and the Waste Prevention and Material Reduction Initiative

The committee welcomed the City's summer intern, who introduced the Waste Prevention and Material Reduction Initiative focused on reducing marine debris and single-use waste associated with City facilities and community events. The presentation outlined ongoing waste audits at community events and explained that the data collected will be used to develop recommendations and policies to reduce waste generation.

- Overview of the waste audit program and goals to reduce single-use materials.
- Explanation that compostable products are not an effective solution locally because commercial composting is unavailable.
- Emphasis on reducing or eliminating single-use items through reuse whenever possible.
- Review of successful waste reduction efforts during recent Lions Club events, including the use of reusable mugs, dishes, and utensils. • Discussion of ways to encourage renters of the Commons to use the facility's reusable dishware rather than disposable products.
- Consideration of optional services, such as a paid dishwashing or "green event" assistant to support sustainable events.
- Suggestions to partner with organizations such as Job Corps to provide dishwashing assistance during large events.
- Recognition that installation of latches on the Commons trash enclosure has reduced windblown litter.

Wrap-up of the Fourth of July Festivities

The committee reviewed the successes and challenges of the Independence Day celebration.

- Overall event attendance and community participation were viewed positively.
- Additional recycling containers and clearly marked can collection stations were identified as improvements for future events.
- Members discussed opportunities to further reduce event waste through menu planning and improved recycling practices.
- Musical performances were well received, although strong winds created challenges for performers and sound equipment.
- Suggestions included larger stages, temporary wind barriers, or utilizing the renovated pavilion for future performances.
- Members discussed public feedback regarding the lengthy event schedule, noting that families with young children found the day difficult to sustain into the evening.
 - Fireworks enforcement was discussed. Members observed improved enforcement before the official display but expressed concern about continued personal fireworks use immediately afterward. Additional enforcement on the beach after the official display was suggested.

Discussion in Laying Groundwork for YERC (Geotechnical and Archaeological Studies)

The committee received an update on preliminary planning efforts for the **Yachats Events and Recreation Center (YERC)** and discussed considerations that will guide future design work.

- Report on an initial meeting with an architect to begin evaluating conceptual layouts for YERC.
- Discussion centered on whether YERC should primarily function as:
 - a recreation center,
 - an event venue,
 - or a combination of both.
- Members discussed conceptual layouts that included multiple pickleball courts, flexible recreation space, storage, waiting areas, and restroom facilities.
 - Consideration was given to separating recreation functions from entertainment uses to better accommodate each purpose.
- Staff noted that maintaining an event component within YERC may improve eligibility for visitor amenity funding and grants.

- Members emphasized that YERC should serve a broad range of community activities rather than focusing primarily on pickleball.
- Preliminary discussion included archaeological investigations, geotechnical studies, building location, building height, and protection of existing green space.
- Members agreed that defining the building's intended functions should occur before finalizing design concepts.

Brainstorm Activities and Events for YERC

The committee conducted a brainstorming session to identify potential community uses for the future facility.

- Potential recreation uses included pickleball, basketball, fitness classes, weight training, yoga, tai chi, dance, and other indoor recreational opportunities.
- Members discussed opportunities for concerts, community performances, outdoor entertainment, lectures, conventions, vendor fairs, craft fairs, classrooms, youth programming, community meetings, and emergency or tsunami refuge.
- Discussion included flexible building design features, shared-use spaces, storage needs, and the ability to accommodate multiple activities simultaneously.

List of potential uses and features:

1. Large outdoor concerts
2. Small conventions
3. Exercise – multiple types: pickleball, exercise, ping pong, tai chi, etc
4. Vendor fairs / craft fairs
5. Farmers Market
6. Lectures
7. Walls to section off areas
8. Walls that open to outside
9. Roof that opens up
10. Vertical evacuation for tsunamis
11. Solar panels on roof
12. Holes in floor for removable nets
13. Indoor concerts
14. Theatre and plays
15. Kitchen
16. Restrooms (how many?)

- 17.Storage closet
- 18.Loading bay for concerts
- 19.U Shape
- 20.Weddings
- 21.Funerals
- 22.Indoor bounce house
- 23.Swimming Pool

Regular Session **3:14pm**

I. Meeting Called to Order

The regular session was called to order following the conclusion of the work session.

II. Roll Call

Roll call was conducted. A quorum was present.

III. Announcements

No announcements were made.

IV. Public Comment

- A committee member suggested exploring opportunities for a community swimming facility. Discussion included possible acquisition of the Quiet Water pool and courts, liability concerns, operating costs, staffing requirements, long-term maintenance, and whether a year-round community facility would be feasible.

V. Reports

a. Summary Meeting Minutes

- The committee reviewed the previous meeting summary minutes. • Members reported no corrections.
- The committee acknowledged that previously discussed project approvals had been accurately reflected.

b. Commons Report

- The Commons report was received.
- Members discussed ongoing facility operations and event support.

c. Parks Maintenance Report

No report

d. Workgroups Report

- Progress was reported on the Estuary Boardwalk project, including completion of geotechnical investigations and refinement of construction drawings in preparation for bidding.
- Members discussed removing invasive Himalayan blackberry while preserving native willow vegetation along portions of the boardwalk corridor.
- The committee acknowledged installation of new wetland plant identification signs along the boardwalk and expressed appreciation for the collaborative effort to complete the project.

VI. New Business

No new business was presented.

VII. Ongoing Business

a. Pond Restoration Options

- The committee revisited the long-standing issue of vegetation overgrowth in the wetlands behind the Commons, noting that areas which were once open water have become heavily vegetated over the past several years. Members observed that the disappearance of muskrats, which previously helped control aquatic vegetation, may have contributed to the changing conditions.
- Previous discussions and expert input were reviewed. Members noted that dredging had been discouraged because disturbing nutrient-rich sediments could accelerate vegetation growth rather than restore open water. There was general agreement that restoring portions of the open water would improve wildlife habitat, bird viewing opportunities, and the visual character of the wetlands.
- Members reviewed maps and aerial imagery to compare historic and current wetland conditions and discussed the natural water flow through the site. The committee also considered the practical and safety challenges associated with manually removing vegetation because of deep mud and unstable footing.
- Potential restoration strategies included manual vegetation removal, specialized equipment, and the possible reintroduction of muskrats as a natural method of vegetation management. Members also discussed regulatory considerations and the need for additional research before pursuing any specific restoration strategy.
- The committee agreed to continue gathering information and revisit the topic at a future meeting.

VIII. Other Business

a. From Committee

- Members discussed the newly installed wetland plant identification signs and expressed appreciation for the completion of the interpretive signage project.
- Members briefly discussed protecting the signs from vandalism and monitoring their durability.

b. From Staff

No additional staff business was presented.

IX. Adjournment

There being no further business, the meeting was adjourned at **3:52 pm**

CITY OF YACHATS

PUBLIC WORKS AND STREETS COMMITTEE

SUMMARY MINUTES

July 14, 2026

Work Session start time 2:02 pm

GSI Presentation

Suzanne de Szoeki of GSI Water Solutions presented an overview of water conservation efforts applicable to the City of Yachats and the Midcoast region. GSI prepared the City's Water Management and Conservation Plan (WMCP) and Source Water Protection Plans and will be involved in future updates. The presentation reviewed the importance of water conservation on the Midcoast, noting that local water supplies are largely dependent on rainfall and surface water, that summer stream flows are lowest when water demand is generally highest, and that drought and changing climate conditions may increase pressure on water supplies.

The presentation reviewed the City's WMCP, including required conservation measures, water audits, system-wide metering, water-loss analysis, public education, technical and financial assistance, efficient fixtures, water reuse, and tiered water rates. A tiered rate structure was described as a system in which the rate increases when water use exceeds established thresholds. The Committee discussed how tiered rates are structured and whether the higher rate applies only to water used above the threshold.

Leak detection was also discussed. GSI described listening devices and Advanced Metering Infrastructure (AMI) as tools that can assist in identifying leaks and abnormal customer water use. Seal Rock Water District was identified as an example of a water provider using AMI. Public education and outreach to lodging facilities and vacation rentals were discussed as opportunities to increase awareness of the City's summer water constraints.

GSI also reviewed the Midcoast Water Conservation Consortium, a partnership of water providers formed to share knowledge and resources, promote water conservation, and improve regional water-supply resiliency. The Consortium develops public outreach materials, provides water-efficient fixtures and leak-detection tablets, participates in community events, and is developing outreach to lodging providers.

The City's Drinking Water Protection Plan was discussed, including risks associated with wildfire, drought and low flows, climate change, forest management, development,

property management, and aging infrastructure. Strategies include public education, source-water protection, infrastructure management, planning, monitoring, contamination prevention, and watershed restoration. The Midcoast Water Planning Partnership and its regional Water Action Plan were also discussed.

Committee members discussed the relationship between water conservation, future development, and the City's ability to provide dependable water supplies. Particular concern was expressed about the potential effects of additional development and accessory dwelling units, as well as the need to plan for future water demand under changing climate conditions. The Committee also discussed water availability for firefighting and the potential need for additional water storage in the future.

GSI advised that the City's Drinking Water Protection Plan is approaching its five-year update period. Committee members were encouraged to review the existing plan before the update is undertaken.

Committee Members Present Their Trial with Rick's Calculator & Tiered Rates

The Committee continued its discussion of tiered water rates and the City's water-use data. Members discussed the potential conservation benefits of tiered pricing and the need to understand actual customer usage before determining appropriate rate tiers.

The Committee discussed a 12-month customer usage data report prepared by the utility clerk. The data will be sorted to identify natural breaks in consumption and potential thresholds for tiered rates. Members also discussed identifying the City's largest water users and the number of customers with little or no recorded water use.

The existing base rate and the inclusion of two units of water were discussed. The Committee noted that the base was increased to account for two included units, but customer usage data indicates that many properties use little or no water. The relationship between water sales and the financial stability of the water department was also discussed.

Options for Balancing Public Works Budget

The Committee discussed the financial implications of water usage and the need to evaluate the City's rate structure in conjunction with customer usage data. The Committee reviewed the consolidated financial information available through June 30 and noted that revenues were approximately 99.58% of budget.

The Committee requested that the individual water and wastewater financial

information be reviewed in greater detail at a future meeting to determine how each component performed against its budget. The financial report had recently been posted to the City's website.

The agenda identified storm and/or street fees, reducing the current two included units to one or zero, and other options as potential approaches to balancing the Public Works budget. The transcript primarily reflects discussion of the included water units, customer usage, tiered rates, and the financial performance of the water and wastewater functions; no specific action or recommendation regarding a storm or street fee was recorded.

Regular Session

I. Call to Order

The Public Works and Streets Committee meeting was called to order. The Committee proceeded with an abbreviated agenda due to members needing to leave for other events that afternoon.

II. Announcements & Correspondence

The Committee received an update regarding the Fire Department. The Fire Department is undergoing organizational changes, and the new Fire Chief is expected to increase coordination with the City and the community. The Fire Department is also interested in working with the City's Emergency Preparedness Committee.

The Committee was advised that concerns regarding the possible loss of ambulance service were unfounded and that ambulance service would continue to be provided.

III. Citizens' Concerns

The Committee returned to the Citizens' Concerns item near the end of the meeting. One person was present online, but no citizen comments were received.

IV. Reports

a. Meeting Summary

No discussion of the prior meeting summary.

b. Fire Dept Report

The Committee discussed the Fire Department's organizational changes and increased interest in emergency preparedness and coordination with the City. The Committee also discussed the importance of maintaining adequate water reserves for firefighting.

c. Emergency Preparedness Workgroup Report

Supplies for the City's emergency preparedness program had been ordered and delivered. Shelving had been constructed in the Conex, and volunteers were scheduled to begin sorting and distributing supplies among the City's Conex locations.

Testing of the water associated with the emergency preparedness supplies was reported as successful. An additional portable system was ordered for another Conex, with the goal of eventually providing the equipment at all Conex locations. The existing larger system at Radar was reported to remain operational, with a nearby water tank providing an additional potential water source.

The Committee also discussed the proposed placement of an emergency preparedness Conex near the Horizon Hill water tank.

d. Public Works Report

Public Works staff reported that the department had been very busy during June. Water efficiency for June was reported at approximately 92%.

A leak-detection company was scheduled to work with Public Works staff. Two City employees were expected to participate, including one employee assisting with meter-box preparation and another working with City leak-detection equipment. The work was described as both leak detection and staff training.

The Committee also received an update on the new reservoir site. The site had been surveyed, and the geotechnical engineer, excavator, and City staff were scheduled to walk the site. Work was being coordinated for the access road and related improvements, with the goal of completing the geotechnical work before the end of summer.

The Committee discussed the City's water storage and firefighting capacity. The water department maintains substantial reserves in its tanks, particularly during summer, to ensure water is available in the event of fire. Long-term discussion included the possibility of additional elevated storage to improve protection from fire approaching from the east.

The Committee also discussed long-term water supply options, including additional reservoirs, potential use of existing high-elevation areas, water reuse, and other future sources. South Lincoln Water District remains an important backup source. The City's relationship with South Lincoln was reported to be strong, and the existing agreement provides additional water-supply security.

Current stream conditions were discussed. Combined flows from Salmon Creek and Reedy Creek were described as favorable compared with the same period the previous year. The Committee noted that late-season rainfall had contributed to

current conditions.

A request was made for a Boardwalk update at the next meeting. Geotechnical work had recently been completed, and the engineer was expected to provide an update before final architectural drawings were completed.

i. Monthly Speed Data

The monthly speed data report was on hold until the August meeting, consistent with the agenda.

e. PW Finance Report

The Committee reviewed the consolidated financial report through June 30. Total revenue was reported at approximately 99.58% of budget.

Members requested additional review of the individual water and wastewater financial information to determine the performance of each component. The report was available through the City's website, and staff agreed to distribute the consolidated information for review before the next meeting.

V. Current Business

a. Report on CLPUD Street Lighting Information

The CLPUD street lighting report was on hold until the August meeting, consistent with the agenda.

VI. Other Business

a. From Commission

The Committee continued discussion of water-rate structure and customer-use information, with additional analysis of the 12-month usage data anticipated for the next meeting.

b. From Staff

Staff provided updates on the reservoir site, geotechnical work, emergency preparedness, Conex, leak detection, and the City's water supply relationship with South Lincoln Water District.

c. Next Meeting

The next Public Works and Streets Committee meeting was scheduled for **August 11, 2026**.

VII. Adjourn

The meeting was adjourned at 3:23 pm

CITY OF YACHATS

PLANNING COMMISSION WORK SESSION

SUMMARY MINUTES

July 16, 2026 – 10:00 AM

I. Call to Order

Chair Marc Sakamoto called the Planning Commission Work Session to order. Commissioners Sakamoto, Chase, Diamond, Dickinson, Hogan, Aebi, Gosselin (Zoom), and Diamond (Zoom) were present. City staff and others present included City Planner Katherine Guenther and Deputy City Recorder Neal Morphis.

The Commission first discussed feedback received during the community meeting held earlier in the week. Commissioners reported that most public comments focused on setbacks, parking, views, sidewalks, and potential development impacts rather than the proposed design standards.

II. Ongoing Business

a. Review of Design Standards in Draft Code Changes

The Commission reviewed public feedback and continued its examination of the draft design standards.

Front Yard Setbacks and Coastal Setbacks:

The Commission discussed concerns regarding the proposed reduction of the 20-foot front-yard setback, including effects on the perceived width of streets, green space, parking, and neighborhood character. The Commission also discussed coastal setback requirements applicable to certain oceanfront properties, including the requirement for a minimum setback from the top of bluff and the potential for greater setbacks based on geotechnical review. It was noted that the City's shoreline setback provisions should be reviewed to ensure they remain current with applicable state requirements.

Community Meeting and ADUs:

Commissioners reported that the community meeting generated significant interest in ADUs. The Commission discussed the potential for ADUs to provide incremental housing opportunities while allowing individual property owners to make decisions about their own properties. The possibility of creating an ADU program, including guidelines and a potential amnesty or compliance process for existing non-permitted ADUs, was discussed. .

The Commission also discussed the need to address safety issues associated with existing conversions, including egress and fire protection. A possible role for the State

Fire Marshal's Office in reviewing existing situations was mentioned. The Commission discussed whether a policy or guideline could provide a process for bringing certain existing nonconforming uses into compliance.

CC&Rs, HOAs, and HB 2138:

The Commission discussed questions concerning the effect of HB 2138 on private covenants, conditions and restrictions (CC&Rs) and homeowners associations (HOAs). It was emphasized that the City does not enforce private CC&Rs and that the City's land-use decisions are based on the City's municipal code.

Draft Design Standards – General Review:

The Commission reviewed the purpose and organization of the draft design standards. The standards were generally viewed as straightforward and intended primarily to break up the mass of larger residential structures, provide visual interest from the street, reduce excessive pavement, and preserve green space.

The Commission discussed whether certain provisions belonged in the design standards or should instead be located in the City's general development standards.

Triplex Parking and Front-Yard Parking:

The Commission reviewed a triplex driveway and parking diagram and questioned how the diagram relates to the required number of off-street parking spaces. It was noted that the graphic appears to illustrate driveway access rather than all required parking spaces and may need clarification.

The Commission also discussed the City's existing treatment of parking within the front yard setback. It was clarified that a previous code-definition change now allows parking within the setback to count toward required off-street parking, subject to the current code. The Commission noted that this was not a new provision being proposed as part of the current design-standard amendments.

Mixed-Use and Commercial Design Standards:

The Commission discussed the absence of specific commercial design standards and questioned how residential design standards would apply to mixed-use developments containing both commercial and residential uses. A possible clarification was discussed, stating that the residential portion of a mixed-use project would be subject to the applicable residential design standards.

The Commission also discussed whether the City should consider commercial design standards in the future, particularly in connection with the appearance and landscaping of Highway 101 properties. The idea of reviewing the LCDL Model Code for Small Cities and obtaining comparable commercial and mixed-use design standards was raised.

Trash Storage and Accessibility:

The Commission reviewed the proposed trash-storage standards and raised concerns about accessibility for persons with mobility limitations. The configuration of enclosed trash-storage areas, including fencing and access, could present difficulties for some users. The Commission agreed that the issue should be reviewed further, including consideration of applicable accessibility requirements and consultation with the City's garbage service provider regarding practical collection requirements.

Alleys, Streets, and Transportation References:

The Commission discussed provisions referencing alleys, collector streets, and arterial streets. Questions were raised regarding how those classifications apply in Yachats, given the City's existing street network. The City's code definitions for arterial and collector streets were reviewed. The Commission also noted that the draft design standards contain references to transportation conditions that may not currently exist in Yachats and should be reviewed for applicability.

Cottage Cluster Standards:

The Commission discussed the absence of a clear maximum number of cottages that could be established on a cottage-cluster site. The draft provides a minimum lot size and other site and design requirements but does not establish a specific maximum number of cottages. The Commission discussed whether the existing requirements may be sufficient to establish the practical maximum based on the size and configuration of an individual site, parking, common areas, and other requirements.

Design Standards for Detached Single Units and Duplexes:

The Commission reviewed additional design standards provided for detached single dwelling units and duplexes. It was noted that state requirements require detached single-dwelling units and duplexes to be treated the same for purposes of certain design standards. Commissioners expressed concern about applying unnecessary design requirements to single-family homes. A possible approach discussed was limiting any standards applied to both housing types to practical matters such as access, driveways, and parking.

The Commission also discussed the interaction between the draft standards and an existing City provision (9.52.160) allowing garages on steeply sloped lots to be located closer to the front property line. It was suggested that the existing steep-slope exception should be expressly referenced or incorporated into the new standards so that the provisions do not conflict.

Duplexes, R3/R4 Zoning, and Housing Capacity:

The Commission discussed whether duplexes should be allowed in the R-1 zone and the implications of removing or retaining that option. Commissioners considered the limited amount of developable land in Yachats and the City's projected housing needs. The discussion included whether additional density should instead be directed

toward existing R-3 and R-4 properties and whether minimum density requirements should be considered in those zones.

The Commission discussed reviewing the City's actual R-3 and R-4 parcels, including vacant and underdeveloped properties, to determine their potential housing capacity before making broader policy decisions.

Bicycle Standards and Applicability:

The Commission questioned whether the bicycle-related provisions in the draft design standards are appropriate for Yachats, given the City's existing infrastructure and the absence of curbs, gutters, and sidewalks in many areas. The applicability of those provisions was identified for further consideration.

Next Steps:

The Commission identified several items for further review, including corrections to the draft design standards, clarification of parking and driveway diagrams, review of accessibility and trash-storage provisions, review of commercial and mixed-use design standards, clarification of cottage-cluster capacity, and review of the City's R-3 and R-4 land inventory.

The Commission also identified duplexes in the R-1 zone and the potential ADU program as related issues requiring further discussion. The Commission planned to begin the next work session with the ADU discussion.

III. Adjourn

There being no further business, Chair Sakamoto adjourned the work session at 12:17 pm

CITY OF YACHATS

PLANNING COMMISSION WORK SESSION

SUMMARY MINUTES

Friday, July 17, 2026 – 10:00 AM

Civic Meeting Room 1 / Via Zoom

I. Call to Order

Chair Marc Sakamoto called the Planning Commission Work Session to order at 10:00 AM. Commissioners Chase, Diamond, Dickinson, Hogan, Aebi, and Gosselin (Zoom) were present. Also in attendance were City Planner Katherine Guenther, Deputy City Recorder Neal Morphis, and City Manager Bobbi Price.

II. Ongoing Business

a. Review of other ADU guidelines throughout the state

The Commission continued its review of accessory dwelling unit (ADU) regulations and programs used by other Oregon communities. Staff and Commission members reviewed examples from Ashland, Salem, Lincoln County, Florence, Manzanita, Rockaway Beach, Waldport, and Newport. The purpose of the review was to identify approaches that could be adapted for Yachats rather than adopting another jurisdiction's program in its entirety.

Ashland's comprehensive ADU program was discussed. The Commission reviewed its emphasis on smaller units, pre-approved plans, site-plan review, utility connections, and development standards. The Commission also discussed Ashland's approach to system development charges (SDCs), including the possibility of tiering charges according to the size of a structure. Members noted that SDC policy would ultimately be a City Council policy matter and could be considered more broadly for all residential construction rather than being limited to ADUs. The discussion also addressed the substantial upfront and ongoing costs associated with separate water meters and the potential benefit of requiring an ADU to share the primary dwelling's water and sewer connections.

The Commission discussed the importance of distinguishing between increasing the housing supply and specifically creating affordable, workforce, or lower-income housing. Members emphasized that the City's language should be supported by facts. Additional information from other communities regarding the number of ADUs constructed and the actual effect on housing costs was identified as useful follow-up information.

Salem's program was reviewed, including its distinction between an accessory structure or guest space and an ADU, with the presence of a kitchen being a significant distinction.

The Commission also reviewed approaches to ownership and rental use. Members discussed whether an ADU should be prohibited from short-term rental and the related question of whether the primary dwelling could be used as a short-term rental when an ADU is present.

Lincoln County's building requirements and the Small Home Specialty Code were discussed in relation to tiny homes and other small structures. The Commission noted that structures must meet applicable building requirements.

Design standards were discussed extensively. Members considered whether ADUs should be required to resemble the primary dwelling or use matching materials. The Commission recognized that any standards must be clear and objective. The availability of pre-approved plans was discussed as a way to provide affordable and practical choices without imposing subjective design requirements. The Commission also discussed the importance of reviewing applicable state requirements before establishing architectural or material standards.

Waldport's more concise ADU standards were reviewed, including its 900-square-foot/75-percent size limitation, standard setbacks and lot coverage requirements, and prohibition on short-term rentals. Newport's regulations were also reviewed, including its 800-square foot/75-percent size limitation, shared utility connections, off-street parking, ownership restrictions, and exterior-material requirements.

The Commission discussed the distinction between variances and conditional uses. Members noted that a variance addresses an inability to meet a specific development standard, while a conditional use concerns whether a particular use is allowed.

Examples of ADU adoption in other communities were also discussed. Rockaway Beach reported approximately five permitted ADUs since allowing them in 2020. Manzanita indicated that it was too early to evaluate its recently adopted program. Florence reported positive experience with its ADU program and was expected to provide additional information. Ashland's approach to eliminating off-street parking requirements and its use of pre-approved plans were also discussed.

The Commission considered several possible policy approaches for Yachats, ranging from leaving the code unchanged or prohibiting ADUs to establishing a more comprehensive program. Discussion generally favored a measured, accommodation-oriented approach rather than a promotional program.

b. Review of Yachats draft code & guidelines for ADU

The Commission reviewed a draft ADU program guide developed from the regulations and programs reviewed from other communities. The draft was intended to consolidate the information into a shorter, more practical document for Yachats property owners. Members discussed which provisions should be incorporated into the municipal code and which could be included in a program guide or administrative document.

Potential provisions discussed included allowing one ADU per detached single-family dwelling; permitting interior, attached, or detached ADUs; establishing a minimum and maximum size; limiting the maximum size to approximately 800 or 900 square feet or a percentage of the primary dwelling; prohibiting short-term rental of the ADU; addressing parking; establishing height and setback standards; regulating utility connections; providing pre-approved building plans; and providing a site-plan review process with the City Planner.

The Commission discussed whether the ADU maximum should be 800 or 900 square feet. The 1,000-square-foot figure in the current draft was viewed as larger than the sizes generally found in the other jurisdictions reviewed.

The Commission discussed the possibility of allowing an ADU above an existing detached garage and whether an exception, variance, or other mechanism would be appropriate where adding an ADU to the existing garage would exceed the proposed height limit. The parking benefits of allowing an ADU above a garage were also considered, particularly where conversion of an existing garage would otherwise eliminate required parking.

Utility requirements were reviewed, with discussion favoring shared water and wastewater connections with the primary dwelling.

Occupancy standards were discussed in relation to state requirements, building and fire codes, and the potential number of occupants in a small ADU. Members agreed that applicable state and building-code requirements should guide occupancy provisions rather than creating a separate local standard.

The draft program guide also included information for property owners concerning site assessment, parking, trees, drainage and permeability, permits and inspections, utilities, landscaping, financing, property taxes, and rental requirements. The Commission discussed the distinction between providing practical guidance and imposing regulatory requirements. Members supported the concept of providing clear information to applicants and encouraging pre-application review.

The Commission discussed the possibility of providing free or low-cost pre-approved ADU plans, similar to programs in Ashland and Salem. The plans could provide

practical, lower cost options while allowing the City to identify designs appropriate for Yachats. A site-plan process with the City Planner was also viewed as useful to identify applicable setbacks, lot coverage, utilities, and other requirements before an applicant proceeds with a full building permit application.

The Commission then reviewed Cascadia Partners' proposed ADU code language. Members identified provisions that should be reconsidered or removed, including proposed changes to setbacks and certain height provisions. The Commission discussed whether the ADU standards should simply rely on the existing standards for single-family dwellings or provide additional flexibility for properties adding an ADU. A significant portion of the discussion focused on proposed increases in lot coverage associated with increased density. One viewpoint favored maintaining existing lot coverage and setback requirements for ADUs, allowing an ADU only when it can fit within the existing standards. This approach was viewed as more likely to receive community acceptance and would avoid providing a lot-coverage bonus for ADUs.

Other members noted that many Yachats lots are small and that existing homes may already approach the maximum lot coverage. Without additional flexibility, a substantial number of properties might be unable to accommodate an ADU. The potential benefit of increased housing opportunities was weighed against concerns regarding trees, stormwater, drainage, impervious surfaces, and environmental impacts.

The Commission also discussed the relationship between lot coverage and broader proposed code changes affecting duplexes and other forms of increased density. Members recognized that the lot-coverage issue is not limited to ADUs and could therefore require a broader policy discussion. The possibility of addressing impervious surfaces and tree preservation through separate code provisions or a future tree ordinance was discussed.

The Commission agreed that issues involving increased density, lot coverage, setbacks, and related environmental considerations would benefit from additional public discussion and should not be resolved solely during a work session. Members discussed identifying the significant issues remaining for debate and bringing those issues forward during the public hearing and deliberation process before a final recommendation is made to the City Council.

III. Adjourn

The Planning Commission Work Session concluded at 12:01 PM.

**CITY OF YACHATS
PLANNING COMMISSION
Summary Minutes
July 21, 2026 2pm**

Work Session 2:00pm

Roll Call – All members were present: David Diamond, Craig Hogan, Steve Chase, Jolene Gosselin, Marc Sakamoto, Mary Aebi, Loren Dickinson.

Discussion of Proposed Code Amendments

The Planning Commission continued its line-by-line review of the proposed code amendments. The Commission discussed the relationship between affordable/workforce housing and middle housing, including whether changes to lot density and setbacks were necessary to facilitate additional housing. Concerns were raised about increasing density in R1 and R2 zones and reducing setbacks, while others noted that existing lot coverage requirements may be limiting the development of ADUs and other middle housing. The Commission agreed that the broader policy questions should be added to the list for further discussion during a regular meeting when formal motions and votes could be considered.

The Commission continued reviewing proposed regulations for accessory structures. Discussion included the maximum size, lot coverage, and setbacks.

The Commission reviewed proposed changes concerning lot coverage, building height, setbacks, erosion-control requirements, and general exceptions to lot-size requirements. Members discussed the importance of cross-referencing applicable standards so that users of the code can readily identify building height and setback requirements.

The Commission then reviewed proposed changes regarding partitions and subdivisions. Discussion focused on the state requirement for administrative approval where standards are clear and objective, with the Planning Commission serving as an appeal body. Concerns were expressed about maintaining an opportunity for Planning Commission review, but it was clarified that administrative approval of qualifying subdivisions, partitions, and nonconforming uses was identified as a state mandate. The Commission also discussed provisions that would reference state law and existing City public works standards rather than duplicating those requirements in the planning code.

The Commission discussed middle housing land divisions and questioned the proposed exclusion of middle housing from certain drainage, transportation, and infrastructure standards. The Commission agreed that the reason for the exception should be clarified. The proposed use of a general “reviewing body” rather than

specifically naming the Planning Commission was also discussed. The Commission noted that the City should determine which body has final authority for particular types of decisions and that appropriate cross-references should be added. The work session recessed at approximately 2:57 PM and reconvened as the regular meeting at approximately 3:02 PM.

Regular Session

I. Call to Order

Chair Marc Sakamoto reconvened the Planning Commission for its regular meeting at approximately 3:02 PM. The meeting proceeded according to the agenda.

II. Announcements & Correspondence

a. Correspondence Received

The Commission discussed how correspondence received by the City should be considered during the code update process. It was explained that correspondence addressed to the Planning Commission or a Commission member is provided to the Commission as a whole, but that substantive discussion of correspondence would generally occur when the subject matter comes before the Commission for consideration.

Commissioner Jolene Gosselin asked about documents concerning a retaining wall and a related geotechnical report. Staff explained that the City was working on a response.

Additional correspondence supporting separation of the state-required code amendments from the optional amendments was noted and deferred for discussion under the code amendment agenda item.

III. Citizens' Concerns

(Limited to items not on the Agenda; 5-minute limitation per person)

The Commission clarified that public comment during the regular meeting is limited to matters not on the agenda, while comments concerning code amendments and other agenda items may be submitted through correspondence, public meetings, and the eventual public-hearing process. The Commission also discussed clarifying the meeting time on future agendas so that the public understands when public testimony occurs.

A citizen participating remotely thanked the Commission for its work and requested that information provided to the public be transparent, neutral, balanced, and clear about the source of data and any limitations or uncertainties in that data. Another

citizen requested that the City's website more clearly explain meeting times and when public testimony will occur.

Citizens from Aqua Vista discussed concerns about potential changes to zoning, density, and height restrictions. Staff explained that the 15-foot height restriction affecting many Aqua Vista properties is a private deed restriction and would not be changed by a City zoning amendment. The process for requesting a zoning change was also discussed. Any zoning change would ultimately require City Council action and a public hearing.

Additional Aqua Vista concerns focused on density and preserving the existing character of the neighborhood. Staff noted that some properties are subject to private deed restrictions that are more restrictive than City code and offered to arrange another meeting with residents to address remaining questions.

IV. Ongoing Business

a. Discussion of Proposed Code Amendments

The Commission discussed whether the proposed code amendments should be separated into two sets of amendments: state-required changes and optional policy changes. Staff explained that the concept had previously been discussed with the City Attorney and Cascadia Partners. Cascadia Partners' existing scope provides for one ordinance, and separating the amendments would require additional work and potentially an additional fee by Cascadia Partners or the City Attorney.

The Commission discussed the fact that portions of the existing code are no longer enforceable because of changes in state law, but that there was no stated deadline requiring the City to complete all of the proposed amendments by a particular date.

Commission members expressed support for separating state-mandated changes from optional changes, particularly because community members had expressed confusion about the two types of amendments being combined.

The Commission also discussed the difficulty of separating provisions involving clear and objective standards because those requirements occur throughout the code.

Concerns were raised about the cost and technical expertise required to separate the code amendments. The Commission discussed obtaining a cost estimate from Cascadia Partners before deciding whether to proceed with separating the amendments. It was also noted that DLCDC grant funding opportunities could potentially be explored.

The Commission reviewed the distinction between items identified by Cascadia Partners as required and optional.

The Commission ultimately agreed to continue the existing line-by-line review rather

than stopping and restarting the process. Staff will continue compiling issues for later discussion and will seek technical information from Cascadia Partners.

The Commission discussed the anticipated DLCD review process and the importance of continuing work on the draft while that process is pending. Members also noted the value of additional community dialogue opportunities, including planned Zoom meetings concerning the optional issues.

The Commission agreed to continue the line-by-line review while obtaining additional information regarding cost and technical considerations.

V. Reports

a. Commission Chairs' Meeting

No discussion.

b. Planner's Report

The Planner's Report was briefly discussed.

c. Meeting Summary

No discussion.

d. Issues List

No discussion.

VI. Other Business

a. From Commission

No additional business was brought forward.

b. From Staff

Staff recommended scheduling additional Planning Commission work sessions. The Commission agreed that additional work sessions would be useful, particularly to address the remaining clear-and-objective-language provisions and new provisions concerning middle housing and land divisions. Staff also offered to prepare a summary of the requirements contained in Oregon Revised Statutes to assist the Commission's review.

Staff will circulate date options for at least two additional work sessions. *VII. Adjourn*

There being no further business, the meeting was adjourned at 4:03 PM.

CITY OF YACHATS

PLANNING COMMISSION WORK SESSION SUMMARY MINUTES

Monday, July 27, 2026 — 2:00 PM
Civic Meeting Room 1 and Via Zoom

I. Call to Order

Chair Marc Sakamoto called the Planning Commission Work Session to order at 2:00 PM and conducted roll call. All members were present: Commissioners Chase, Diamond, Dickinson, Hogan, Aebi, and Gosselin. Also attending were City Planner Katherine Guenther, Deputy Recorder Neal Morphis, and City Manager Bobbi Price.

II. Ongoing Business

a. Complete the line-by-line review of the proposed code updates

The Commission continued its line-by-line review of the proposed code updates prepared by Cascadia Partners. The Commission also discussed the legal opinion regarding CC&Rs and middle housing.

The Commission reviewed proposed changes to subdivision and partition provisions, including provisions that are already addressed by Oregon Revised Statutes. The Commission discussed the purpose of removing duplicative local requirements where state law now provides clear and objective standards. The Commission also discussed the special circumstances applicable to middle housing land divisions, including the division of a lot containing a duplex or cottage cluster into individual child lots.

The Commission discussed the term “reviewing body” which may refer to the City Planner or designee, Planning Commission, or City Council. Members noted that the draft does not always clearly identify which body should make a decision or hear an appeal.

The Commission reviewed provisions concerning public accessways and noted that phrases such as “when necessary for public convenience and safety” may not provide sufficiently clear and objective standards. The Commission discussed the City’s developing public works design standards and the need to avoid duplicating standards in the land use code.

The Commission discussed the proposed removal of restrictions on double-frontage lots. The Commission requested that the reason the provision was removed by the consultants be confirmed before finalizing the change.

The Commission reviewed parks and open-space provisions, including the proposed requirement for up to five percent of a subdivision to be dedicated for parks or open

space when such areas are identified in the Comprehensive Plan. The Commission discussed the need for the language to be sufficiently specific and agreed that the Comprehensive Plan should be reviewed in the future to determine whether additional identification of important open-space areas is appropriate.

Pedestrian walkway standards were reviewed with particular attention to ADA/ADAAG requirements. Members agreed that the code should expressly recognize applicable ADA/ADAAG requirements and that those requirements should govern where they conflict with local standards.

The Commission reviewed changes to the partition approval process, including the transition from a public-hearing process to an administrative decision with an opportunity for appeal.

The Commission reviewed middle housing land division provisions and discussed whether all the proposed Chapter 9.59 provisions are mandatory for Yachats. The Commission discussed the distinction between allowing middle housing and allowing individual ownership through middle housing land divisions.

The Commission reviewed planned unit development and townhouse planned unit development provisions. Discussion focused on state requirements preventing local governments from reducing otherwise permitted density or lowering applicable height limits through these provisions.

The Commission reviewed manufactured dwelling provisions and discussed the distinction between manufactured dwellings and manufactured homes. Much of the existing local language is being removed because state building and specialty codes now address the applicable construction standards. The Commission also discussed manufactured dwelling parks and the proposed reduction of the minimum land area from two acres to one acre and expansion of locations where such uses must be allowed under state law.

The Commission discussed provisions concerning recreational vehicles, particularly the proposed allowance for RVs and the language permitting connection to sewer systems. Members raised concerns regarding impacts on the City's wastewater system and noted that existing City policy prohibits RVs from being connected directly to sanitary sewer.

The Commission then reviewed provisions concerning affordable housing allowances and bonuses. Members discussed state requirements limiting additional local standards for qualifying affordable housing projects and the proposed density and height bonuses. Particular concern was expressed about provisions that could potentially allow heights substantially above Yachats' existing 30-foot limit. The Commission discussed the importance of ensuring that any bonuses are compatible

with local fire-safety and other health and safety requirements.

The Commission reviewed administrative and enforcement provisions and noted additional numbering and cross-reference corrections needed throughout the draft.

The Commission discussed the distinction between mandatory state-required provisions and optional local provisions. A list of approximately six major optional issues identified by Cascadia Partners was discussed. A highlighted version of the code identifying those optional provisions will be provided to the Commission for review.

Cascadia Partners advised that separating the mandatory and optional provisions into separate documents would take approximately two to three months and cost approximately \$7,500. The Commission discussed whether that work was necessary or whether the Commission could use the highlighted working document to identify and discuss the optional provisions itself.

The Commission discussed the DLCD review process and the 35-day review period. Members concluded that review by DLCD and any work by Cascadia Partners to separate the provisions could proceed in parallel rather than sequentially. The Commission also clarified that DLCD's review is primarily directed toward whether proposed amendments comply with state and federal law and do not introduce prohibited provisions; it is not necessarily an approval of the City's policy choices.

The Commission agreed that the next step should be to work through the identified optional issues and other items requiring further discussion. Items receiving clear consensus could be identified, while matters without consensus could remain in the draft for further consideration during the public hearing process.

The Commission discussed the future Planning Commission and City Council processes. The Planning Commission will make recommendations to City Council following its public hearing process, while City Council will ultimately determine the ordinances to be adopted. The Commission discussed the possibility of dividing the code amendments into multiple ordinances, recognizing that the final decision regarding the number and organization of ordinances rests with City Council.

The Commission agreed that an additional Planning Commission work session should be scheduled to review the highlighted optional provisions and the accumulated list of issues from prior meetings. The materials will include the highlighted code, the Commission's existing list of concerns, and additional notes from the July 27 meeting. Neal Morphis will circulate potential dates and times for the additional work session.

III. Adjourn

The work session concluded at **4:10 PM**.

CITY OF YACHATS

CITY COUNCIL AND FINANCE COMMITTEE WORK SESSION

SUMMARY MINUTES

July 15, 2026 — 11:00 AM

Civic Meeting Room 1 and via Zoom

I. Call to Order

The City Council and Finance Committee Work Session was called to order at 11:00 AM by the Mayor. The purpose of the work session was to continue discussion of the City's Urban Renewal District (URD) with consultant Elaine Howard of Elaine Howard Consulting.

The discussion focused on the remaining maximum indebtedness, future use of urban renewal revenues, and options for continuing the URD.

II. Roll Call

Present were Craig Berdie, Catherine Whitten-Carey, Barry Collins, Nicole Hedlund, Mary Ellen O'Shaughnessey, Paul Kelly, Charlie Bame-Aldred, Douglas Beck, and Lisa Beck, attending remotely. City staff present were City Manager Bobbi Price and Deputy Recorder Neal Morphis.

III. Ongoing Business

a. Urban Renewal District (URD) Discussion

Elaine Howard presented the results of her review of the City's Urban Renewal District financial history and remaining maximum indebtedness. The original maximum indebtedness was \$7,589,800. Based on financial information through fiscal year 2024-25, approximately \$1,355,417 remained. Estimated expenditures of approximately \$600,000 for fiscal year 2025-26 would reduce the remaining amount to approximately \$755,417, and estimated current-year tax increment revenues of approximately \$618,000 would leave approximately \$137,417 available after the current fiscal year. Final figures will be updated when the City's fiscal year 2025-26 financial information is available.

Three primary options were discussed: allowing the existing URD to terminate when the maximum indebtedness is reached; increasing the maximum indebtedness by approximately \$3 million, which could be authorized by the City Council; or seeking concurrence from taxing districts representing 75% of the permanent rate levy to allow a larger increase. Howard explained that the larger increase would require concurrence from Lincoln County and the Lincoln County School District. The amount of an increase

with the required concurrence would not be subject to the same statutory limitation as the approximately \$3 million increase, but the City would need to establish a specific amount.

The financial and political implications of each option were discussed. Termination of the existing URD would eliminate approximately \$600,000 per year in revenue currently available for City projects and debt repayment. Establishing a completely new URD after termination would reset the frozen base and initially generate substantially less revenue; Howard estimated approximately \$25,000 in the first year, with revenues increasing over time. A new URD would also be subject to the statutory limitations on the percentage of City acreage and assessed value included in an urban renewal area.

Howard clarified that the City's existing URD was originally within the statutory 25% limitations, with approximately 19.3% of assessed value and 23.1% of acreage included when the plan was adopted. Because the City is already close to the acreage limitation, there may be limited capacity for establishing a new URD while the existing URD remains in place.

The Committee discussed the importance of the URD revenues to the City's financial condition and capital improvement program. Current urban renewal revenues are used primarily for capital improvement projects and infrastructure-related obligations, including water, wastewater, streets, stormwater, and debt payments. The discussion emphasized the City's significant long-term infrastructure needs, including projects identified in the Water Master Plan, and the potential need to develop additional revenue sources and appropriately structured utility rates.

The City's outstanding debt obligations that are currently supported by urban renewal revenues were also discussed. Howard noted that the existing urban renewal revenues are supporting debt that extends beyond the anticipated expiration of the current URD and that this obligation should be considered when determining the appropriate amount and duration of any extension.

The Committee discussed whether the City should seek a larger increase in maximum indebtedness through concurrence with Lincoln County and the School District. Members expressed concern about the political uncertainty surrounding the Lincoln County Commissioners but also discussed the importance of beginning conversations early. Howard recommended that the City communicate with both Lincoln County and the School District and suggested that an initial discussion could help determine their willingness to support a larger increase.

The financial impact of the existing URD on other taxing districts was reviewed. Howard reported that the Lincoln County General Fund was impacted by approximately \$184,297 in the prior year, with additional impacts to County Extension, Animal Services, and County Transportation, totaling approximately \$200,000. Approximately

\$321,000 that otherwise would have gone to the State School Fund was also identified in connection with the URD. The potential impact on the taxing districts was recognized as an important consideration in discussions regarding an extension.

The Committee discussed developing a project list and financial justification for a larger increase. Members suggested using the City's Water Master Plan and Capital Improvement Program to identify infrastructure projects over a 15- to 20-year period and to incorporate anticipated inflation and increasing infrastructure costs. The project list would provide a basis for demonstrating to the County and School District how the additional urban renewal revenues would be used and the benefits to the City and surrounding area.

There was general consensus to investigate the option of seeking a larger increase in maximum indebtedness through concurrence with the County and School District, while retaining the approximately \$3 million increase as a fallback if the larger increase cannot be supported. Howard confirmed that the two approaches are not mutually exclusive in this manner: the City could pursue the larger increase and, if concurrence is not obtained, scale back to the smaller increase.

The group discussed the need to demonstrate that the City is also pursuing responsible long-term financial planning, including appropriate water and wastewater rates, reserves, and other revenue sources. Members noted that the City's infrastructure needs and long-term financial planning should be incorporated into the City's presentation to the taxing districts.

Next Steps: City staff, with assistance from the Finance Committee as available, will review the Capital Improvement Program and Water Master Plan, identify projects and associated costs, incorporate appropriate inflation assumptions, and develop a narrative and financial justification for a potential URD extension. Staff will also review the original URD plan for guidance in developing the new project justification. The City will begin preliminary discussions with Lincoln County and the Lincoln County School District regarding their potential support for a larger increase in maximum indebtedness. Additional outreach may also occur with appropriate state representatives.

IV. Adjourn

There being no further business, the City Council and Finance Committee Work Session was adjourned at 11:51 am

CITY OF YACHATS

CITY COUNCIL REGULAR MEETING

SUMMARY MINUTES

July 15, 2026

I. Call to Order

Mayor Craig Berdie called the Regular City Council meeting to order at 1:00 pm

II. Roll Call

Council Present: Catherine Whitten-Carey, Barry Collins, Nicole Hedlund, Craig Berdie, MaryEllen O'Shaughnessy.

Staff Present: Bobbi Price, Neal Morphis, Traci Altson.

III. Announcements, Proclamations, and Correspondence

The Mayor reported that the Council had received a significant amount of correspondence, the majority concerning matters currently under consideration by the Planning Commission. Because those issues remain within the Planning Commission's review process, the correspondence was referred to the Commission for consideration as part of its ongoing work.

IV. Public Comment

The Mayor opened the public comment period for items not appearing on the agenda. No members of the public requested to speak either in person or via Zoom.

V. Consent Agenda

The City Manager presented a summary of the monthly staff report and highlighted several significant activities completed during the reporting period, including continued staff support for the Planning Commission's code update process and recent community engagement activities.

The City Manager reported that the City was in the contract-signing phase for MuniRev, a new software system that will assist with vacation rental licensing, transient lodging tax reporting, business licensing, and other revenue collection functions. The system will also assist in identifying potentially unlicensed vacation rentals listed on online rental platforms.

The City Manager attended the Oregon City Managers Association conference and

noted information presented regarding council rules, emergency management, intergovernmental cooperation, community engagement, and volunteerism.

The City Manager also reported that the trolley service had been successful, particularly the partnership with the Cape Perpetua Collaborative and naturalists who rode the trolley. Nearly 400 riders used the trolley over the Fourth of July weekend.

The Council discussed enforcement of personal fireworks during the Fourth of July celebration. Members recognized the efforts of the Sheriff's Office and other public safety personnel but expressed concern that unauthorized fireworks continued at locations where they have occurred in previous years. Suggestions for improving enforcement and monitoring in future years were discussed.

Staff reported improved water-loss efficiency and ongoing efforts to identify and repair leaks. A substantial leak had already been repaired, and American Leak Detection was scheduled to conduct additional work at the end of the month. Staff also planned to meet with Southwest Lincoln County Water PUD (SWLCWPUD) regarding the City's annual summer water-use agreement and the water-system intertie.

The remaining Consent Agenda materials included the Lincoln County Sheriff Contract Report, Commission and Committee meeting summaries, the June City Council meeting summary, financial reports, and the workgroup report. The Council considered the Consent Agenda as presented.

Nicole Hedlund made a motion to approve the Consent Agenda.

Vote: Yes Votes: Catherine Whitten-Carey, Barry Collins, Nicole Hedlund, Craig Berdie, MaryEllen O'Shaughnessy.

No Votes: None

VI. New Business

a. Oregon Department of Fish and Wildlife (ODFW) Wildlife Presentation

The scheduled Oregon Department of Fish and Wildlife Wildlife Presentation was not conducted because ODFW representatives were not present.

b. Local Wetlands Inventory Presentation

Representatives from the Department of State Lands (DSL) and the Department of Land Conservation and Development (DLCD) presented the completed Local Wetlands Inventory (LWI), which was approved by DSL on May 28, 2026. Present by Zoom were Jevra Brown, Jessica Salgado, Amanda Punton, and Hui Rodomsky. The inventory provides the scientific basis for future land use decisions involving wetlands and initiates the next phase of developing a local wetland protection program.

The City is required to notify owners of wetland property.

c. Lincoln County Library District

Representatives from the Lincoln County Library District presented a proposal to integrate the Yachats Library into the District's library system. The proposal would replace the City's current library software with the software used by the integrated library system. Joining the District would provide patrons access to approximately 400,000 additional library materials through the District's shared catalog, while maintaining local library services and staffing.

Council discussed the benefits of joining the district system, including expanded interlibrary loan services, improved technology, access to a larger ebook collection, and potential savings on digital services. The District representatives responded to questions regarding patron library cards, overdue fines, visitor borrowing privileges, implementation costs, and the anticipated transition schedule. The representatives advised that existing patron records would be migrated, current library cards would remain valid, and District staff would assist throughout implementation.

Council agreed to proceed with integrating the Yachats Library into the Lincoln County Library District system and to continue development of the necessary Memorandum of Understanding and implementation process.

Motion: To authorize staff to proceed with the integration of the Yachats Library into the Lincoln County Library District system.

Vote: Yes Votes: Catherine Whitten-Carey, Barry Collins, Nicole Hedlund, Craig Berdie, MaryEllen O'Shaughnessy.

No Votes: None

d. Emergency Preparedness Presentation

Linn West from the Emergency Preparedness Workgroup presented an update on recent accomplishments and ongoing preparedness initiatives. He reported continued progress on the community emergency preparedness program, including placement of emergency

supply Conex containers throughout the community, with an additional container planned for Horizon Hill. He also reported success in recruiting additional volunteers and medical professionals to support emergency response efforts.

Mr. West reported on preparations for the upcoming Emergency Preparedness "Two Weeks Ready" Fair, scheduled for October 3, and discussed ongoing work to improve emergency communications.

Council expressed appreciation for the Commission's continued volunteer efforts and its work to strengthen community resilience.

VII. Ongoing Business

a. Planning Commission Update

The City Manager provided an update on the Planning Commission's ongoing code update project, including the recent community engagement session held on July 14. Staff reported that community participation exceeded expectations, with approximately 143 attendees at an open-house format designed to encourage questions and discussion regarding proposed code amendments. The engagement session generated substantial public input, and staff expressed appreciation for the community's willingness to participate in the process.

The City Manager explained that the primary objective of the event was to educate the public on the proposed code revisions, distinguish between state-mandated requirements and locally proposed changes, and collect feedback before formal public hearings. Discussion stations addressed topics such as accessory dwelling units (ADUs), setbacks, design standards, zoning, and other development standards.

Council discussed the importance of presenting information in a clear and understandable manner so residents can distinguish recommendations from adopted policy and better understand how proposed changes could affect the community. The City Council emphasized the importance of continued outreach, concise summaries of proposed changes, and transparency throughout the Planning Commission's review.

The City Manager noted that additional work sessions were scheduled to continue review of design standards and ADUs before formal public hearings, which were anticipated later in the year.

b. Fourth of July Recap

Nichole Lippincott, Director of the Yachats Chamber of Commerce, reported on the Fourth of July activities, reporting a successful holiday weekend with strong visitor participation and positive community feedback. The Chamber Director reported successful marketing efforts, including several promotional videos that received significant online engagement. The Visitor Center recorded approximately 200 visitors on July 4, and hotels reported 100 percent occupancy throughout the weekend.

The fireworks display was well received and lasted approximately 21 minutes, exceeding the contracted 15-minute duration. The Angell Job Corps provided assistance with crowd safety and maintained the fire line for much of the day and evening.

Discussion identified several opportunities for improvement, such as improving event signage and providing visitors with maps showing event locations and schedules.

Council also discussed parking and traffic circulation near the bridge and beach areas.

The Council discussed traffic congestion following the fireworks display, including reports of vehicles traveling the wrong direction on Ocean View Drive. The Council considered several potential improvements for future years.

The Council also discussed continued concerns regarding unauthorized personal fireworks. The Council recognized the efforts of law enforcement but noted that enforcement remains difficult, particularly after dark. Council discussed the possibility of improving coordination and planning for future events.

VIII. Other Business

a. From the Mayor

The Mayor acknowledged the significant amount of work completed by staff, Council, volunteers, and community partners throughout the month. He expressed appreciation for continued public participation in the Planning Commission code update process and encouraged ongoing community engagement as the project moves forward.

b. From Council

The Council discussed the importance of continued public outreach regarding the Planning Commission's code update process and ensuring information remains clear, factual, and accessible to the public. Council encouraged staff to continue improving communication tools, including concise summaries of proposed code amendments and additional public education opportunities as the project advances.

c. From Staff

The City Manager also introduced the City's summer intern, Peeta Arenas, who will make a presentation at the August meeting on waste reduction.

IX. Adjourn

There being no further business before the Council, the Mayor adjourned the Regular City Council meeting at 4:15 pm

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

Printed: 8/11/2026

Period 01

Fiscal Year 2027

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	\$ 5,068,733.65	\$ -	\$ 5,068,733.65	\$ 5,068,733.65	100.00%	Beginning Balances - Unaudited
304484	Misc Revenue	\$ -	\$ -	\$ 15.00	\$ 15.00	0.00%	
301500	Interest Earned	\$ 240,987.32	\$ -	\$ 15,142.53	\$ 15,142.53	6.28%	Reserve Acct & LGIP Interest
304110	Tax - Property Current	\$ 101,250.57	\$ -	\$ -	\$ -	0.00%	
304120	Tax - Property Past Due	\$ 1,550.00	\$ -	\$ -	\$ -	0.00%	
304210	License Business	\$ 8,000.00	\$ -	\$ 861.93	\$ 861.93	10.77%	
304211	License Vacation Rental	\$ 30,000.00	\$ -	\$ 225.00	\$ 225.00	0.75%	
304221	Franchise Cable	\$ 17,075.23	\$ -	\$ -	\$ -	0.00%	Received Quarterly
304222	Franchise Telephone	\$ 2,800.00	\$ -	\$ -	\$ -	0.00%	Received Annually
304223	Franchise Disposal Services	\$ 25,107.84	\$ -	\$ 4,841.00	\$ 4,841.00	19.28%	Received Quarterly
304224	Franchise Electricity	\$ 75,372.85	\$ -	\$ 5,874.73	\$ 5,874.73	7.79%	Received Monthly
304230	Permits/Filing Fee	\$ 9,225.87	\$ -	\$ 500.00	\$ 500.00	5.42%	
304235	Fines or Liens	\$ 150.09	\$ -	\$ -	\$ -	0.00%	
304240	Tax - Transient Lodging	\$ 1,500,000.00	\$ -	\$ -	\$ -	0.00%	
304245	Tax - Food & Beverage Tax	\$ 500,000.00	\$ -	\$ -	\$ -	0.00%	
304335	Rents or Fees	\$ 33,058.93	\$ -	\$ 4,887.34	\$ 4,887.34	14.78%	
304341	SDC Water Improvements	\$ 19,446.61	\$ -	\$ -	\$ -	0.00%	
304342	SDC Water Reimbursements	\$ 12,749.50	\$ -	\$ -	\$ -	0.00%	
304343	SDC Wastewater Reimbursement	\$ 51,033.65	\$ -	\$ -	\$ -	0.00%	
304344	SDC Storm Drain Improvement	\$ 11,370.99	\$ -	\$ -	\$ -	0.00%	
304435	LID Assessments	\$ 6,286.31	\$ -	\$ -	\$ -	0.00%	
304460	Inventory Sale	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
304462	Merchandise Sales	\$ 400.00	\$ -	\$ -	\$ -	0.00%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
304480	Gifts/Donations	\$ 20,689.08	\$ -	\$ 2,490.80	\$ 2,490.80	12.04%	
304481	Grants	\$ 1,033,676.00	\$ -	\$ -	\$ -	0.00%	
304491	Other Local Resources	\$ 5,886.08	\$ -	\$ -	\$ -	0.00%	
304610	Tax - State Tobacco	\$ 415.82	\$ -	\$ -	\$ -	0.00%	
304620	Tax - State OLCC	\$ 13,790.37	\$ -	\$ -	\$ -	0.00%	
304622	Tax - Marijuana	\$ 21,127.36	\$ -	\$ -	\$ -	0.00%	
304630	State Revenue Share	\$ 16,556.61	\$ -	\$ -	\$ -	0.00%	
304650	Tax - State Highway	\$ 73,179.60	\$ -	\$ -	\$ -	0.00%	
304501	Transfer in South Tnk Debt	\$ 60,000.00	\$ -	\$ -	\$ -	0.00%	
304810	Transfer in URD Admin Reimb	\$ 36,000.00	\$ -	\$ -	\$ -	0.00%	
314861	Transfer in General Fund	\$ 915,000.00	\$ -	\$ -	\$ -	0.00%	
314863	Transfer in Visitor Amenity	\$ 445,000.00	\$ -	\$ -	\$ -	0.00%	
314879	Transfer in SDC	\$ 50,000.00	\$ -	\$ -	\$ -	0.00%	
314883	Transfer in Urban Renewal	\$ 320,000.00	\$ -	\$ -	\$ -	0.00%	
314890	Transfer in Water System	\$ 43,000.00	\$ -	\$ -	\$ -	0.00%	
	REVENUE	\$ 10,769,920.33	\$ -	\$ 5,103,571.98	\$ 5,103,571.98	47.39%	
105101	City Manager	\$ 94,318.00	\$ -	\$ 7,862.45	\$ 7,862.45	8.34%	
105102	Deputy Recorder	\$ 47,669.00	\$ -	\$ 2,990.43	\$ 2,990.43	6.27%	
105103	Bookkeeping/Accounting	\$ 44,586.00	\$ -	\$ 3,845.43	\$ 3,845.43	8.62%	
105104	CIP Coordinator	\$ 29,536.00	\$ -	\$ -	\$ -	0.00%	
105105	Utility Billing Clerk/CSC	\$ 12,516.00	\$ -	\$ 2,212.75	\$ 2,212.75	17.68%	
105108	Planner	\$ 55,910.00	\$ -	\$ 5,525.39	\$ 5,525.39	9.88%	
105109	Administrative Assistant	\$ 54,416.00	\$ -	\$ 3,506.26	\$ 3,506.26	6.44%	
105110	Water Lead	\$ 26,268.00	\$ -	\$ 680.34	\$ 680.34	2.59%	
105111	Wastewater Lead	\$ 17,736.00	\$ -	\$ 1,053.74	\$ 1,053.74	5.94%	
105114	Utility Worker 2	\$ 6,714.00	\$ -	\$ 433.63	\$ 433.63	6.46%	
105115	Community Spaces Coordinator	\$ 56,238.00	\$ -	\$ 4,706.00	\$ 4,706.00	8.37%	
105116	Librarian Part Time	\$ 24,925.00	\$ -	\$ 2,086.07	\$ 2,086.07	8.37%	
105118	Succession Planning w/License	\$ 7,778.00	\$ -	\$ 712.82	\$ 712.82	9.16%	
105119	Code Enforcer/PW	\$ 39,999.00	\$ -	\$ 3,349.32	\$ 3,349.32	8.37%	
105121	Utility Field Foreman	\$ 16,220.00	\$ -	\$ 1,358.98	\$ 1,358.98	8.38%	
105122	Utility Worker 1	\$ 10,312.00	\$ -	\$ 428.42	\$ 428.42	4.15%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
105130	Children's Librarian Part Time	\$ 8,000.00	\$ -	\$ 509.85	\$ 509.85	6.37%	
105140	Fringe Benefits	\$ 66,135.88	\$ -	\$ 2,933.44	\$ 2,933.44	4.44%	
105141	Insurance Benefits	\$ 121,261.78	\$ -	\$ 9,543.38	\$ 9,543.38	7.87%	
105142	Regular PERS System	\$ 126,814.77	\$ -	\$ 9,038.39	\$ 9,038.39	7.13%	
	PERSONNEL	\$ 867,353.43	\$ -	\$ 62,777.09	\$ 62,777.09	7.24%	
205202	Visitor Center Operations	\$ 46,000.00	\$ -	\$ 11,500.00	\$ 11,500.00	25.00%	
205209	Emergency Prep & Public Safety	\$ 15,000.00	\$ -	\$ 292.80	\$ 292.80	1.95%	
205210	Dues & Memberships	\$ 10,000.00	\$ -	\$ 3,078.47	\$ 3,078.47	30.78%	
205214	Marketing (Grants/Prgm/Events)	\$ 255,500.00	\$ -	\$ 62,520.75	\$ 62,520.75	24.47%	
205220	Marketing/Road Sign	\$ 105.00	\$ -	\$ -	\$ -	0.00%	
205222	Insurance	\$ 71,392.64	\$ -	\$ 52,785.99	\$ 52,785.99	73.94%	
205224	Trails Maintenance/Supplies/Services	\$ 7,430.53	\$ -	\$ 29.95	\$ 29.95	0.40%	
205230	Printing (Maps & Signs)	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%	
205240	Office Materials & Supplies	\$ 24,176.78	\$ -	\$ 502.27	\$ 502.27	2.08%	
205241	Computer Equipment and Maint.	\$ 7,000.00	\$ -	\$ -	\$ -	0.00%	
205251	Telephones/Cell Phones/DSL	\$ 13,903.80	\$ -	\$ 986.91	\$ 986.91	7.10%	
205252	Utilities	\$ 14,936.80	\$ -	\$ 1,582.15	\$ 1,582.15	10.59%	
205253	Postage	\$ 3,460.85	\$ -	\$ -	\$ -	0.00%	
205255	Education and Training	\$ 15,500.00	\$ -	\$ 705.00	\$ 705.00	4.55%	
205260	Contract/Professional Services	\$ 162,402.26	\$ -	\$ 9,739.17	\$ 9,739.17	6.00%	
205261	Auditor	\$ 13,000.00	\$ -	\$ -	\$ -	0.00%	
205262	Legal Expense	\$ 85,000.00	\$ -	\$ 43,750.00	\$ 43,750.00	51.47%	
205263	Bank Charges/Credit Card Fees	\$ 4,068.15	\$ -	\$ 768.20	\$ 768.20	18.88%	
205270	Travel	\$ 1,500.00	\$ -	\$ -	\$ -	0.00%	
205282	Software	\$ 40,040.43	\$ -	\$ 12,562.59	\$ 12,562.59	31.37%	
205311	Equipment Lease and Rental	\$ 2,000.00	\$ -	\$ 138.67	\$ 138.67	6.93%	
205312	Equipment Fuel/Tires/Parts	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%	
205313	Equipment Repair	\$ 536.85	\$ -	\$ -	\$ -	0.00%	
205317	Tools and Small Equipment	\$ 6,737.93	\$ -	\$ -	\$ -	0.00%	
205325	Yard Debris Dumpster	\$ 8,672.24	\$ -	\$ 1,025.84	\$ 1,025.84	11.83%	
205330	Building and Land Maintenance	\$ 48,100.00	\$ -	\$ 663.83	\$ 663.83	1.38%	
205335	Custodial Support/Supplies	\$ 39,117.80	\$ -	\$ 3,502.56	\$ 3,502.56	8.95%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205340	Operating Materials & Supplies	\$ 5,000.00	\$ -	\$ 267.60	\$ 267.60	5.35%	
205345	Books and Periodicals/Programs	\$ 11,500.00	\$ -	\$ 583.11	\$ 583.11	5.07%	
205361	Parts	\$ 6,180.00	\$ -	\$ 1,204.00	\$ 1,204.00	19.48%	
205362	Consumables	\$ 10,000.00	\$ -	\$ 98.67	\$ 98.67	0.99%	
205363	Outside Services	\$ 600.00	\$ -	\$ -	\$ -	0.00%	
205367	Storm Drain Parts	\$ 500.00	\$ -	\$ -	\$ -	0.00%	
205411	Street Lighting	\$ 24,199.22	\$ -	\$ 2,066.56	\$ 2,066.56	8.54%	
205421	Parks/Grounds Maintenance	\$ 29,583.59	\$ -	\$ 1,480.48	\$ 1,480.48	5.00%	
205422	Advertising/Legal Notice	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
205438	Lincoln County Program Support	\$ 102,000.00	\$ -	\$ -	\$ -	0.00%	
205439	Comm Support/Beautification	\$ 168,000.00	\$ -	\$ 12,548.50	\$ 12,548.50	7.47%	
205440	Equipment & Furniture	\$ 1,798.47	\$ -	\$ -	\$ -	0.00%	
205470	Equipment Repair/Maintenance	\$ 12,329.20	\$ -	\$ 302.57	\$ 302.57	2.45%	
205474	Mowing	\$ 18,896.32	\$ -	\$ 5,097.28	\$ 5,097.28	26.97%	
205475	Tree Removal/Trimming	\$ 8,294.57	\$ -	\$ 300.00	\$ 300.00	3.62%	
205490	Material and Services	\$ 10,000.00	\$ -	\$ -	\$ -	0.00%	
208000	Operating Contingency	\$ 63,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 1,374,463.43	\$ -	\$ 230,083.92	\$ 230,083.92	16.74%	
217122	Transfer To Library Op/Proj	\$ 75,000.00	\$ -	\$ -	\$ -	0.00%	
217123	Transfer To LLCM	\$ 50,000.00	\$ -	\$ -	\$ -	0.00%	
217124	Transfer To Commons	\$ 175,000.00	\$ -	\$ -	\$ -	0.00%	
217126	Transfer To Capital Reserve	\$ 90,000.00	\$ -	\$ -	\$ -	0.00%	
217127	Transfer To Parks & Trails Op	\$ 55,000.00	\$ -	\$ -	\$ -	0.00%	
217129	Transfer To WW Plant Loan	\$ 60,000.00	\$ -	\$ -	\$ -	0.00%	
217130	Transfer To Wastewater Reserve	\$ 375,000.00	\$ -	\$ -	\$ -	0.00%	
217131	Transfer To Street Reserves	\$ 215,000.00	\$ -	\$ -	\$ -	0.00%	
217133	Transfer To Storm Drains	\$ 30,000.00	\$ -	\$ -	\$ -	0.00%	
217141	Transfer To Storm Drain Res.	\$ 170,000.00	\$ -	\$ -	\$ -	0.00%	
217143	Transfer To LLCM Reserve	\$ 15,000.00	\$ -	\$ -	\$ -	0.00%	
217144	Transfer To Commons Reserve	\$ 400,000.00	\$ -	\$ -	\$ -	0.00%	
	TRANSFERS	\$ 1,710,000.00	\$ -	\$ -	\$ -	0.00%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
407922	Capital Outlay - Improvement	\$ 1,020,000.00	\$ -	\$ 39.99	\$ 39.99	0.00%	
407941	Capital Outlay - Equipment	\$ 31,000.00	\$ -	\$ -	\$ -	0.00%	
407942	Capital Outlay - Buildings	\$ 862,500.00	\$ -	\$ -	\$ -	0.00%	
407947	Capital Outlay- Storm Drains	\$ 843,500.00	\$ -	\$ -	\$ -	0.00%	
	CAPITAL OUTLAY	\$ 2,757,000.00	\$ -	\$ 39.99	\$ 39.99	0.00%	
205720	Interest Expense	\$ 29,000.00	\$ -	\$ -	\$ -	0.00%	
205721	Interest Expense - DEQ	\$ 46,000.00	\$ -	\$ -	\$ -	0.00%	
205722	Loan Fee - DEQ	\$ 7,443.29	\$ -	\$ -	\$ -	0.00%	
207630	Principal Payments	\$ 131,378.51	\$ -	\$ -	\$ -	0.00%	
207631	Principal Payments - DEQ	\$ 409,653.65	\$ -	\$ -	\$ -	0.00%	
	DEBT SERVICES	\$ 623,475.45	\$ -	\$ -	\$ -	0.00%	
	TOTAL EXPENSE	\$ 7,332,292.31	\$ -	\$ 292,901.00	\$ 292,901.00	3.99%	
	NET GAIN/(LOSS)	\$ 3,437,628.02	\$ -	\$ 4,810,670.98	\$ 4,810,670.98	139.94%	

Consolidated Revenue and Expense Statement

Enterprise Fund (660 and 670)

For Period Ended July 31, 2026

Printed: 8/11/2026

Period 01

Fiscal Year 2027

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	\$ 4,136,294.73	\$ -	\$ 4,136,294.73	\$ 4,136,294.73	100.00%	Beginning Balances - Unaudited
301500	Interest Earned	\$ 182,274.26	\$ -	\$ 13,261.42	\$ 13,261.42	7.28%	
304310	Water/Wastewater Services	\$ 2,042,207.56	\$ -	\$ 176,158.33	\$ 176,158.33	8.63%	
304320	Installation Charges	\$ 9,314.14	\$ -	\$ -	\$ -	0.00%	
304335	Rents or Fees	\$ 3,350.05	\$ -	\$ 483.08	\$ 483.08	14.42%	
304481	Grants	\$ 70,000.00	\$ -	\$ -	\$ -	0.00%	
314866	Transfer in Urban Renewal	\$ 200,000.00	\$ -	\$ -	\$ -	0.00%	
314875	Transfer in Water Operations	\$ 250,000.00	\$ -	\$ -	\$ -	0.00%	
314876	Transfer in Wastewater Service	\$ 350,000.00	\$ -	\$ -	\$ -	0.00%	
314878	Transfer in WWater Plant Debt	\$ 200,000.00	\$ -	\$ -	\$ -	0.00%	
314879	Transfer in SDC	\$ 225,000.00	\$ -	\$ -	\$ -	0.00%	
	REVENUE	\$ 7,668,440.74	\$ -	\$ 4,326,197.56	\$ 4,326,197.56	56.42%	
105101	City Manager	\$ 62,898.00	\$ -	\$ 5,241.55	\$ 5,241.55	8.33%	
105102	Deputy Recorder	\$ 31,779.00	\$ -	\$ 2,349.65	\$ 2,349.65	7.39%	
105103	Bookkeeping/Accounting	\$ 29,724.00	\$ -	\$ 2,563.62	\$ 2,563.62	8.62%	
105104	CIP Coordinator	\$ 29,535.00	\$ -	\$ -	\$ -	0.00%	
105105	Utility Billing Clerk/CSC	\$ 50,066.00	\$ -	\$ 4,175.99	\$ 4,175.99	8.34%	
105108	Planner	\$ 13,978.00	\$ -	\$ 1,381.35	\$ 1,381.35	9.88%	
105110	Water Lead	\$ 95,649.00	\$ -	\$ 8,433.85	\$ 8,433.85	8.82%	
105111	Wastewater Lead	\$ 130,320.00	\$ -	\$ 11,399.99	\$ 11,399.99	8.75%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
105114	Utility Worker 2	\$ 72,319.00	\$ -	\$ 5,150.05	\$ 5,150.05	7.12%	
105118	Succession Planning w/License	\$ 86,153.00	\$ -	\$ 6,944.92	\$ 6,944.92	8.06%	
105119	Code Enforcer/PW	\$ 23,950.00	\$ -	\$ 1,870.68	\$ 1,870.68	7.81%	
105121	Utility Field Foreman	\$ 64,993.00	\$ -	\$ 6,011.91	\$ 6,011.91	9.25%	
105122	Utility Worker 1	\$ 44,773.00	\$ -	\$ 3,648.10	\$ 3,648.10	8.15%	
105140	Fringe Benefits	\$ 88,336.44	\$ -	\$ 4,195.84	\$ 4,195.84	4.75%	
105141	Insurance Benefits	\$ 161,950.14	\$ -	\$ 14,177.08	\$ 14,177.08	8.75%	
105142	Regular PERS System	\$ 169,311.51	\$ -	\$ 13,514.70	\$ 13,514.70	7.98%	
	PERSONNEL	\$ 1,155,735.09	\$ -	\$ 91,059.28	\$ 91,059.28	7.88%	
205210	Dues & Memberships	\$ 2,700.00	\$ -	\$ -	\$ -	0.00%	
205211	State Fees	\$ 20,066.30	\$ -	\$ 919.36	\$ 919.36	4.58%	
205212	Fee Expense	\$ 20,210.00	\$ -	\$ 1,721.19	\$ 1,721.19	8.52%	
205222	Insurance	\$ 77,681.10	\$ -	\$ 57,435.54	\$ 57,435.54	73.94%	
205240	Office Materials & Supplies	\$ 16,624.83	\$ -	\$ 1,524.32	\$ 1,524.32	9.17%	
205241	Computer Equipment and Maint.	\$ 3,080.31	\$ -	\$ -	\$ -	0.00%	
205251	Telephones/Cell Phones/DSL	\$ 21,794.47	\$ -	\$ 1,752.82	\$ 1,752.82	8.04%	
205253	Postage	\$ 6,434.21	\$ -	\$ -	\$ -	0.00%	
205255	Education and Training	\$ 19,500.00	\$ -	\$ -	\$ -	0.00%	
205260	Contract/Professional Services	\$ 50,000.00	\$ -	\$ 2,253.33	\$ 2,253.33	4.51%	
205261	Auditor	\$ 26,780.00	\$ -	\$ -	\$ -	0.00%	
205262	Legal	\$ 18,000.00	\$ -	\$ -	\$ -	0.00%	
205282	Software	\$ 47,182.50	\$ -	\$ 25,125.17	\$ 25,125.17	53.25%	
205311	Equipment Lease and Rental	\$ 3,713.98	\$ -	\$ 277.33	\$ 277.33	7.47%	
205312	Equipment Fuel/Tires/Parts	\$ 20,000.00	\$ -	\$ 4,751.72	\$ 4,751.72	23.76%	
205317	Tools and Small Equipment	\$ 6,000.00	\$ -	\$ 2,048.53	\$ 2,048.53	34.14%	
205330	Building and Land Maintenance	\$ 6,562.50	\$ -	\$ -	\$ -	0.00%	
205335	Custodial Support/Supplies	\$ 9,649.21	\$ -	\$ 650.00	\$ 650.00	6.74%	
205342	Plant Utilities	\$ 55,784.97	\$ -	\$ 4,306.05	\$ 4,306.05	7.72%	
205351	Main Plant Parts	\$ 25,273.80	\$ -	\$ 175.74	\$ 175.74	0.70%	
205352	Main Plant Consumables	\$ 40,600.00	\$ -	\$ 3,342.33	\$ 3,342.33	8.23%	

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
205353	Main Plant Outside Services	\$ 60,000.00	\$ -	\$ 12,428.00	\$ 12,428.00	20.71%	
205361	Parts	\$ 68,000.00	\$ -	\$ 8,326.18	\$ 8,326.18	12.24%	
205362	Consumables	\$ 8,639.41	\$ -	\$ -	\$ -	0.00%	
205363	Outside Services	\$ 38,840.43	\$ -	\$ 1,006.80	\$ 1,006.80	2.59%	
205440	Equipment & Furniture	\$ 1,400.71	\$ -	\$ -	\$ -	0.00%	
205470	Equipment Repair/Maintenance	\$ 30,075.89	\$ -	\$ 572.22	\$ 572.22	1.90%	
205474	Mowing	\$ 5,151.80	\$ -	\$ 2,017.00	\$ 2,017.00	39.15%	
205475	Tree Removal/Trimming	\$ 10,000.00	\$ -	\$ -	\$ -	0.00%	
208000	Operating Contingency	\$ 50,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 769,746.42	\$ -	\$ 130,633.63	\$ 130,633.63	16.97%	
217126	Transfer To Capital Reserve	\$ 350,000.00	\$ -	\$ -	\$ -	0.00%	
217134	Transfer To Water Reserve	\$ 250,000.00	\$ -	\$ -	\$ -	0.00%	
217136	Transfer To Debt Services	\$ 43,000.00	\$ -	\$ -	\$ -	0.00%	
	TRANSFERS	\$ 643,000.00	\$ -	\$ -	\$ -	0.00%	
407921	Capital Outlay - Infrastructure Systems	\$ 1,794,000.00	\$ -	\$ -	\$ -	0.00%	
407948	Capital Outlay - Water systems	\$ 1,081,000.00	\$ -	\$ -	\$ -	0.00%	
	CAPITAL OUTLAY	\$ 2,875,000.00	\$ -	\$ -	\$ -	0.00%	
	TOTAL EXPENSE	\$ 5,443,481.51	\$ -	\$ 221,692.91	\$ 221,692.91	4.07%	
	NET GAIN/(LOSS)	\$ 2,224,959.23	\$ -	\$ 4,104,504.65	\$ 4,104,504.65	184.48%	

Consolidated Revenue and Expense Statement

Debt Services Fund (155)

For Period Ended July 31, 2026

Printed: 8/11/2026

Period 01

Fiscal Year 2027

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	Notes
300101	Beginning Balance	\$ 1,402,004.65	\$ -	\$ 1,402,004.65	\$ 1,402,004.65	100.00%	Beginning Balances - Unaudited
301500	Interest Earned	\$ 56,366.42	\$ -	\$ 4,498.67	\$ 4,498.67	7.98%	
304110	Tax - Property Current	\$ 44,877.73	\$ -	\$ -	\$ -	0.00%	
304120	Tax - Property Past Due	\$ 550.00	\$ -	\$ -	\$ -	0.00%	
304245	Tax - Food & Beverage Tax	\$ 500,000.00	\$ -	\$ -	\$ -	0.00%	
304501	Transfer in South Tnk Debt	\$ 60,000.00	\$ -	\$ -	\$ -	0.00%	
314883	Transfer in Urban Renewal	\$ 100,000.00	\$ -	\$ -	\$ -	0.00%	
314890	Transfer in Water System	\$ 43,000.00	\$ -	\$ -	\$ -	0.00%	
	REVENUE	\$ 2,206,798.80	\$ -	\$ 1,406,503.32	\$ 1,406,503.32	63.74%	
217129	Transfer To WW Plant Loan	\$ 60,000.00	\$ -	\$ -	\$ -	0.00%	
217130	Transfer To Wastewater Reserve	\$ 200,000.00	\$ -	\$ -	\$ -	0.00%	
	TRANSFERS	\$ 260,000.00	\$ -	\$ -	\$ -	0.00%	
205720	Interest Expense	\$ 29,000.00	\$ -	\$ -	\$ -	0.00%	
205721	Interest Expense - DEQ	\$ 46,000.00	\$ -	\$ -	\$ -	0.00%	
205722	Loan Fee - DEQ	\$ 7,443.29	\$ -	\$ -	\$ -	0.00%	
207630	Principal Payments	\$ 131,378.51	\$ -	\$ -	\$ -	0.00%	
207631	Principal Payments - DEQ	\$ 409,653.65	\$ -	\$ -	\$ -	0.00%	
	DEBT SERVICES	\$ 623,475.45	\$ -	\$ -	\$ -	0.00%	
	TOTAL EXPENSE	\$ 883,475.45	\$ -	\$ -	\$ -	0.00%	
	NET GAIN/(LOSS)	\$ 1,323,323.35	\$ -	\$ 1,406,503.32	\$ 1,406,503.32	106.29%	

Consolidated Revenue and Expense Statement

Urban Renewal (900)

For Period Ended July 31, 2026

Printed: 8/11/2026

Period 01

Fiscal Year 2027

Acct No	Description	Budget	Prior Period	Current Period	YTD Bal	YTD %	NOTES
300101	Beginning Balance	\$ 215,437.38	\$ -	\$ 215,437.38	\$ 215,437.38	100.00%	Beginning Balances - Unaudited
301500	Interest Earned	\$ 19,498.18	\$ -	\$ 951.12	\$ 951.12	4.88%	
304110	Tax - Property Current	\$ 616,923.76	\$ -	\$ -	\$ -	0.00%	
304120	Tax - Property Past due	\$ 8,127.00	\$ -	\$ -	\$ -	0.00%	
	REVENUE	\$ 859,986.32	\$ -	\$ 216,388.50	\$ 216,388.50	25.16%	
205261	Auditor	\$ 15,000.00	\$ -	\$ -	\$ -	0.00%	
	MATERIALS AND SERVICES	\$ 15,000.00	\$ -	\$ -	\$ -	0.00%	
217130	Transfer To Wastewater Reserve	\$ 200,000.00	\$ -	\$ -	\$ -	0.00%	
217131	Transfer To Street Reserves	\$ 70,000.00	\$ -	\$ -	\$ -	0.00%	
217133	Transfer To Storm Drains	\$ 150,000.00	\$ -	\$ -	\$ -	0.00%	
217137	Transfer To SouthTank Debt	\$ 100,000.00	\$ -	\$ -	\$ -	0.00%	
217140	Transfer To General Fund Admin	\$ 36,000.00	\$ -	\$ -	\$ -	0.00%	
	TRANSFERS	\$ 556,000.00	\$ -	\$ -	\$ -	0.00%	
	TOTAL EXPENSE	\$ 571,000.00	\$ -	\$ -	\$ -	0.00%	
	NET GAIN/(LOSS)	\$ 288,986.32	\$ -	\$ 216,388.50	\$ 216,388.50	74.88%	

City of Yachats
Fund Balance Report

Soft Close #2

		Modified Cash Basis						Better (Worse)			
		FY2022	FY2023	FY2024	FY2025 *	FY2026 **	FY2027**	FY26 VS FY25	FY26 VS FY24	FY26 VS FY23	FY26 VS FY22
		30-Jun-22	30-Jun-23	30-Jun-24	30-Jun-25	30-Jun-26	31-Jul-26				
City Services	100-1010	743,684	895,783	704,922	835,649	835,628	655,861	(21)	130,706	(60,155)	91,944
Commons	100-1020	144,737	133,773	54,788	120,923	81,856	87,547	(39,068)	27,068	(51,917)	(62,881)
LLC & Museum	100-1025	6,148	13,164	18,469	19,866	30,232	30,276	10,367	11,764	17,068	24,085
Library	100-1030	29,547	27,745	6,021	(7,583)	39,239	36,103	46,822	33,218	11,494	9,692
Parks and Trails	100-1035	17,678	24,808	8,243	15,012	10,291	4,213	(4,721)	2,048	(14,518)	(7,387)
Visitor Amenities	100-1045	1,298,211	1,222,104	1,527,617	1,547,223	907,974	794,901	(639,250)	(619,643)	(314,130)	(390,237)
Streets	100-1040	67,073	59,349	67,285	64,215	62,086	38,053	(2,129)	(5,199)	2,737	(4,987)
Storm Drains	100-1050	41,136	19,874	9,753	16,486	21,782	35,503	5,296	12,029	1,908	(19,354)
Water	600-1700	144,671	177,324	224,811	210,792	183,185	119,697	(27,607)	(41,626)	5,861	38,514
WasteWater	670-1800	160,811	201,148	304,715	378,753	393,007	377,513	14,254	88,292	191,859	232,196
Total Operating Funds		2,653,694	2,775,074	2,926,624	3,201,337	2,565,280	2,179,667	(636,056)	(361,344)	272,930	1,216,868
SDC's	160-1605	751,225	814,536	911,099	657,294	539,974	550,531	(117,321)	(371,125)	(274,563)	(211,251)
Revenue Water Bond	155-1200	43,413	43,650	43,907	44,165	44,431	45,237	266	524	781	1,018
Water Gen Obl Bond	155-1218	49,140	51,554	55,324	59,289	65,109	61,449	5,819	9,785	13,555	15,969
South Tank Loan	155-1268	120,268	120,358	120,447	120,537	120,626	120,626	89	179	268	358
WasteWater Loans (2)	155-1276	874,919	909,929	1,101,220	1,155,056	1,215,364	1,179,191	60,308	114,144	305,435	340,445
Urban Renewal	900-9000	290,175	468,968	498,048	360,477	243,769	216,389	(116,708)	(254,279)	(225,199)	(46,406)
Total Restricted Funds		2,129,140	2,408,995	2,730,045	2,396,819	2,229,273	2,173,423	(167,546)	(500,772)	600,905	694,595
City Services Reserves	150-1010	147,935	186,780	231,318	205,983	134,300	137,052	(71,683)	(97,018)	(52,480)	(13,635)
Commons Reserves	150-1020	153,468	161,555	250,056	301,991	304,174	351,595	2,182	54,118	142,618	150,706
LLC & Museum Reserves	150-1025	208,077	194,809	166,185	(69,093)	(12,240)	49,829	56,853	(178,425)	(207,049)	(220,317)
Library Reserves	150-1030	286,775	253,085	479,203	413,262	(69,474)	(7,641)	(482,736)	(548,677)	(322,559)	(356,249)
Parks and Trails Reserves	150-1035	219,407	500,211	441,797	237,923	556,557	551,932	318,635	114,760	56,346	337,151
Streets Reserves	150-1040	101,356	104,557	44,158	37,013	32,624	30,862	(4,389)	(11,534)	(71,933)	(68,732)
Storm Drains Capital	150-1050	70,198	119,311	54,228	50,966	82,249	57,550	31,283	28,020	(37,063)	12,050
Water Reserves	660-1705	1,769,111	1,856,074	2,077,703	2,036,288	2,538,556	2,435,314	502,268	460,853	682,482	769,445
WasteWater Reserves	670-1805	1,034,069	1,060,779	1,417,896	1,318,358	1,393,392	1,171,981	75,034	(24,505)	332,612	359,323
Total Capital Reserves		3,990,394	4,437,163	5,162,544	4,532,690	4,960,136	4,778,474	427,446	(202,408)	1,172,150	1,899,783
Total Fund Balances		8,773,228	9,621,231	10,819,213	10,130,846	9,754,689	9,131,564	(376,157)	(1,064,523)	2,045,985	3,811,245

* FY2025 audit not final

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

DESCRIPTION/VENDOR NAME	YTD FY2027
Cline, Janet Financial Services	3,380.00
LC Lawn Services, LLC	2,900.00
Perez, John	4,325.00
TCB Security Services Inc	180.00
Tiberius Solutions	1,207.50
TOTAL PAID YEAR TO DATE	\$ 11,992.50

FY2027 ANNUAL BUDGET AMOUNT \$ 212,402.26

PERCENTAGE EXPENDED 5.65%



July 2026

Personnel & Materials

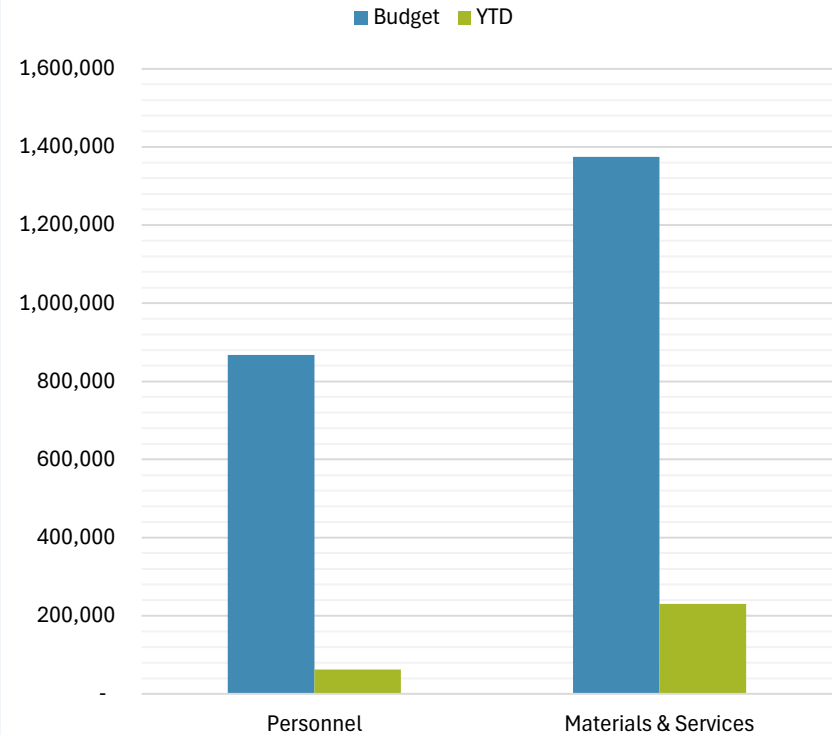
Expenses: Budget vs YTD

(Funds 100, 150, 155, 160)

	Budget	YTD	YTD/Budget
Personnel	867,353	62,777	7%
Materials & Services	1,374,463	230,084	17%

Percentage of Fiscal Year Completed 8.3%

**Personnel, Materials, Services -
Budget vs YTD**





July 2026

Water & Wastewater

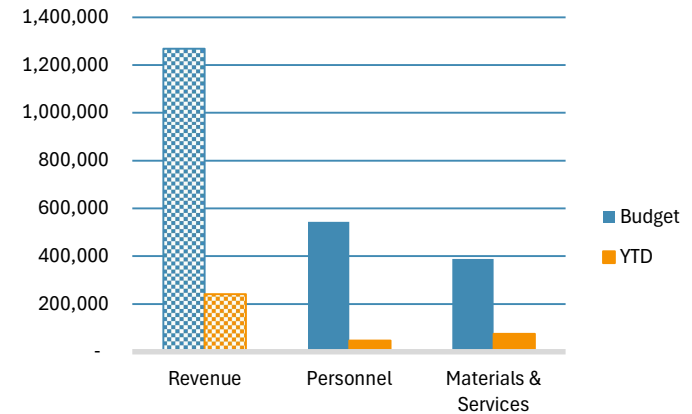
Water Operating Costs

Fund 660

	Budget	YTD	YTD/Budget
Revenue	1,268,958	240,755	19.0%
Personnel	542,639	46,894	8.6%
Materials & Services	388,632	74,164	19.1%

Revenue Budget figure includes beginning balance carry-over

Water - Operating Costs



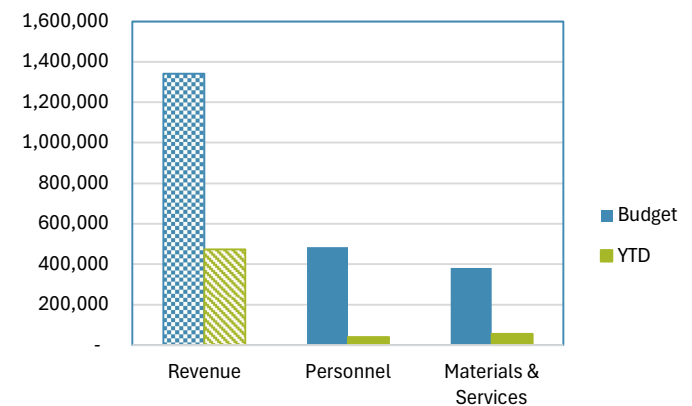
Wastewater Operating Costs

Fund 670

	Budget	YTD	YTD/Budget
Revenue	1,342,031	472,744	35.2%
Personnel	483,841	38,762	8.0%
Materials & Services	381,114	56,470	14.8%

Revenue Budget figure includes beginning balance carry-over

Wastewater - Operating Costs



Percentage of Fiscal Year Completed 8.3%



July 2026

Tax Revenue

Tax Revenue: Budget vs YTD

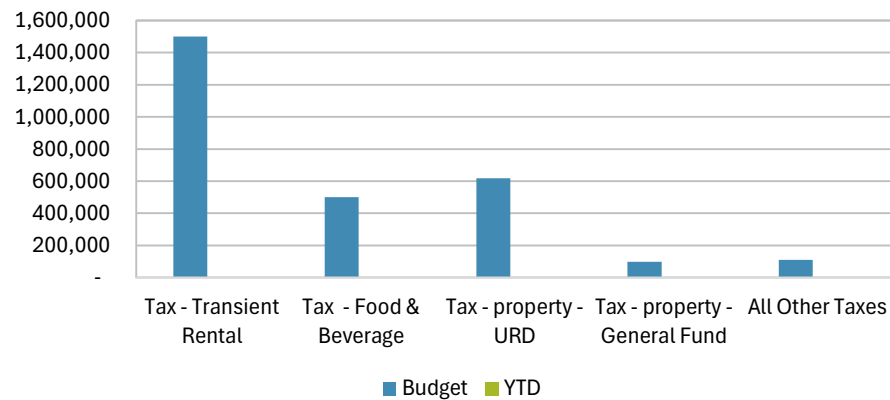
	Budget	YTD	YTD/Budget
Tax - Transient Rental	1,500,000	-	0.0%
Tax - Food & Beverage	500,000	-	0.0%
Tax - property - URD	616,924	-	0.0%
Tax - property - General Fund	97,758	-	0.0%
All Other Taxes	110,063	-	0.0%

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

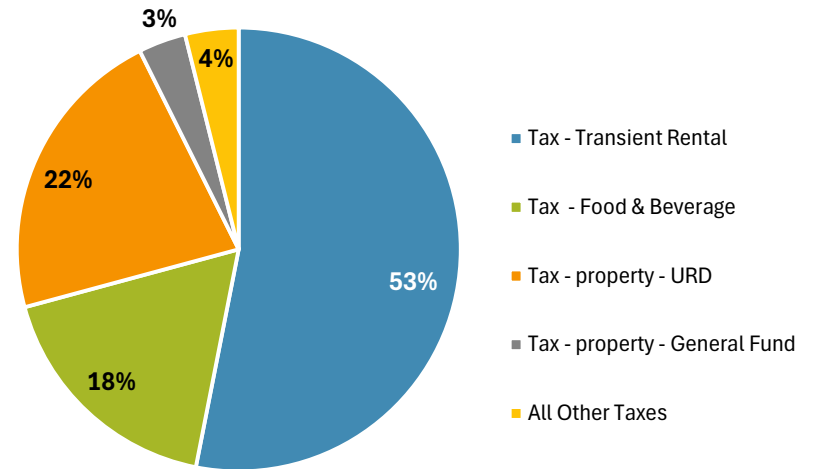
Percentage of Fiscal Year Completed

8.3%

Tax Revenue

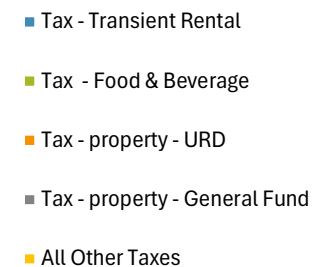


Tax Revenue as Budgeted



Tax Revenue YTD

No tax revenue has been received or recorded for FY27 as of July 31, 2026





July 2026

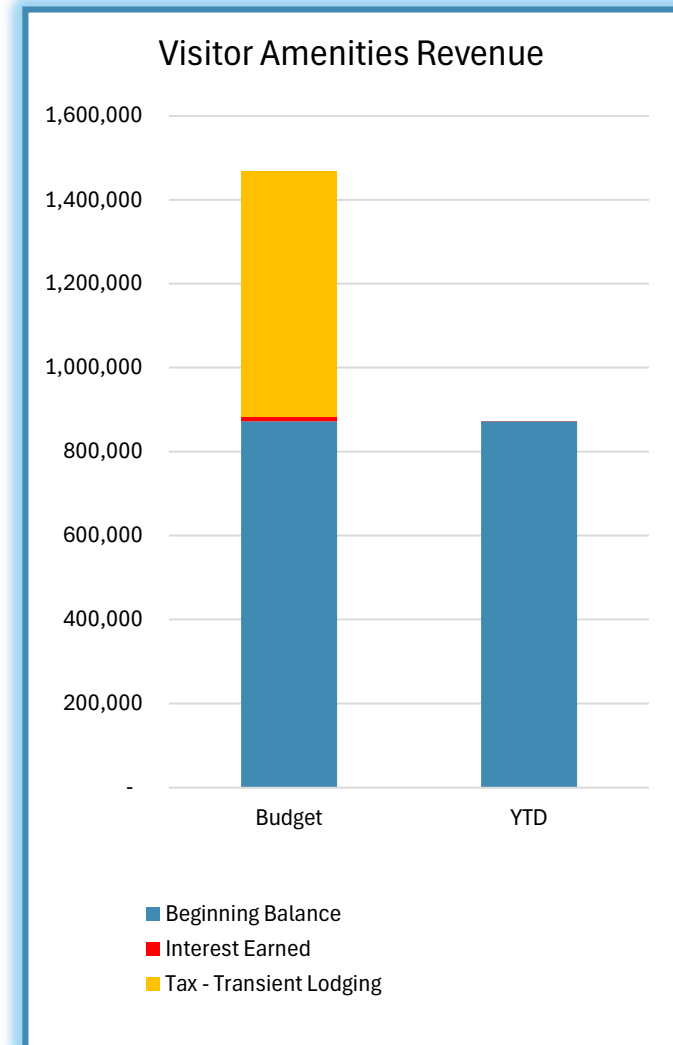
Visitor Amenities

Visitor Amenity

Fund 100-1045

Description	Budget	YTD	YTD/Budget
Beginning Balance	871,801	871,801	100.0%
Interest Earned	12,038	515	4.3%
Tax - Transient Lodging	585,000	-	0.0%
	1,468,839	872,316	59.4%

Percentage of Fiscal Year Completed 8.3%





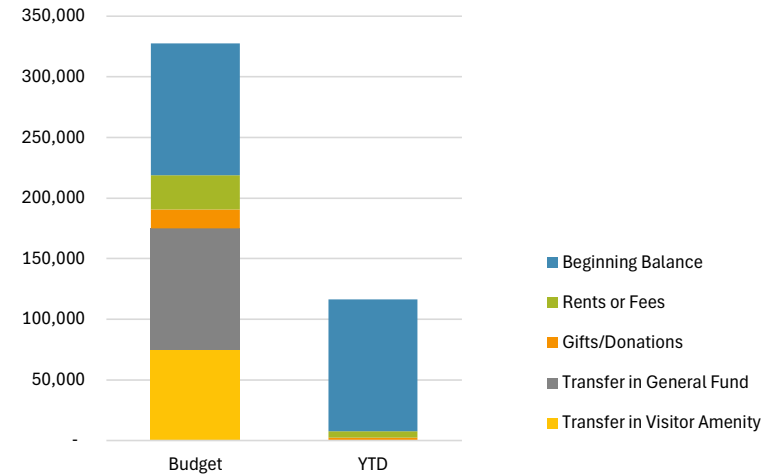
July 2026

Commons Revenue & Expenses

Commons Revenue - Budget vs YTD

	Budget	YTD	YTD/Budget
Beginning Balance	108,873	108,873	100.0%
Rents or Fees	28,059	4,887	17.4%
Gifts/Donations	15,689	2,491	15.9%
Transfer in General Fund	100,000	-	0.0%
Transfer in Visitor Amenity	75,000	-	0.0%
	327,621	116,251	35.5%

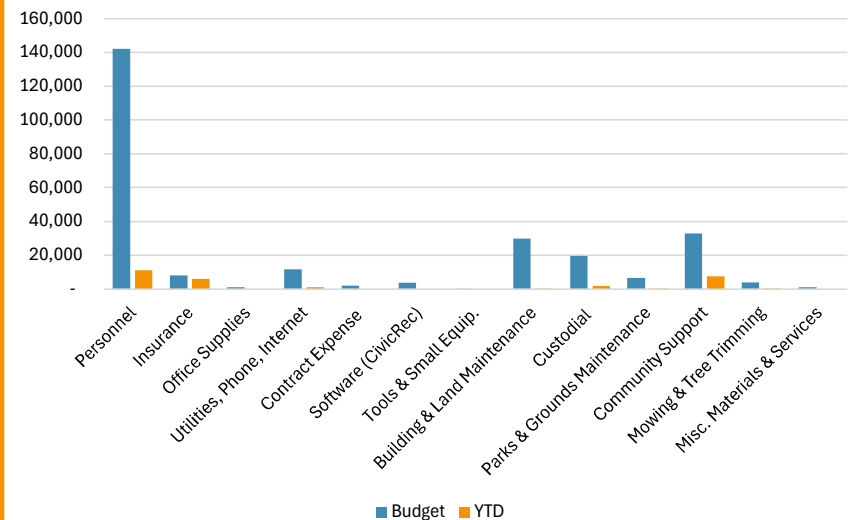
Commons Revenue - Budget vs YTD



Commons Expenses - Budget vs YTD

	Budget	YTD	YTD/Budget
Personnel	142,104	11,154	7.8%
Insurance	8,156	6,031	73.9%
Office Supplies	1,177	-	0.0%
Utilities, Phone, Internet	11,677	1,171	10.0%
Contract Expense	2,000	-	0.0%
Software (CivicRec)	3,727	-	0.0%
Tools & Small Equip.	56	-	0.0%
Building & Land Maintenance	30,000	218	0.7%
Custodial	19,618	1,965	10.0%
Parks & Grounds Maintenance	6,552	386	5.9%
Community Support	33,000	7,500	22.7%
Mowing & Tree Trimming	3,856	281	7.3%
Misc. Materials & Services	1,000	-	0.0%
	262,923	28,704	10.9%

Commons Expenses - Budget vs YTD



Percentage of Fiscal Year Completed 8.3%



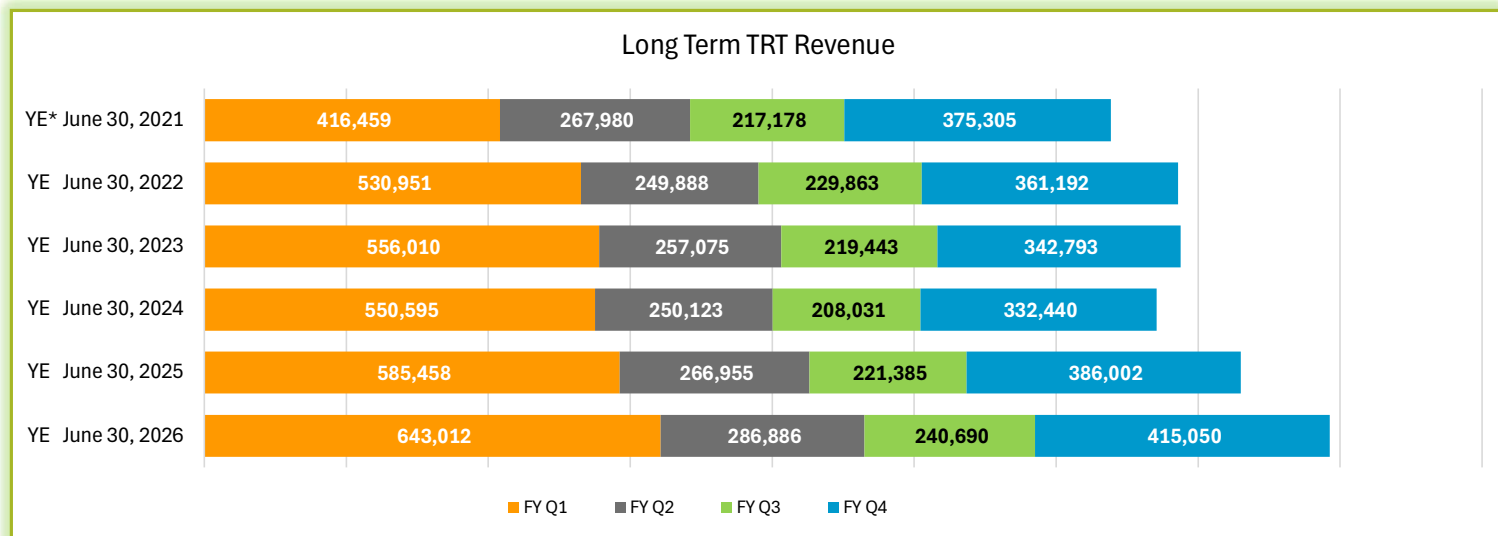
July 2026

Long Term TRT Revenue



	Stays Jul-Sep <i>To be paid in October</i>	Stays Oct-Dec <i>To be paid in January</i>	Stays Jan-Mar <i>To be paid in April</i>	Stays Apr-Jun <i>To be paid in July</i>	
	FY Q1	FY Q2	FY Q3	FY Q4	Full Year
YE* June 30, 2021	416,459	267,980	217,178	375,305	1,276,922
YE June 30, 2022	530,951	249,888	229,863	361,192	1,371,894
YE June 30, 2023	556,010	257,075	219,443	342,793	1,375,321
YE June 30, 2024	550,595	250,123	208,031	332,440	1,341,189
YE June 30, 2025	585,458	266,955	221,385	386,002	1,459,800
YE June 30, 2026	643,012	286,886	240,690	415,050	1,585,638
YE June 30, 2027	-	-	-	-	-

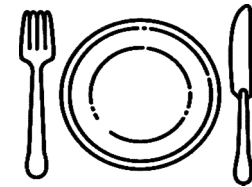
* YE = Year End





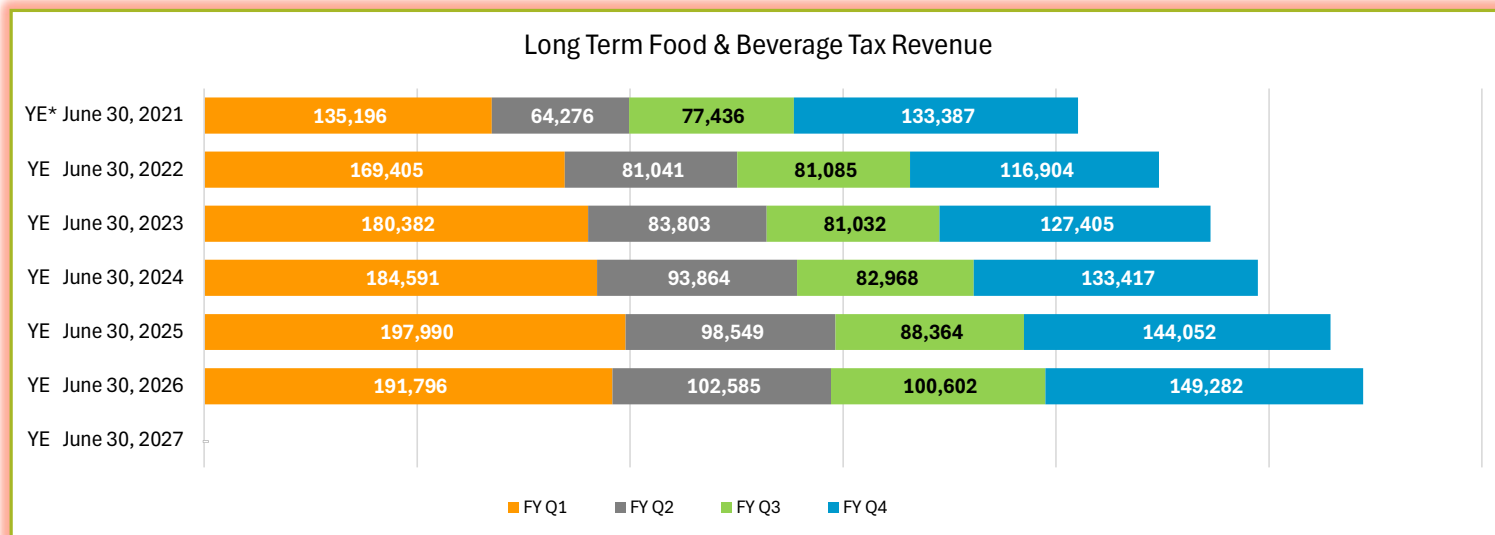
July 2026

Long Term Food & Beverage Tax Revenue



	F&B Tax Jul-Sep <i>To be paid in October</i>	F&B Tax Oct-Dec <i>To be paid in January</i>	F&B Tax Jan-Mar <i>To be paid in April</i>	F&B Tax Apr-Jun <i>To be paid in July</i>	
	FY Q1	FY Q2	FY Q3	FY Q4	Full Year
YE* June 30, 2021	135,196	64,276	77,436	133,387	410,295
YE June 30, 2022	169,405	81,041	81,085	116,904	448,435
YE June 30, 2023	180,382	83,803	81,032	127,405	472,622
YE June 30, 2024	184,591	93,864	82,968	133,417	494,840
YE June 30, 2025	197,990	98,549	88,364	144,052	528,955
YE June 30, 2026	191,796	102,585	100,602	149,282	544,265
YE June 30, 2027	-	-	-	-	-

* YE = Year End





City of Yachats Workgroup Report- July 2026

Workgroup: Trails/YIPS

Report Date: 07/24/2026

Overview of Activities -

- Continued installation of fencing in area S of library
- Continued weeding and trimming of invasive plants in several areas

Requests for Support or Resources

- In several areas, vegetation not impacting trail width is starting to close view and/or make the trail seem tunnel-like (Peace Park path, 804 Trail near 4th to 7th Streets)
- Continuation of aforementioned fencing parallel to the S wall of the library might be nice
- The native plants placed a couple of years ago in Sunset Park North and Sunset Park South do not seem to be doing well. Is it time to consider replanting?

Workgroup: Keeping Yachats Beautiful

Report Date: 7/26/26

Overview of Activities

- Three beds have been adopted

Next Steps and Future Plans

- Would like to start the Christmas tree area, maybe in September after visitors.

Workgroup: Estuary Walkway

Report Date:

Overview of Activities: Geotech was ordered, SHPO application completed and sent, and archaeologist was on site.

-

Progress and Achievements

- Geotech site visit completed. Final report due this week.

- Narratives and photos nearly complete on three interpretive panels

Next Steps

- The report will be submitted to Engineering and the final will be due by the first week of August.
- Then engineering , etc will be submitted to the county planning for permits.
- When permits are received, calls for bids will go out.
- The contractor will be selected by the end of Sept.

Recommendations

- None

Workgroup: Library

Report Date: 07/27/2026

Overview of Activities

- Performing tasks that support the library administrator as needed

Progress and Achievements

- A work group member has been trained to modify catalog records to facilitate the merger of our catalog data with the LCLD catalog database
- A work group member has been assigned to collaborate with the administrator to write the library report in the monthly Yachats newsletter

Group Goals

- Continue to support the library administrator and help with the transition to LCLD membership
- Investigate the needs of the Friends of the Yachats Library in order to help them with processing book donations and sales

Workgroup: Emergency Preparedness

Report Date: 7/23/26

Overview of Activities

- Cemetery Conex: shelving & supplies
- Reviewing Procedures for Emergency Shelter
- Investigating options for notifying public of an Impending Emergency

Progress and Achievements

- Gravel pad for conex on Horizon Hill is in place
 - Mtg with provider 7/24
- Cemetery Conex Shelving completed; '25-'26 ordered supplies came in & have been sorted for distribution
- Multiple commitments for tables at the Oct 2Week Ready Fair

Group Goals

- Distribute '25-'26 supplies in August
- Finalize preparation for 2Week Ready Fair (October 3) early September
 - Need to get publicity going!
- Identify supplies still needed and place partial order by September
- Interest another person or two to join the Workgroup



City Council Regular Meeting
Meeting Date: August 19, 2026

ITEM TITLE: *City of Yachats Social Media Policy*

DISCUSSION/BACKGROUND/ISSUE:

The City of Yachats intends to broaden its social media guidelines. Currently, limited guidance exists in the Council rules and the City Staff Handbook regarding use by personnel or official representatives. This initiative establishes a centralized primary policy that will be cross-referenced in all city administrative documents.

RELEVANCE TO 2026 COUNCIL GOALS:

1. Achieve water sustainability
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. Be 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.

CITY OF YACHATS

DRAFT 8-7-26

DRAFT

ADMINISTRATIVE POLICY NO. XX SOCIAL MEDIA
--

OBJECTIVE

To establish a comprehensive email and social media use policy to guide City employees and representatives, and to manage legal risks, such as violations of public records law and laws protecting freedom of speech.

CONSIDERATIONS

A. It is the policy of City of Yachats (“City”) to conduct its business in a manner that is fair, open, transparent, and consistent with applicable laws, so as to foster public confidence in the City. To this end, the City strives to timely and effectively provide information to the City’s residents, interested parties, and the general public.

B. The City Council (“Council”) finds that the use of social media provides the City with an opportunity to reach a broader audience for purposes of communicating City business. The primary purpose of any City internet website or City-operated online platform is to provide news, announcements, and other public information concerning City business, supplementing the use of traditional means of communication. The Council therefore finds that the City’s use of social media furthers the City’s goal of providing an open and transparent government.

C. Public Records Law Considerations: Emails and social media posts are considered public records if they relate to the City’s business, even when the email or social media post is sent or posted from a private account. For this reason, these public records must be properly retained pursuant to the City’s policies regarding record retention. However, any posted content that is a copy of a City record that exists in another location does not need to be separately preserved, provided that the original content is being retained in compliance with the appropriate City retention schedule.

D. Incoming messages from the public that arrive via a social media account maintained by the City are considered to be correspondence. Notwithstanding, messages that are unrelated to the City’s activities do not need to be retained.

E. The purpose of this policy is to set forth terms and conditions applicable to the use and engagement of City-operated social media, websites, and other digital tools. Accordingly, this Policy is intended to guide the use of social media by the City’s employees and appointed or elected officials. This policy also applies to users of the City’s website and social media platforms.

DEFINITIONS

“Social media.” The City recognizes that social media uses constantly changing technologies and formats, including, without limitation, blogs, photo-sharing, video-sharing, podcasts, social networking, and microblogs. For purposes of this Policy, “social media” refers to activities that integrate technology, social interaction, and content creation, which include, among others, Facebook, Twitter, YouTube, blogs, and other similar apps.

“City social media sites” means any online site maintained by the City for purposes of disseminating information related to City business.

POLICY PROVISIONS

1. **Limitation to City Business.** The City’s social media and other platforms are to be used only for City business, such as news, announcements and other public information releases. Legitimate City business purposes include, without limitation, reaching a broader audience and/or furthering the City’s communication goals. The City will use, operate and maintain City social media sites in a manner consistent with all applicable laws and the provisions of this Policy. To the extent that this Policy conflicts with any applicable law, including but not limited to the Oregon Public Records Law, the City will comply with the applicable law.
2. **No Public Forum.** Because the City’s social media and other platforms have been established for the City’s use, the City’s social media and other platforms do not constitute a public forum and shall not be construed to create a public forum. The City finds it necessary and appropriate to adopt reasonable restrictions on the use of City social media sites. If any City social media site permits users to comment or otherwise post to the site, such comments or content are subject to this Policy. Public comments are considered public information and are subject to monitoring, moderation, and disclosure to third parties. The views expressed in visitor comments are those of the author and do not reflect the official positions of the City. Notwithstanding, the City reserves the right to disable, disallow, or otherwise not permit public comments or posts on City social media sites.
3. **City Manager’s Authority.** The City Manager is authorized to establish, use, operate, manage, maintain, monitor and administer any City social media site on behalf of the City. Subject to the provisions of this Policy, the City Manager has authority to implement, administer, and manage this Policy. The City Manager may promulgate such rules, regulations, procedures or policies as the City Manager deems necessary or appropriate to effectuate the intent of this Policy, to ensure compliance with applicable law, and to protect the secure access to and proper use of the City’s website and any City social media site. The City Manager may also authorize City employees or service providers to access, manage, or use the City’s website and social media accounts on behalf of the City.

4. **City Website.** The City's website will remain the City's primary internet presence. To the extent practicable, the City Manager will ensure that content posted on the City's social media sites will also be accessible on the City's website, with links directing users to the City's website.

5. **Establishment of Social Media Accounts; Disclaimer Notice.**

(a) To the extent possible, all social media accounts shall be created using a City-issued email address. This practice ensures that personal and City communications remain separate and also enables the City and others to determine that the site is legitimately the City's and not a rogue site established with a private email address.

(b) If allowed, each social media site hosting a City account shall contain the following message: "This site is created by the City of Yachats. This site is intended to serve as a mechanism for communication between the public and the City of Yachats on all topics relevant to City business. The City of Yachats reserves the right to remove comments or postings that violate any applicable laws or the City's Social Media Policy, which is available upon request. The City also reserves the right to determine which content is in violation of the City's Social Media Policy. Additionally, the City reserves the right to delete comments after they have been displayed for a period of one month or longer. Postings to this site may be subject to monitoring and disclosure under Oregon Public Records Law. The City of Yachats does not endorse or sponsor any advertising posted by the social media host, and the City does not guarantee the reliability or accuracy of any third-party links."

6. **Social Media Content.** The City will provide social media content that is relevant, concise, and informative to the City's audiences. All content posted on the City's website or social media must be content neutral, noncontroversial, non-discriminatory, and must represent the City in a professional manner. To this end, content shall not include personal opinions of City employees, Councilors, or others authorized to manage the City's social media, and shall also be subject to the prohibitions in Section 8(d) of this Policy.

7. **Public Records.** The City's social media and website, including all content and information contained therein, are subject to applicable laws and the City's obligations under such laws. To the extent required under applicable law, the City will preserve records required to be maintained pursuant to applicable record retention schedule(s), for the required retention period and in a format that preserves the integrity of the original record and is easily accessible.

8. **Public Comments on City Social Media.**

(a) As stated in Section 2, above, the City's social media and other platforms have been established for the City's use and do not constitute a Public Forum.

(b) To avoid any perception of City favoritism, direct links on City social media to corporate, business, or commercial sites are forbidden, as are logos or other forms of promotion. Notwithstanding, the City may permit links to external sites of governmental agencies, non-profit organizations, educational institutions and other non-commercial entities, if providing such link is consistent with City business.

(c) On any City social media site that permits visitors (users) to comment or post on the social media site, the City may, in its sole discretion, remove:

- (1) Comments not topically related to the article being commented upon;
- (2) Comments in support of or opposition to political campaigns or ballot measures; and
- (3) Comments containing profane language or content.

(d) On any City social media site that permits visitors (users) to comment or post on the social media site, and subject to applicable law, the City prohibits any content on the City's website or social media that includes any of the following material:

- (1) Material that promotes the sale and/or use of: tobacco or tobacco-related products (including, without limitation, cigars, cigarettes, vaping, and smokeless tobacco); alcohol and alcohol-related products; or firearms.
- (2) Material that includes any nudity, obscene matter, sexual conduct, or other sexual activity defined in Oregon Revised Statutes (ORS) 167.051 and 167.060.
- (3) Material that is, or that the user reasonably should have known is false, fraudulent, misleading, deceptive, or would constitute a tort of defamation, invasion of privacy, or libel.
- (4) Any material that is an infringement of a copyright, trademark, or service mark.
- (5) Content that promotes or encourages, or appears to promote or encourage, the sale or use of controlled substances.
- (6) Content, or any material contained therein, that promotes or encourages, or appears to promote or encourage, illegal activities or conduct.
- (7) Content that contains or portrays material that is so insulting, degrading, or offensive as to be reasonably foreseeable that it will incite or produce imminent lawless action in the form of retaliation, vandalism, or other breach of public safety, peace, and order.

- (8) Content that is reasonably foreseeable to have an adverse effect or impact on the health, safety, and welfare of any person, or create an unreasonable risk of harm to any person.

The City reserves the right to immediately remove, delete, modify, and/or report to an appropriate governmental agency any content that violates applicable law or this Policy.

9. **Moderation of Comments.** The City Manager will monitor any comments on City social media. City employees will not engage in online dialogue or debate with users of City social media. When appropriate, the City Manager, or an authorized designee, will refer users to the City's official website, will respond to questions by providing basic information to clarify the original post and may direct users to an appropriate City employee. Any post generating debate or controversy should immediately be brought to the City Manager's attention, so that the City Manager may review and respond in such a manner as the City Manager deems appropriate.
10. **Employee Use of Social Media.** This Policy is not intended to restrict or otherwise apply to a City employee's use of personal social media. However, employees representing the City through social media outlets, whether those of the City or those of the employee, must conduct themselves at all times in a manner consistent with this Policy. Employees should be aware that personal use of social media is subject to the following limitations:
 - (1) Employees may not represent themselves as representing the City unless acting in their official capacity as authorized by this Policy or other City directive.
 - (2) Employees creating content related to the City on personal social media outlets must clearly state that such content or viewpoint does not represent those of the City, its employees or its elected officials.
 - (3) Employee conduct on social media sites that violates this Policy may result in disciplinary action up to and including termination.
11. **Use of Social Media by City Representatives (i.e., Councilors and Members of Commissions or Committees).** For purposes of this Section 11, the term "City Representatives" refers to members of the City Council and members of Commissions or Committees that have been established pursuant to the Yachats Municipal Code. A City Representative's use of social media for City business must be consistent with all applicable laws, including, without limitation, ORS Chapter 192. City Representatives are solely responsible for ensuring compliance with applicable laws and this Policy when using social media. City Representatives are expected to use social media in a professional manner and in such a manner that will not damage the reputation of the City. City Representatives creating content on personal social media should clearly state that such content or viewpoint does not represent those of the City, its employees or elected officials, and that such content has been created in the City Representative's individual

capacity.

12. **Applicability to Personal Social Media Accounts.** Except as provided in Sections 10 and 11, above, this Policy does not govern postings or content on social media sites that are not maintained by the City of Yachats.
13. **Amendments.** This Social Media Policy is subject to modification at any time.

City Council Rules

City of Yachats, Oregon

Initially Adopted and Effective March 1, 2005

Amended April 11, 2005

Amended April 6, 2008

Amended June 11, 2008

Amended November 1, 2008

Amended January 3, 2012

Amended March 5, 2013

Amended July 4, 2015

Amended August 1, 2018

Amended December 18, 2019

Amended and Restated September 17, 2025

City Council Rules - City of Yachats, Oregon - Table of Contents

1.0	AUTHORITY AND PURPOSE STATEMENT	5
2.0	CITY COUNCIL COMPOSITION	5
2.1	<i>Council Seats</i>	5
2.2	<i>Vacation of Council Seats</i>	5
2.3	<i>Seating of Elected Officials</i>	5
3.0	MEETINGS OF THE COUNCIL	5
3.1	<i>Meetings to be Public.....</i>	5
3.2	<i>Regular City Council Meetings.....</i>	5
3.3	<i>Special City Council Meetings</i>	6
3.4	<i>Work Session Meetings</i>	6
3.4.1	Examples of Work Sessions Include:	6
3.5	<i>Executive Sessions</i>	6
3.5.1	Attendance at Executive Sessions	6
3.5.2	Media Attendance	6
3.5.3	Final Decision Prohibited	7
4.0	MEETING PROCEDURES	7
4.1	<i>Presiding Officer and Duties</i>	7
4.2	<i>Quorum Requirements</i>	7
4.3	<i>Right of Councilors to be Heard</i>	7
4.3.1	Questioning of Staff	7
4.4	<i>Administrative Staff, City Employees Addressing Council</i>	7
4.5	<i>Public Comment</i>	8
4.5.1	Agenda Item "Public Comment"	8
4.6	<i>Rules of Order</i>	8
4.6.1	Main Motions	8
4.6.2	Ordinary and Special Motions	8
4.6.3	Points of Order	9
4.7	<i>Order of Business</i>	9
4.7.1	Consent Agenda.....	9
4.8	<i>Voting Procedures</i>	9
4.9	<i>Duty to Vote.....</i>	10
4.9.1	Reconsideration of Actions Taken	10
4.9.2	Absentee Voting	10
4.10	<i>Public Hearings</i>	10
5.0	MEETING ORDERLINESS AND BEHAVIOR	10
5.1	<i>Preservation of Order.....</i>	10

5.2 Meeting Decorum	10
5.2.1 Improper Conduct	10
5.2.2 Removal Action.....	11
5.2.3 Vacating Council Chambers	11
5.2.4 Picture Taking and Filming.....	11
5.2.5 Seating Capacity And Safety Requirements.....	11
5.2.6 Flags, Signs and Posters	11
5.3 News Media.....	12
6.0 ANNUAL GOAL SETTING.....	12
6.1 Goal Setting Frequency	12
6.2 Procedures and Objectives	12
7.0 MEETING AGENDA PACKETS.....	12
7.1 Agenda Development.....	12
7.1.1 Councilor Input.....	13
7.1.2 Postponement of Proposed Agenda Item	13
7.1.3 Item Postponement	13
7.1.4 Public Submission of Agenda Topics.....	13
7.1.5 Agenda Additions	13
7.2 Packet Availability	13
7.3 Packet Material	13
8.0 MEETING MINUTES.....	13
8.1 General Format.....	13
8.2 Contents of Minutes.....	14
8.2.1 Executive Sessions	14
8.3 Submission to Council; Approval of Minutes.....	14
8.4 Retention of Minutes	15
8.5 Public Access and Copies	15
8.5.1 Audio Recordings	15
9.0 GUIDELINES AND PROCEDURES FOR COUNCILORS	15
9.1 General Conduct	15
9.2 Record Retention	15
9.2.1 Social Media Postings	16
9.3 Conflict of Interest.....	16
9.3.1 Statement of Economic Interest.....	16
9.4 Legal Advice.....	16
9.5 Communication with Staff.....	16
9.6 Sanctions	17
9.6.1 Initial Response to Infractions	17
9.6.2 Initiation of Sanctioning Process	17
9.6.3 Investigation of Infractions	17

9.7 Confidentiality.....	18
9.7.1 Confidential Documents and Information	18
9.7.2 Confidential Negotiations	18
9.7.3 Authorized Disclosures	18
9.7.4 Sanctions for Disclosures	18
9.8 Expenses and Reimbursement.....	18
9.8.1 Travel	18

1.0 AUTHORITY AND PURPOSE STATEMENT

The Charter of the City of Yachats requires that the Council adopt rules for the governance of its proceedings. The City utilizes the Council-Manager form of government, which combines the political leadership of local elected officials (Mayor and City Council) with the managerial experience of an appointed City Manager. All power and authority to set policy rests with the City Council. The City Council has hired a nonpartisan City Manager who has broad authority to administer, supervise and lead the organization. The following set of rules shall be in effect upon their adoption by the Council and until such time as they are amended or new rules adopted.

2.0 CITY COUNCIL COMPOSITION

2.1 Council Seats

The Council consists of a Mayor and four Councilors. Election of members is governed by the provisions of the City Charter, provided that, in addition to the qualifications for office set forth in the City Charter, a person shall not be deemed to have been elected to office unless the person shall have received a number of votes equal to at least to 5% of the ballots cast by City residents in said election.

2.2 Vacation of Council Seats

Should a Council position become vacant due to resignation, illness, death or other factors, or when an open seat is not filled in a general election, the Council will solicit candidates to fill the remaining term of the open position. The Council will discuss each candidate's qualifications and merits and subsequently vote to select a single candidate. Vote totals will be public. The selected candidate will immediately be sworn in and seated.

2.3 Seating of Elected Officials

Newly elected Councilors and the Mayor are to be sworn in during the first meeting of the year, pursuant to Oregon law.

3.0 MEETINGS OF THE COUNCIL

3.1 Meetings to be Public

The deliberations and proceedings of the Council shall be open to the public, except as state law may provide otherwise (e.g., executive sessions).

3.2 Regular City Council Meetings

The Council shall meet monthly, on a consistent schedule, as determined by a vote of the current Council, in the City Hall Council Chambers or at any other place that the

Council may direct. If a Council meeting date falls on a recognized City holiday, the Council shall set an alternative date, time and place for that meeting.

3.3 Special City Council Meetings

A special meeting is any meeting that is not a regular meeting, work session or executive session. The Mayor, or in the Mayor's absence, the President of the Council, may call a special meeting of the Council. Three (3) Councilors may also call a special meeting by filing a request with the City Manager. Notice of a special meeting shall be given to each member of the Council and to the public at least 24 hours in advance of the meeting. Notice may be given in writing, in person, by telephone or by email. No business other than that, for which a special meeting is called, can be transacted at a special meeting. Binding votes may be taken in a special meeting. Special meetings should be used sparingly.

3.4 Work Session Meetings

Work Session meetings are informal sessions to review upcoming issues, receive reports, conduct goal setting sessions, and for special training purposes. No resolutions shall be adopted in a Work Session.

3.4.1 Examples of Work Sessions Include:

- Staff/Council Discussion. Provide an opportunity for discussion between staff and Council to analyze an issue and receive direction from the Council on how to proceed.
- Information. Receive selected information concerning proposed agenda items.
- Available Data. Establish if enough information has been submitted for the Council to make informed decisions so that, if more information is required, City staff can be advised that additional information is required before the regular meeting.
- Provide the City Manager, Mayor, and Council President with guidance on setting the agenda for future regular meetings.

3.5 Executive Sessions

An executive session (a meeting closed to the public) may be held in accordance with the Oregon Public Meetings Law. The Presiding Officer, or three (3) Councilors, may call any regular, special, or emergency meeting into executive session by citing the specific provision of ORS 192.660 that authorizes the session. Executive sessions may also be separately scheduled pursuant to the requirements for special meetings.

3.5.1 Attendance at Executive Sessions

The Presiding Officer shall determine the persons, other than the Councilors, who may attend an executive session.

3.5.2 Media Attendance

Representatives of the news media shall be allowed to attend executive

sessions, except those called pursuant to the ORS subsection applicable to deliberations with persons designated to carry on labor negotiations. The Presiding Officer shall instruct any media representatives present not to disclose the substance of any discussion during executive session.

3.5.3 Final Decision Prohibited

No final decision shall be made in executive session. To make a final decision, the Presiding Officer shall either call the meeting into open session or place the decision on the agenda of a future open session.

4.0 MEETING PROCEDURES

4.1 Presiding Officer and Duties

The Mayor, or in the absence of the Mayor, the Council President, shall be the Presiding Officer at all meetings. In case of the absence of the Mayor and the Council President, the City Manager shall call the meeting to order and the Council shall elect a Presiding Officer by majority vote. The Presiding Officer shall conduct all meetings, preserve order, enforce the rules of the Council and determine the order and length of discussion on any matter before the Council subject to these rules. The Presiding Officer may debate and vote on any issue.

4.2 Quorum Requirements

The Presiding Officer shall call the meeting to order at the time designated for a scheduled meeting. Except to adjourn, a quorum is necessary to conduct business at any meeting of the City Council. Quorum is defined by the Charter as a majority of the Council members.

4.3 Right of Councilors to be Heard

Every Councilor desiring to speak shall gain the attention of the Presiding Officer by raising his/her hand and, upon recognition by the Presiding Officer, shall confine their remarks to the question under debate. It is recommended that no Councilor speak more than once on the same subject until all Councilors who wish to speak have had the opportunity to do so. The agenda item "Other Business - Council" is the time for Councilors to offer a topic for consideration for a future Council agenda. Councilors should state their concern up front, followed by a brief explanation of why the Council may want to consider the topic at a future meeting.

4.3.1 Questioning of Staff

Councilors desiring to question the administrative staff may direct the inquiry to the Presiding Officer or to the person designated by the Presiding Officer to answer the inquiry during the Council meeting.

4.4 Administrative Staff, City Employees Addressing Council

City administrative staff and other City employees desiring to address the Council shall first be recognized by the Presiding Officer and shall address such remarks to the Presiding Officer. The staff shall respond to questions or comments by the Council or members of the public with permission of the Presiding Officer, and shall do so in a polite, tactful manner.

4.5 Public Comment

There may be an opportunity to speak on scheduled agenda items as the items are announced. An audience member may be recognized by the Presiding Officer by a show of hand and, once recognized, they will be invited to come forward to the podium. A person shall enter into further comment/discussion only after being recognized by the Presiding Officer. After being recognized by the Presiding Officer, the person shall indicate whether they are a resident of the City of Yachats. Audience members are asked to address their comments to the Presiding Officer, avoid personalizing or directing comments to any one or more individuals, try to be succinct and avoid lengthy commentary. Audience members addressing the Council shall be limited to five minutes unless further time is granted by the Presiding Officer. Responses from Councilors should be made after being recognized by the Presiding Officer.

4.5.1 Agenda Item "Public Comment"

The agenda item "Public Comment" provides an opportunity for any member of the public to speak on any topic that is not on the meeting agenda. Such comments shall be limited to five minutes unless further time is granted by the Presiding Officer.

4.6 Rules of Order

The City of Yachats has adopted the latest edition of Modern Parliamentary Procedure by Ray E. Keeseey as its procedural guide for deliberation and decision making, subject to Charter and ordinance provisions.

4.6.1 Main Motions

Main motions such as requests for action, policy changes, appointments, etc., may use the following parliamentary procedure. After a motion has been made, the Presiding Officer may:

- Ask if the motion is understood by the entire Council;
- Invite discussion from the Council;
- Restate the motion in its final form (the minutes taker can repeat the motion);
- Ask for the affirmative vote followed by the negative vote; and
- Announces the result of the voting and add any necessary information to interpret or to affect the decision.

4.6.2 Ordinary and Special Motions

General consent may be used for ordinary and special motions such as:

- to adjourn

- to recess
- to close deliberation
- to postpone
- to refer
- to withdraw, reconsider, or rescind

4.6.3 Points of Order

The Presiding Officer shall determine all points of order, although the Council may vote to override the Presiding Officer on a point of order.

4.7 Order of Business

The recommended order of business of the City Council is as follows. The Mayor or Presiding Officer has authority to adjust the agenda items and order of business.

- Announcements
- Correspondence
- Public Comment
- Consent Agenda: Staff Reports, Council and Commission Minutes, Financial Reports
- Ordinances for Approval
- Resolutions Memorializing Actions Taken by Simple Motion at Previous Meeting
- Resolutions Not Requiring Further Discussion by Council
- Actions Not Requiring Further Discussion by Council and those actions outlined in Council Rules
- Third Party Reports and Presentations
- Public Hearings
- Ongoing Business
- New Business
- Other Business
- From the Council
- From the Staff

4.7.1 Consent Agenda

Prior to the vote on the Consent Agenda, a Councilor may request that one or more items be excluded or amended. The remaining items may then be voted upon as a whole. Items removed from the Consent Agenda will be addressed immediately following the Consent Agenda vote and prior to the next agenda item.

4.8 Voting Procedures

The vote on every motion shall be taken and entered in the meeting minutes. The Council will normally exercise its administrative authority by approving resolutions. Actions adopted by simple motion shall be memorialized by adoption of a resolution at the following meeting. Such resolutions shall be placed on the Consent Agenda.

4.9 Duty to Vote

Except as otherwise provided by law, every Council member shall vote, unless three or more Councilors excuse the member from voting. Any Counselor shall withdraw themselves from consideration of the item being voted on should there exist an ethical concern as described in the Oregon Ethics Rules (which have been summarized by the League of Oregon Cities). If a member is not ready to vote, the member may request additional time to consider their response and the Council may wait.

4.9.1 Reconsideration of Actions Taken

Any Councilor who voted with the majority may move for a reconsideration of an action at the same or the next regular meeting. Once a matter has been reconsidered at the same meeting, no motion for further reconsideration shall be made without the unanimous consent of the Council.

4.9.2 Absentee Voting

The right to vote is limited to those present at the time of the vote. Attendance by electronic means is considered presence.

4.10 Public Hearings

The public hearing procedure shall be followed as set forth in the Municipal Code and any resolutions adopted by the Council. The Presiding Officer may, with approval of the Council, limit the time and number of speakers at each public hearing. In such event, the Presiding Officer shall announce such restriction prior to beginning the hearing.

5.0 MEETING ORDERLINESS AND BEHAVIOR

5.1 Preservation of Order

The Presiding Officer shall preserve order and decorum, discourage attacks on personalities or the impugning of Councilors' motives, and confine Councilor debate to the question under discussion. Persons in attendance at the meeting who become disorderly, abusive, or disruptive may be removed from the meeting. The Presiding Officer may summon the assistance of law enforcement officers or administrative staff to assist in maintaining order and, if an arrest of a person(s) is deemed necessary by the Presiding Officer to restore or maintain order, the Presiding Officer may sign a complaint or citation on behalf of the City.

5.2 Meeting Decorum

Meetings shall be conducted considering the following rules and constraints.

5.2.1 Improper Conduct

The following actions are not condoned by the City Council and may be cause for the Presiding Officer to have the person(s) removed from the Council Chambers. Persons attending via video or telephone connection are subject to the

provisions of this Section.

- Using disruptive language, making loud noise, or conduct which obstructs the work of conducting the Council's business. This includes threatening words or gestures toward anyone in attendance.
- Engaging in violent or distracting action.
- Willful injury to furnishings or the interior of the Council Chambers or other meeting place.
- Refusal to obey any rules of conduct, including the limitations on occupancy and seating capacity.
- Refusal to obey an order of the Presiding Officer or an order issued by a Councilor, which order has been approved by a majority of the Councilors present.

5.2.2 Removal Action

The Presiding Officer shall warn any person(s) whose conduct is described above before taking action to have such person(s) removed.

5.2.3 Vacating Council Chambers

If a meeting is disrupted by members of the audience, the Presiding Officer, or a majority of the Councilors present, may call for a recess until order is restored.

5.2.4 Picture Taking and Filming

Photography and filming in the Council Chambers or other meeting places shall be allowed when permitted by the Presiding Officer.

5.2.5 Seating Capacity And Safety Requirements

The safe occupancy and seating capacity of the Council Chambers, as determined by the Fire Marshal, shall be posted within the Council Chambers. The limitations on occupancy and seating capacity so determined and posted shall be complied with at all times. Aisles shall be kept clear at all times. Members of the audience shall abide by the seating plan in the Chambers and should not move forward of the seating areas unless invited to address and be recognized by the Presiding Officer.

5.2.6 Flags, Signs and Posters

Given limited seating and sight lines in the Council Chambers, flags, posters, signs and placards are not allowed if they obstruct any attendee's sight or auditory access. This restriction shall not apply to arm bands, emblems, badges or other articles worn on personal clothing of individuals, provided that such devices are of such a size and nature as to not interfere with the vision or hearing of other persons at the meeting, and providing that such devices do not extend from the body in a manner likely to cause injury to another.

5.3 News Media

The Council recognizes the important role of the news media in informing the public about the decisions, activities and priorities of government. Accommodation shall be made, where practical, for members of the press at Council meetings so that they may observe and hear proceedings clearly. The terms "news media," "press" and "Representative of the press," for the purpose of these rules, are interchangeable and mean someone who:

- Represents an established channel of communication, such as a newspaper or magazine, radio or television station; and
- Regularly reports on the activities of government or the governing body.

Final decisions on the qualifications of an individual as a representative of the news media shall rest with the Council.

6.0 ANNUAL GOAL SETTING

6.1 Goal Setting Frequency

In each calendar year, the City Council shall hold a public Goal Setting Work Session in conjunction with the appropriate City department heads.

6.2 Procedures and Objectives

Goal setting considerations include as follows:

- Prior to the Goal Setting Work Session, the City shall solicit comments from Commissions, staff, and the community for additions and amendments to City goals.
- The City Council shall consider community strategic needs, review existing goals as they relate to those needs, and revise goals as appropriate.
- Goals may be both short-term (1-5 years) and long-term (5-20 years).
- Adopted goals shall serve as preliminary groundwork for proposed budget recommendations.
- The Council shall set realistic timetables for accomplishing goals after consultation with appropriate Commissions and staff.
- Appropriate Commissions and department heads shall prepare implementation plans for each City Goal Action and written evaluations shall be conducted semi-annually to measure programs.
- At least semi-annually, staff and the Council shall review progress on goals and make adjustments and recommendations as needed.

7.0 MEETING AGENDA PACKETS

7.1 Agenda Development

At least two weeks prior to the next regularly scheduled meeting, the Mayor, Council

President and City Manager will meet to develop the agenda.

7.1.1 Councilor Input

At least one week prior to the meeting, any Councilor may request to have an item placed on the Council agenda.

7.1.2 Postponement of Proposed Agenda Item

Any Councilor may request, if responsible for an agenda item, postponement of the item to another meeting if the Councilor cannot be present at the time the discussion was originally scheduled.

7.1.3 Item Postponement

Any two Councilors may request that an item be postponed to the following meeting. Further postponement requires a majority vote of the Councilors present.

7.1.4 Public Submission of Agenda Topics

Public submission of topics for inclusion on future agendas shall be submitted to the Mayor and/or City Manager.

7.1.5 Agenda Additions

Matters which are not on the agenda may be added after the meeting begins if there is a consensus of the Council to do so. The agenda also allows for "other business" to be discussed at the end of the meeting and, if necessary, action may be taken.

7.2 Packet Availability

Meeting agendas and meeting materials (hereinafter referred to as packets) are public records and will be so maintained and available for public inspection and copying at actual cost. City staff will make every effort to have packets available, physically and electronically, one week before a Council meeting. A complete packet will also be available for audience review during Council meetings.

7.3 Packet Material

The packet shall include materials relevant and in corresponding order to the agenda items.

8.0 MEETING MINUTES

8.1 General Format

All official printed minutes of Council meetings shall comply with Oregon law. While sound and/or video recordings may be made, the printed minutes constitute the official record of Council meetings.

8.2 Contents of Minutes

Minutes shall include:

- The names of Council members and City staff attending the meeting, as well as the names of absent Council members.
- The date, time, and place of the meeting.
- All motions, resolutions, orders, measures and ordinances, whether approved or merely proposed, and the disposition of such motions, resolutions, orders, measures and ordinances.
- The results of all votes taken by the Council and, unless the motion or measure is unanimously approved, the vote of each Council member.
- An outline of the substance of the Council's discussion of any matter.
- A reference to any document discussed at the meeting, subject to public records law.
- The names of members of the public who are invited to address the Council, including a notation of whether the individual is a City resident and the name of the organization, if any, represented by such individual.
- In the case of an emergency meeting, the nature of the emergency that led to the calling of the meeting.

Minutes need not be a verbatim record but shall be sufficient to inform the public of matters discussed and actions proposed or taken.

8.2.1 Executive Sessions

Minutes must also be kept for executive sessions and such minutes shall identify the confidential subject matter that was the basis of the executive session, as set forth in Section 3.5. However, the minutes need not record the details of such confidential matters. If an executive session occurs during a regular Council meeting, the minutes of that regular meeting can satisfy the requirements of this paragraph.

8.3 Submission to Council; Approval of Minutes

After preparation of the draft form by the City Manager or designee, the draft minutes shall be presented to the Council at the next regular meeting. The Council may amend the minutes to more accurately reflect what transpired at a meeting. Before adoption of the Consent Agenda, any Councilor may call for additions or corrections to the minutes and, unless there is disagreement from other Councilors, the motion to approve the Consent Agenda shall include approval of the minutes as amended. The Council may also postpone approval of the minutes, pending review of a transcript (if any) of the relevant portion of the meeting in question. The Council is the final authority regarding the minutes and any amendments thereto. After Council approval, the City Manager shall revise the draft minutes to incorporate any amendments approved by the Council. Under no circumstances shall the minutes be modified following approval by the Council, unless such modification is approved by the Council at a subsequent meeting.

8.4 Retention of Minutes

Council approved minutes shall be kept in a secure location and shall be retained for at least the duration required by Oregon law.

8.5 Public Access and Copies

Minutes of meetings shall be made available to the public within a reasonable time after the minutes have been approved. A copy of the official written minutes shall be available for public inspection at City Hall during office hours. A copy of the minutes shall be available to the public at cost. The City Manager shall from time to time establish a copying charge that is reasonably related to the cost of providing such copies, which calculation may reflect both the City's actual cost of making copies, plus an adjustment based on the time spent by City staff in fulfilling a request for a copy of the minutes.

8.5.1 Audio Recordings

If City staff have made an audio recording of a Council meeting, members of the public shall be allowed to listen to that recording at City Hall during office hours, and shall further be allowed to use their own storage device to make a copy of an audio recording. The City Manager may establish additional reasonable rules and procedures to ensure the preservation of original sound recordings. The City is not required to prepare a transcript of an audio recording, although if the City has prepared a transcript for other purposes, that transcript shall be available to the public, subject to the copying charge applicable to written meeting minutes. The retention period for audio recordings shall be determined by the Council from time to time.

9.0 GUIDELINES AND PROCEDURES FOR COUNCILORS

9.1 General Conduct

- A Councilor should speak only for himself/herself and not for other Councilors, unless authorized to do so by the Council.
- Councilors should avoid personalizing issues so that discussion of matters may remain issue oriented.
- The City will provide Councilors with a City email address to be used for City business.

While Councilors can communicate among themselves via email, those emails should not include a quorum and may not be forwarded to others in a manner which creates a quorum.

9.2 Record Retention

All written notes and drawings made by any Councilor during a public meeting are public records subject to the Oregon Public Records Act, and can be requested by the public.

Such notes and drawings must be made available on request during a Councilor's term of office. At the completion of a term, or annually, all such notes shall be submitted to the City Recorder.

9.2.1 Social Media Postings

~~If a Councilor posts information on a social media account maintained by the City, such postings are subject to the Oregon Public Records Act. This principle also applies to a Councilor's postings on a private account if that account is being used to distribute City information to the public. In such case, the Councilor is responsible for managing and retaining the social media records in the same manner applicable to written notes and drawings.~~

Refer to Administrative Policy No. XX

9.3 Conflict of Interest

Generally, conflicts of interest arise in situations where a Councilor, as a public official deliberating in a quasi-judicial proceeding, has an actual or potential financial interest in the matter before the Council. Under Oregon law, an actual conflict of interest is defined as one that would be to the private financial benefit of the Councilor, a relative or a business with which the Councilor is associated. A potential conflict of interest is one that could be to the private financial benefit of the Councilor, a relative or a business with which the Councilor is associated. For purposes of this Section, a relative means a spouse, child, sibling or parent of the Councilor or the Councilor's spouse. A Councilor must publicly announce potential and actual conflicts of interest and, in the case of an actual conflict of interest, must refrain from participating in debate on the issue and from voting on the issue.

9.3.1 Statement of Economic Interest

Annually, Councilors and Planning Commission members must file a Statement of Economic Interest. The City Recorder shall ensure that any correspondence related to this obligation is sent to Councilors.

9.4 Legal Advice

Use of the City Attorney's time must be authorized by the Mayor, Council President or City Manager. If a Councilor wishes to ask the City Attorney for advice that requires legal research, that request must be approved by a majority of the Council. Before requesting research or advice from the City Attorney, Councilors are encouraged to consult with the City Manager to ascertain whether the question can be answered more cost-effectively by alternate means. (The foregoing sentence does not apply to issues related to the performance of the City Manager.) If the City Attorney provides a written response to a Councilor's inquiry, such response shall be provided to the full Council.

9.5 Communication with Staff

Councilors shall respect the separation between policy making and administration by:

- Refraining from interfering with the day-to-day administration of City business, which is the responsibility of the City Manager.

- Respecting the administrative functions of the City Manager and department heads by refraining from actions which could undermine their authority.
- Not attempting to influence or coerce the City Manager or department heads concerning personnel, purchasing, awarding contracts, selection of consultants, processing of development applications or the granting of City licenses and permits.
- Addressing all formal inquiries and requests for information from staff to the City Manager.
- Limiting individual inquiries and requests for information from staff, contract resources or department heads to those questions that may be answered readily as part of staff's day-to-day responsibilities. Questions of a more complex nature should be directed to the City Manager.
- Councilors should never express concerns about the performance of a City employee or contract resource in public, to the employee or contractor directly, or other City employees, volunteers, Commission members, committee members, or outside agencies. Comments about staff or contractor performance should be made to the City Manager through private correspondence or conversation.
- Nothing in this Section precludes Councilors from obtaining information and asking questions during Council meetings or from evaluating the performance of the City Manager.

9.6 Sanctions

Council members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council. Serious infractions of the Council Rules can lead to other sanctions as deemed appropriate by the Council.

9.6.1 Initial Response to Infractions

Council members should point out to the offending Council member infractions of the Council Rules, indicating the specific infraction(s). If the offending behavior continues, then the matter should be referred to the Mayor in private. If the Mayor is the individual whose actions are being challenged, the matter should be referred to the Council President.

9.6.2 Initiation of Sanctioning Process

The Mayor is responsible for initiating action if a Councilor's behavior warrants sanction. If the Mayor's behavior is in question, then the Council President shall assume that responsibility. If no action is taken by the Mayor or, if applicable, by the Council President, then the alleged violation(s) can be reported to the full Council in a public meeting.

9.6.3 Investigation of Infractions

If there is a question regarding whether a violation of Council Rules has occurred, the issue should be referred to the Mayor, or the Council President if the

Mayor's behavior is in question. The Mayor, or Council President if applicable, should ask the City Manager to investigate the allegation and report the findings to the Mayor or Council President. It is the Mayor's responsibility (or the Council President's, if applicable) to take the next appropriate action. Such action can include, but is not limited to: discussing and counseling the individual regarding the violation(s); recommending sanctions to the full Council for consideration at a public meeting; or forming an ad hoc subcommittee of the Council to review the allegation and results of any investigation, and to recommend sanction options to the full Council.

9.7 Confidentiality

9.7.1 Confidential Documents and Information

In the case of matters that are confidential and not subject to disclosure under the Oregon Open Meetings Act, Councilors shall keep all written materials provided to them in complete confidence to ensure that the City's position is not compromised. No mention of the information read or heard should be made to anyone other than other Councilors, City staff, or the City Attorney.

9.7.2 Confidential Negotiations

If the Council in executive session has provided direction to City staff on proposed terms and conditions for any type of negotiation, whether related to property acquisition or disposal, pending or likely claims or litigation, labor negotiations or personnel matters, all contact with other parties shall be made by designated City staff or other representatives of the City. Unless authorized by the Mayor, Councilors may not have any contact or discussion with any other party or its representative, nor communicate any executive session discussion.

9.7.3 Authorized Disclosures

All public statements, information, or press releases relating to a confidential matter will be handled by staff designated by a majority of the Council.

9.7.4 Sanctions for Disclosures

The Council, by vote, may reprimand or take any other appropriate legal action against a member who discloses a confidential matter.

9.8 Expenses and Reimbursement

Councilors will follow the same rules and procedures for reimbursement as those applicable to City employees, as established by City policy. Councilor expenditures for other than routine reimbursable expenses (e.g., conference registration, travel, etc.) must require advance Council approval according to the purchasing rules that apply Citywide.

9.8.1 Travel

A Council member who will be traveling on City business may make his or her own reservations for travel and lodging in accordance with City policy. Upon request to the City Manager, travel accommodations for Council members will be made by City staff. The City does not reimburse Councilors for expenses incurred by their spouses.



City Council Regular Meeting
Meeting Date: August 19, 2026

ITEM TITLE: Waste Prevention and Material Reduction

DISCUSSION/BACKGROUND/ISSUE:

Through the Oregon Sea Grant OASIS internship, I conducted waste audits at Commons events over the past year to measure single-use plastic use and identify opportunities to reduce it. I found that the Commons generates an estimated 34,255 single-use plastic items annually (cups, plates, and utensils), costing renters roughly \$3,350 per year, or about \$49 per event. Reusable dishware and a dishwasher are already available on-site but are underused because renters aren't aware of them. I'm presenting recommendations to increase the use of these existing resources and reduce plastic waste entering local waterways.

FISCAL IMPACT:

Recommendations range from low-cost to moderate one-time investments: a soap pump for the dishwasher (\$450–\$1,100) and an electric dish dryer (\$4,734–\$15,722), both with minimal ongoing utility costs (est. \$175/year combined). Additional recommendations, a renter plastic fee and optional paid cleanup staffing, are designed to be self-funding or revenue-generating rather than a net cost to the City.

RELEVANCE TO 2026 COUNCIL GOALS:

1. Achieve water sustainability
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. Be 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.

PREPARED BY:

Peeta Galicia, OASIS Intern



Waste Prevention and Material Reduction

Event Overview in the Commons

Events (June 2025 -2026)
87 events

Served Food
68

Attendees
10,542

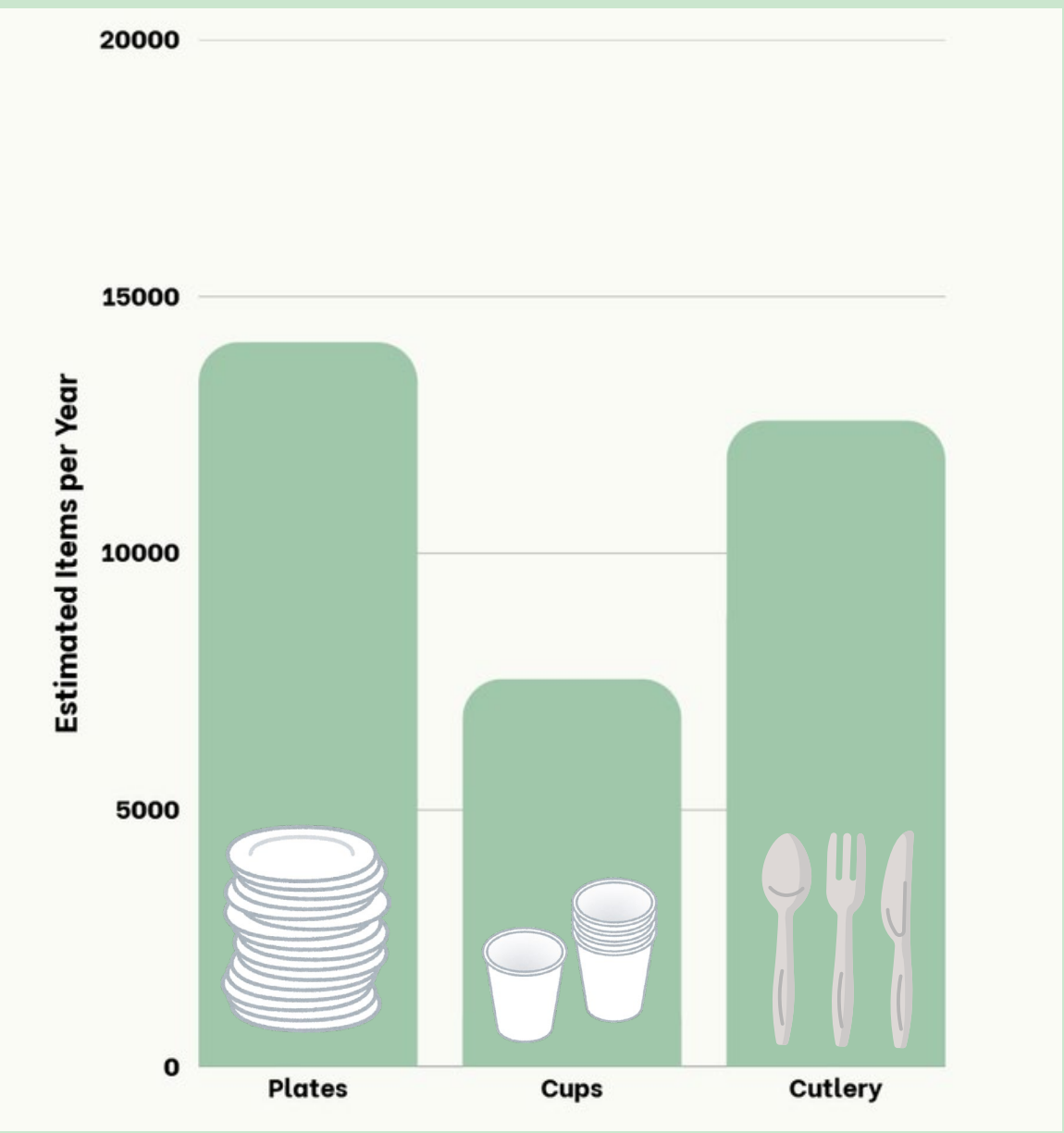
What renters are paying for single used items?



14,110 plates x \$0.10	\$1,411
7,555 cups x \$0.14	\$1,058
12,590 cutlery x \$0.07	\$881
Total	\$3,350

About \$50 per event with food.

Single used Serve ware & Drinkware Estimate



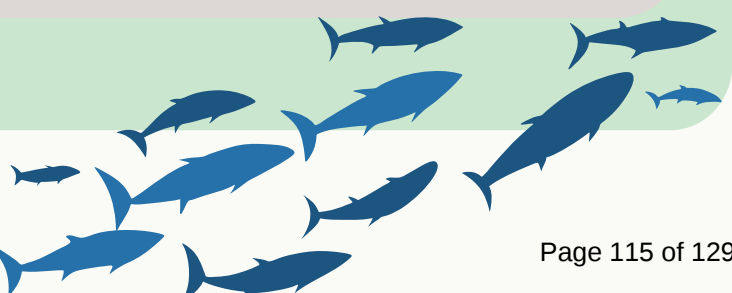
34,256 single -used items total for the year



Propose a Marine Debris fee (single used items)



- 93% of Marine Debris are food and beverage packaging
- Flat \$35 fee for events bringing in disposable plastic
- Fee reduced or waived for events using reusables
- Washing 34,256 reusable items costs an estimated \$26/year





City Council Regular Meeting
Meeting Date: August 19, 2026

ITEM TITLE: *New water tank update and future water exploration and water conservation*

DISCUSSION/BACKGROUND/ISSUE:

The City of Yachats is actively working on Water Conservation. Attached are presentation materials and background on property evaluations for a new water tank, watershed conservation, and tiered water rates.

RELEVANCE TO 2026 COUNCIL GOALS:

1. **Achieve water sustainability**
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. Be 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.

Water Supply Challenges, Conservation Measures, and Infrastructure Update

City of Yachats

Introduction

The City of Yachats and other communities throughout the Mid-Coast region face continuing challenges in maintaining a reliable water supply while balancing residential, commercial, recreational, and environmental needs. The region relies heavily on rainfall-driven water sources and has relatively limited natural storage capacity. Consequently, water supplies can be plentiful during periods of sustained rainfall but decline significantly during prolonged dry weather.

These conditions are particularly important during the summer months. Water supplies are often at their lowest when tourism and seasonal population are at their highest, increasing demand on the municipal water system. The City's 2021 Water Management and Conservation Plan (WMCP) identifies the combination of increased summer demand and reduced streamflow's as a significant factor contributing to water-supply challenges and previous curtailment measures.

Yachats therefore needs a comprehensive, long-term approach to water management that combines customer conservation, reduction of system water loss, appropriate rate structures, infrastructure investment, and development of additional water-supply options.

Water Conservation by Homeowners

Individual water users can make an important contribution to reducing demand. A number of relatively simple improvements can substantially reduce household water consumption without affecting essential water services.

Recommended measures include:

1. Installing water-efficient showerheads.
2. Installing water-efficient toilets or testing existing toilets for leaks using a dye tablet.
3. Installing faucet aerators.
4. Selecting ENERGY STAR®-rated appliances when replacing washing machines, dishwashers, and other applicable appliances.

These measures reduce water consumption over the long term and can be particularly valuable during periods of low streamflow and increased summer demand.

Water-Efficient Habits

In addition to installing efficient fixtures and appliances, residents can reduce water use through everyday practices, including:

- Taking short showers, preferably less than five minutes.
- Turning off the faucet while brushing teeth.
- Running washing machines and dishwashers only when they have full loads.
- Thawing frozen foods in the refrigerator or microwave rather than under running water.
- Promptly repairing leaking household fixtures and plumbing.

The City's water-conservation planning documents identify public education and water-efficient fixtures as important components of a broader conservation program.

Municipal Water-System Conservation

Water conservation is not solely the responsibility of individual customers. The City can also reduce demand on its water sources by identifying and repairing leaks throughout the municipal distribution system.

Recently, the City hired a professional leak-detection company to survey the water distribution system. The survey identified numerous leaks ranging from relatively small leaks to significant sources of water loss. The Public Works crew has been systematically repairing these leaks, beginning with the largest sources of water loss and progressing to smaller leaks.

Reducing distribution-system losses is an important component of an effective water-conservation program. The City's WMCP specifically identifies water-loss analysis, systematic leak detection, and leak repair as conservation measures.

Continued investment in leak detection and infrastructure maintenance should remain an integral part of the City's water-management strategy. Every gallon saved through system-loss reduction is water that does not have to be withdrawn from the City's water sources, treated, pumped, and distributed.

Tiered Water Rates

One of the established tools available to municipal water utilities for encouraging conservation is a tiered water-rate structure. Under a tiered or increasing-block system, customers pay progressively higher rates as their water consumption moves into higher usage tiers.

Purpose of Tiered Rates

A properly designed tiered-rate structure can serve several purposes:

Promoting equity. A lower-cost initial tier can protect customers who use relatively small quantities of water for essential household needs while assigning a greater share of costs to discretionary or high-volume consumption.

Protecting water resources. In a rainfall-dependent system such as Yachats, reducing non-essential water use during the summer can help preserve limited supplies when streamflows are low.

Reducing peak demand. Encouraging conservation during periods of high demand can help the community make better use of existing infrastructure and potentially defer or reduce the need for costly capacity improvements.

The City's 2021 WMCP identified a tiered increasing-block rate structure as a potential tool for reducing summer water demand and established a benchmark for bringing a tiered-rate proposal to the City Council for consideration.

The City's current published water rates, effective July 1, 2026, continue to use a base-rate and unit-charge structure rather than a tiered consumption system. Residential customers receive two units of water as part of their base rate, with each unit representing 100 cubic feet, or approximately 748 gallons. Water consumed above the included amount is charged at the applicable unit rate.

The Public Works and Streets Committee is currently reviewing options for a tiered water-rate structure. Following that review, a proposal is expected to be presented to the City Council for consideration.

Any proposed rate structure should be carefully evaluated to ensure that it provides adequate revenue for operation, maintenance, reserves, and long-term system needs while also creating a meaningful incentive to reduce discretionary consumption. The number of tiers, consumption thresholds, and rates should be established using current customer-use data, revenue projections, and a comprehensive financial analysis.

Water Management and Conservation Planning

Yachats already has an established policy framework for water conservation and long-term water management.

The City's WMCP provides a strategy for maintaining a reliable water supply through water-management and conservation policies and programs. The plan addresses water conservation, public education, water-efficient fixtures, water-loss reduction, rate structures, water reuse, and other potential measures.

The City's Drinking Water Protection Plan, completed in 2021 with support from the Oregon Health Authority, likewise identifies strategies for protecting the City's drinking-water sources and maintaining a reliable supply. The plan addresses risks including drought and low flows, aging infrastructure, climate change, and development, and includes public education and water-conservation activities among its implementation strategies.

The City's current water program therefore has an established policy foundation for expanding conservation efforts as a permanent component of water management rather than treating conservation solely as a temporary response to an individual dry season.

Water-System Infrastructure and Tank Project

The City is also continuing work on major water-system infrastructure.

The property owned by the City adjacent to the water treatment plant is commonly referred to as the **949 Property**. The access road and proposed water-tank location have now been excavated sufficiently to allow a geotechnical drilling rig to access the site.

Geotechnical drilling is expected to begin within the next several weeks. The drilling will provide information about subsurface conditions and will help inform subsequent engineering, tank design, and construction decisions.

Prior to excavation, there were concerns regarding the ability to maintain the access road within the City's property boundaries and concerns about the potential steepness of the road. The completed excavation has produced an access road that is significantly better than originally anticipated and remains within the expected property constraints.

Following completion of the geotechnical investigation, the City plans to install drainage features, including rain bars, on the access road and close the road for the winter. Additional construction activities can then proceed as site conditions and project planning allow.

The City's Water System Master Plan identifies infrastructure improvements and associated capital costs as important components of maintaining and improving water service over the long term.

Future Water Supply: Brackish-Water Desalination Feasibility Study

In addition to conservation and infrastructure improvements, the City has begun investigating the potential use of brackish water from the Yachats River as a supplemental water source.

The City already holds a point of diversion on the Yachats River near the water treatment plant. Historically, use of this source has been limited by the potential for saltwater intrusion and the resulting increase in salinity of the river water.

The City is now examining whether advances in treatment technology, including reverse osmosis, could make it feasible to develop a small supplemental treatment facility on City-owned water-department property. Such a facility could potentially provide an additional source of water during periods when the City's primary sources are experiencing low flows.

At this stage, the project should be considered a **feasibility investigation rather than a commitment to construct a desalination facility**. Significant technical, regulatory, financial, and environmental questions must be answered before a project could proceed.

The first phase of the investigation will focus on two fundamental questions:

1. **Water-quality monitoring.** The City intends to monitor river-water quality for approximately one year to establish a representative understanding of seasonal water quality and salinity conditions. This information will help determine the feasibility and treatment requirements of a reverse-osmosis system.
2. **Regulatory evaluation.** The City will investigate the regulatory requirements associated with diverting, treating, and potentially discharging concentrated brine or other treatment residuals. Early identification of permitting requirements will be important in determining whether the concept can be implemented economically and responsibly.

Additional feasibility considerations should include treatment capacity, energy consumption, capital and operating costs, membrane performance, pretreatment requirements, concentrate disposal, environmental effects, permitting requirements, and the reliability of the source during the periods when supplemental water would be most needed.

The City's existing Drinking Water Protection Plan emphasizes protection of current drinking-water sources while also identifying the importance of long-term water-supply planning. The brackish-water investigation represents an opportunity to evaluate whether an additional source can complement those existing supplies and increase the City's resilience during periods of low flow.

It is premature to characterize the project as providing complete water independence. A more appropriate objective at this stage is to determine whether brackish-water treatment could become a reliable and cost-effective **supplemental water source** that improves the City's overall water-supply security.

Recommended Long-Term Strategy

Yachats' water-supply challenges are unlikely to be solved by a single project or conservation measure. A resilient water system will require a combination of actions implemented over time.

The City's strategy should continue to emphasize:

1. **Customer conservation** through efficient fixtures, appliances, leak detection, and public education.
2. **System conservation** through continued leak detection, repair, infrastructure maintenance, and water-loss accounting.
3. **Appropriate water rates** that provide adequate revenue for the water utility while encouraging conservation and discouraging unnecessary high-volume consumption.

4. **Infrastructure investment**, including additional storage and improvements identified through the City's water-system planning efforts.
5. **Protection of existing water sources** and the watersheds that support them.
6. **Evaluation of supplemental water sources**, including the ongoing investigation of brackish-water treatment.
7. **Continued monitoring and data collection** so that future decisions are based on actual water demand, streamflow, water quality, system losses, and financial conditions.

Conclusion

Yachats faces a fundamental water-management challenge: the City's water supplies are strongly influenced by rainfall and streamflow, while demand increases during the same summer period when water availability can decline.

The appropriate response is therefore a diversified strategy rather than reliance on any single solution. Conservation by residents, systematic reduction of distribution-system losses, carefully designed water rates, investment in storage and other infrastructure, protection of existing sources, and investigation of supplemental supplies can work together to improve the reliability and sustainability of the City's water system.

The City's existing WMCP, Drinking Water Protection Plan, and Water System Master Plan provide an established policy and planning framework for these efforts. The immediate priorities should be to continue reducing avoidable water loss, advance the tank project, evaluate a conservation-oriented rate structure, and complete the technical and regulatory investigation of brackish-water treatment.

Taken together, these measures can help Yachats move from responding to periodic water shortages toward a more proactive, resilient, and sustainable long-term water-supply strategy.

Update on Salmon Creek Watershed Planning Assessments CIP – Neal Morphis

We applied for a \$70,000 grant from Business Oregon, who is working with the Department of Environmental Quality (DEQ). The grant is for Drinking Water Source Protection.

On 7/24/2026 we were informed that we will be awarded this grant. The official award letter and contract will be sent to us “in the coming months”. We must wait until we get the contract signed by the awarding agency before we can begin.

\$70,000 was allocated in our Capital budget to do this work, and the grant will reimburse our expenditures.

We also qualified for a Technical Assistance (TA) grant from the Environmental Protection Agency (EPA) that will pay for the McKenzie River Trust to help us through this process.

The Salmon Creek Watershed is the drinking water source that the grant is for. There are two privately owned parcels of land that are in the watershed. The rest of the Salmon Creek Watershed and Reedy Creek Watershed are National Forest lands.

The two privately owned parcels of land will be studied, including:

- Timber cruise to establish timber value
- Appraisal of the land's value
- Environmental site assessment
- Title/deed review and other tasks as required

A Forest Stewardship Plan will be created by a qualified forestry consultant.

In doing these tasks, we will potentially qualify for grants and forgivable loans that would help us purchase the property. An example of a forgivable loan would be where we may only have to pay for half of the cost to purchase the land.

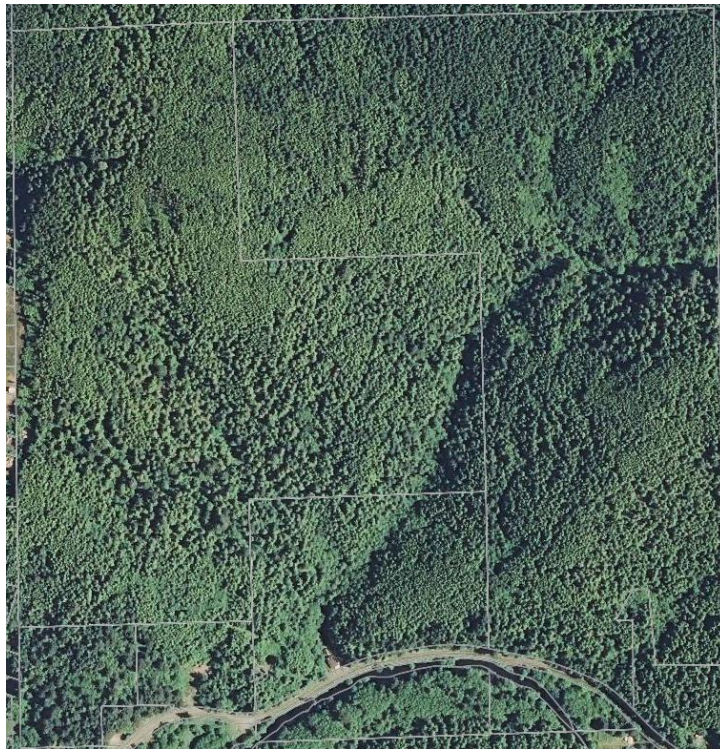
Our Drinking Water Protection Plan recommended acquiring this land to protect the Salmon Creek Watershed. Roughly a dozen years ago, the property's timber was harvested, and the quality of the water we receive from Salmon Creek was impacted. Salmon Creek was unusable as a water source for a time, and the turbidity (cloudiness/haziness) is still impacted to this day when it rains heavily.

As the studies and technical assistance are grant funded, this phase will not cost us anything. If the results are favorable, we could potentially purchase the land for half price. Following the recommendations of the Forest Stewardship Plan would improve the land, and as a result this would improve the water quality and quantity that we receive from Salmon Creek.

A healthy forest would have tree roots that help the soil retain water into later in the Summer. It also would reduce the number of particles causing the high turbidity.



2025 Aerial Imagery



2011 Aerial Imagery

		City of Yachats 2026 Goals					
		City of Yachats Vision					
		Our village is a place where natural resources are valued and protected, where diversity is celebrated, and where a vibrant economy and sense of community pride create and recreate a living spirit. Yachats cares not just for its citizens' basic needs but also supports them in their efforts to excel mentally, physically, artistically, and spiritually. It is a community with an enduring sense of itself.					
FOCUS AREA	GOAL	#	2026 ACTIONS	DELIVERABLES	ACTION LEAD	Q2 Project Updates	
INFRASTRUCTURE	Secure Sustainable Water age & Improve wastewater and water sustainability efforts	1.1	Engineering & Planning for new water storage and funding avenues exploration	Geotechnical work, Engineering if Geotech is adequate. Explore State and Federal funding opportunities	Mayor Berdie	Thissell is clearing and cleaning the property and road to the new reservoir site. Expecting the geotechnical assessment in three weeks; we will find out soon after if the site is suitable for construction. Engineer recommendations and the final report should be ready by mid-September. Project remains within city property boundaries; no need for access to Riggs. The engineering report will provide a total cost estimate for the new water reservoir. Applying for Business Oregon infrastructure funds to cover feasibility study costs.	
		1.2	Water Conservation Efforts	Engage citizens in conserving water best practices		Lead Water McClung has met with both Public Works & Streets and Finance Committees regarding tiered water rates. This structure promotes conservation while securing our O&M budget and capital project reserves. Ongoing research involves analyzing our user database consumption reports to identify natural tiers for the city.	
		1.3	Continue to collaborate with local, regional and state resources on water supply	Participate in Lincoln County Water Source Planning. Look for funding opportunities for exising infrastructure. Continue working with SWLW/PUD		Water Purchase Agreement- Working with South Lincoln Water PUD on our seasonal drought pact. If city supplies reach emergency levels, we will buy water from the District to ensure stability through the summer.	
		1.4	Reduce winter inflow & infiltration into wastewater system	Fund and emphasize reduction of inflow into the wastewater system		Assessments for water retention and impervious surfaces must be separate and slated for next fiscal year's budget.	
		1.5	Continue the storm drain master plan and include an investigation into impervious surfaces	Completed Stormwater Master Plan. Develop impervious surfaces ordinances within code and development best practices		WestTech is still progressing on this; engineers will return to survey city-accepted streets for full inclusion.	
		1.6	Develop plans and calculate the cost for new Public Works storage and emergency shelter on property near water plant	Create a project plan for PW use of city property adjacent to water plant. Note that this may be delayed to accomodate potential road to new tank		Currently assessing the area for capacity requirements; anticipating a \$100,000 budget allocation for construction in the upcoming fiscal cycle. The \$30,000 designated for the current year will be utilized for initial site clearing and preparatory ground work.	
LIVABILITY	Provide safe access to and use of City infrastructure, parks, and trails	2.1	Continue pursuing traffic calming and pedestrian safety measures with ODOT	Evaluate if a second speed trailer should be purchased, and continue developing the Transportation Growth Management Plan with ODOT and a hired consultant.	Councilor Carey & O'Shaughnessey	Following an extensive selection process involving collaborative application reviews and meetings with DLCD, ODOT, and municipal staff, we have successfully appointed a project consultant to spearhead our Transportation Growth Management initiatives. An initial kickoff session is scheduled for the upcoming week. Additionally, ODOT conducted a traffic assessment over the weekend of August 8th; the resulting data will serve as the baseline for all subsequent study phases.	

		2.2	Analyzing Public Safety Data for Effective Decision-Making: Tracking the efficacy of public safety and code enforcement programs to inform decisions regarding ordinances and overall effectiveness.	Regular reports from Request Tracker, speed cameras, to radar signs from the committees. Structured report delivered to the council either monthly or quarterly. Review existing ordinances related to loitering, dogs, and camping.		Reports are now being integrated into the City Staff update to display the status and volume of all Request Tracker complaints by category. Notes are included to clarify the complaint details and to justify any remaining open files. A new animal tracking log has been added to this month's agenda to monitor all related incidents; this allows for targeted coordination with the Sheriff's Department regarding repeat offenders. This log is actively shared with the County Animal Control Deputy for collaborative data entry.
		2.3	Plan for and develop the continuation of the Estuary Walkway, extending a walkable path to the State Park and beyond to Marine Drive, thereby holistically improving overall walkability and pedestrian safety along Ocean View Drive.	Plan for improvements, add no parking and state trail signs. Relocate the camera to ensure the delineators' safety. Geotech, archeology, and planning for the Landmark Park development. Complete the Estuary Walkway build.		Primary efforts centered on finishing the project designs. The Verdantas engineering team is actively incorporating suggestions from the Workgroup, as well as modifications required by the geotechnical findings. A nearly complete set of blueprints and bid packets arrived on 2026-08-10. Following final minor adjustments identified by the workgroup, the package should be ready to go to bid the week of 2026-08-17. Landmark Park planning is currently paused; however, a landscaper was hired to clear the grounds. This contractor is also assisting the trails crew with maintenance at Prospect Park and the 804 trail. The Public Works team just added new roofing material along the boardwalk at the wetlands to improve safety as the rainy season approaches.
		2.4	A comprehensive guide for the maintenance and improvement of all city-owned parks and trails located within the City limits.	Create a budget line item for capital improvements to parks		To establish a formal strategy for the trail system, staff contacted the Trails leadership team to initiate preliminary discussions. These experts have the best understanding of current trail conditions and upcoming annual projects, with a primary emphasis on public safety. It remains uncertain whether these volunteers have the capacity to develop a comprehensive plan; however, there may be a specific volunteer interested in participating, or the leadership could collaborate directly with city personnel. The city recently secured a local landscaper to work alongside the Trails and YIPs leadership. This partnership acts as a foundational Parks Department, capturing institutional knowledge to ensure the long-term viability of our volunteer-driven programs. As the current leadership has struggled to find successors, these efforts are critical to maintaining the program's continuity.
		2.5	Begin implementing the Greater Commons Master Plan and complete the existing pavilion rebuild	Phase 2 of North Commons, YYFAP Extension planning, acoustic treatment in the MP room, and get the new green space pavilion planning on the 5-year CIP budget. Complete the existing pavilion. Add sound to the existing pavilion from the old MP room system. Build out the sink area with counters and shelves. Begin planning, designing and engineering of an outdoor public restroom, including pre-build suggestions.		Finalizing the bid documents for the Pavilion; posting is imminent once staff completes the specifications. The architectural team provided initial drawings but the package lacked the necessary detail for public bidding, requiring significant staff time to finalize. The City Manager is pursuing a billing credit to account for this incomplete work. Meanwhile, the Community Spaces Committee is researching outdoor facilities for the upcoming fiscal year, gathering vendor quotes to ensure a smooth launch. The CSC continues to seek alternative funding for the master plan, as many components are deferred when emergency capital repairs, such as the recent electrical panel replacement at the Commons, take priority.
		2.6	Public Art Initiative	Public Art Ordinance up for approval. Form a Public Art Committee based on the proposed Public Arts Ordinance. Develop a funding mechanism for public art. Budget for public art.		This project is currently maintaining a background status while foundational elements are established. The Committee ordinance is officially in place, and there is active interest from community members. Staff is presently searching for a dedicated lead to spearhead this group and manage future activities.
		3.1	Feasibility studies on the development of middle-income housing in combination with economic development and rentable commercial spaces associated with the housing.	Exploring properties within the City limits- Budget for property purchase and initial planning	Councilor Hedlund	Staff is maintaining this objective as a secondary priority for now. With extensive revisions currently underway regarding our zoning regulations, we anticipate that moving forward with this initiative will be most effective once the formal code updates are finalized.

HOUSING SUPPLY	Identify ways to expand the housing supply and diversify housing options	3.2	Explore strategies for repurposing existing housing stock, including vacant or underutilized properties, to create full-time residences and multi-family housing options. Including encouraging land donations for public purposes.	Identify properties for incentives to bring homes into the middle-income housing stock. Work with Habitat for Humanity to support affordable housing. Work with the City Attorney on code updates that include condemnation for abandoned homes and projects that have been in violation of City code. Develop a workgroup to support moving this forward.		Following initial discussions with the County building authority, staff is preparing to consult the City Attorney regarding code-based condemnation procedures. At present, this objective remains a secondary priority as the team focuses on the land use code update. Finalizing these formal revisions is the first step before proceeding with these initiatives.
		3.3	Continue working with consultants on amending code and zoning to align with State law on housing and expand housing options in the City.	Continue following the recommendations of Cascadia Partners and the Planning Commission. Hold public meetings, consider input, and possibly adopt corresponding ordinance changes		A significant portion of staff resources over the preceding months has been dedicated to refining the land use code based on Cascadia Partners' guidance. Their final submittal outlines mandatory amendments for state compliance alongside optional provisions for accessory dwelling units and middle housing. Following a comprehensive, sequential examination of the document, the Planning Commission is now evaluating the optional additions and specific sections flagged during their review to determine which elements require further discussion.
ENVIRONMENTAL STEWARDSHIP	Environmentally aware in all we do	4.1	Street Lights Standards for City street lights to comply with Dark Sky standards	Evaluate and collaborate with CLPUD on street lighting to ensure compliance with Dark Sky and City Ordinance.	Councilor Carey	Preliminary discussions have commenced within the Public Works and Streets Committee, featuring insights from a local lighting specialist. The committee is coordinating a follow-up session to evaluate recent feedback from CLPUD regarding our existing streetlighting configurations and available service alternatives.
		4.2	Identify opportunities to expand open spaces, parks, and trails and encourage land donations for public purposes	Assess donation opportunities to ensure alignment with City goals.		An agreement was executed with View the Future to oversee the mandatory conservation easements linked to the 804 trail and historical settlement obligations. Acting on the city's behalf, they are currently facilitating talks with local homeowners regarding private land donations intended for municipal open space preservation.
		4.3	Complete the Wetlands Inventory and provide education on Wetlands Pond	Consider all means to ensure that this goal is met: Contractual, DSL Management, Legislative		At the July City Council session, representatives from the Department of State Lands and the Department of Land Conservation and Development (DLCD) provided an update on our Local Wetlands Inventory. While the initial inventory is complete, subsequent phases involve notifying adjacent property owners and collaborating with DLCD to establish a robust protection and management framework. To support these efforts, our summer intern—a senior engineering student who has demonstrated a strong aptitude for municipal planning—will transition into a project assistance role. Her primary focus will be assisting the City Planner in finalizing the remaining objectives of the Local Wetlands Inventory.
		4.4	Future City construction projects should prioritize environmental sustainability by carefully evaluating the environmental impact of land use, materials, and overall design. Additionally, all new buildings must ensure the highest level of ADA compliance.	Consider working with a University student to support this goal.		A summer intern from Oregon State University is currently assisting staff with a sustainability initiative for our community facilities. Her primary focus involves auditing current consumption patterns and waste generation across various public use cases. Based on this comprehensive data collection, she is developing a set of formal process recommendations for the city to adopt within its public-facing spaces.
		4.5	Review ordinances that significantly impact the environment, such as those related to trees and noxious weeds	How to support staff in the ordinance, eliminate the date for cutting and clearing each year. Who is responsible for the noxious weeds growing along the Highway 101 easement, ODOT or the property owner? Work with them		Tree and Noxious Weed Ordinance- Collaborative efforts are currently underway between the Planning Commission and the Community Spaces Committee to refine the regulatory framework surrounding local arboriculture and invasive species management.
		4.6	Continue to consider the environmental impact when making decisions in all areas of City business			

FISCAL SUSTAINABILITY	Effectively manage and plan for the City's financial needs	5.1	Continue evaluating utility rates to ensure capability to build reserve funds	Working with the Public Works & Streets Committee and Finance Committees	Mayor Berdie	Water Rates for Conservation- Lead Water McClung has met with both Public Works & Streets and Finance Committees regarding tiered water rates. This structure promotes conservation while securing our O&M budget and capital project reserves. Ongoing research involves analyzing our user database consumption reports to identify natural tiers for the city.
		5.2	Look at incorporating stormwater fees into utility bills	Evaluate the viability of adding this fee to pay for ongoing storm drain maintenance as indicated in the storm drain master plan		Street and Stormwater Fees- Although these assessments were originally featured in the FY 27 budget proposal, the Budget Committee ultimately opted for their removal following deliberation. Further research into this fee structure is currently paused.
		5.3	Advocate with the League of Oregon Cities to allocate funding from the Transient Lodging Tax to Streets & Storm Drains	Write to Legislatures, join with Oregon Coastal Mayors group to advocate, educated community to provide letters of support		The State Legislature passed a 50/50 split for the Transient Lodging Tax.
		5.4	Explore a Local Improvement District for streets, water, and sewer lines to eliminate septic systems in the City	Explore this with the Public Works & Streets and Finance Committees. Educate community regarding advantages and costs		This initiative is currently in a background status with minimal progress. Primary staff focus has pivoted toward completing a substantial amendment to the district's foundational framework.
		5.5	Continue to move forward with the creation of a new or substantial amendment to the Urban Renewal District	Reevaluate URD maps and projects. Consider implementing consultants recommendations		City Council and the Finance Committee have received two preliminary briefings regarding existing district frameworks and potential future trajectories. Currently, the City Manager is collaborating with the Finance Committee to establish a comprehensive list of project priorities and the necessary funding levels to facilitate a substantial amendment to the plan.
PUBLIC AWARENESS	Deliver efficient, effective, transparent municipal services	6.1	Public Education on City projects, continue budget education and citizen engagement	Water capacity, public messaging, and street paving plan to be published. Work with a contractor to film a budget education piece to share with residents.	Mayor Berdie	The city hosted an extensive State of the City community event to outline municipal objectives, achievements, and internal operations. Educational videos were developed to showcase specific work areas and provide instructional guidance, such as how to navigate the digital utility billing portal. During the current budget cycle, a primary emphasis was placed on delivering transparent, detailed explanations of each fiscal component and fund category to better inform our residents.
		6.2	Enhance the City's online presence and improve citizen engagement by modernizing and optimizing the official City website.	Update when the current contract allows in December of 2026. Request template examples from Civic Plus to prepare for this. List the photos we would like on the site and the issues we want to eliminate.		Staff is coordinating with Civic Plus to begin modernizing our online presence between September and December.
		6.3	Schedule out the additional Council Recap videos, and continue the employee video. Start articles and videos to help people get to know our Council members.	January-Catherine, February-Craig , March-Nicole, April- Barry, May- Catherine, June-Craig, July- Nicole, August- Barry, September-Craig, October MaryEllen. November- Craig, December- Craig		Council members are continuing their monthly commitment to filming session summaries. These videos provide an excellent resource for residents to access concise briefings on primary topics and legislative discussions from each municipal meeting.
ALIGNMENT	Synchronize and update city policies and administrative rules	7.1	Evaluate the Yachats Municipal Code for clarity and comprehensiveness		Councilor Collins	Recent efforts have were the reorganization of the committee ordinance and an update to the vacation rental regulations
		7.2	Refine committee processes and ordinances	Develop and implement ordinance and administrative policy changes that reflect the new process. Ask Comittees to develop best practices		The city's volunteer frameworks have undergone a reorganization, transitioning our former Commissions into formalized Committees.
		7.3	Apply conduct from City Council rules to Committee, Commission, Workgroups, and City Staff			This initiative has just began with the development of a draft social media policy applicable to all municipal bodies, including council, staff, and volunteer committees. Planning ahead, the staff plans to use the existing City Council frameworks to establish a formal code of conduct for our various commissions and workgroups.

		7.4	Continue to encourage mutual collaboration for the people of Yachats	Consider ways to consolidate Committee recruitment		Councilor Whitten-Carey recently held a few community meet-ups focused on Council recruitment. We also held two informational sessions that were designed to outline the election timeline, time commitments, and various educational resources for residents contemplating a run for City Council.
EMERGENCY PREPARDNESS	Continue to prepare for all emergencies	8.1	Establish and prepare the Commons to be an Emergency Shelter when individuals are temporarily displaced from their homes.	Ensure CIP funding. Create and document storage for emergency supplies	Mayor Berdie	The workgroup remains dedicated to this initiative, actively acquiring additional inventory to ensure the Commons is fully equipped to serve as an emergency shelter. Plans are currently underway to facilitate a follow-up simulation during the upcoming fall season.
		8.2	Improve the quality and organization of supplies stored in containers for major events	Create protocols for nearby key individuals to assume responsibility for the container. Create a means to distribute supplies in the event of an event.		The workgroup is currently developing procedures and protocols to guide residents on accessing the neighborhood storage containers. These efforts ensure that individuals who reach the connex locations first during a crisis are equipped to open them immediately and start pulling out supplies to support residents in need.
		8.3	Develop and distribute educational & instructional materials to residents for personal preparedness on a regular basis	Encourage attendance at County events and at City's September event		Volunteers are coordinating a "Two Weeks Ready" event designed to provide residents with essential training on personal resource management. The fair will focus on establishing the necessary supply stocks to maintain self-sufficiency for a minimum of fourteen days following a disaster
		8.4	Improve communication systems and protocols	Encourage Committee's contribution to newsletter. Teach city council radio operations and protocols		Volunteers are providing consistent updates for the municipal newsletter to keep the community informed. City Hall now features Starlink to serve as a back up communications link and perform load balancing. Additionally, new radio units have been integrated into the entire public works fleet to ensure reliable field connectivity during operations.