

1. 2:00 P.M. Agenda

Documents:

[2022-02-16 Agenda.pdf](#)

2. 2:00 P.M. Meeting Materials

Documents:

[Item III.pdf](#)

[Charge Letter \(Final\).Pdf](#)

[Project Request Form.pdf](#)



**CITY OF YACHATS
CITY COUNCIL REGULAR MEETING
Yachats OR
Wednesday, February 16, 2022 at 2:00 pm
To Be Held Via Zoom**

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/83380335391>

Meeting ID: 833 8033 5391

One tap mobile

+16699006833,,83380335391# US (San Jose)

+12532158782,,83380335391# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 833 8033 5391

Find your local number: <https://us02web.zoom.us/u/kdpRaGCaG>

Regular Council Meeting

- I. Announcements, Correspondence, Proclamation

- II. Public Comment: Topics not listed on the agenda
 1. 5-minute limitation per person

The Yachats City Council meetings are open to the public and interested citizens are invited to attend. 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.



III. New Business

- A. Council conversation with new City Manager, Heidi Lambert
- B. Questions for March 16 joint meeting with County Commissioners

IV. Old Business

- A. Charge letters and template for Commissions
- B. Report on toolbox progress during tenure of City Manager Pro Tem, Guenther

V. Reports

- A. Financial
- B. Council
- C. City Manager

VI. Other Business

- A. From Mayor
- B. From Council
- C. From Staff

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Item III.1

This will be Council's first opportunity to have a discussion with new City Manager Heide Lambert. The starting date of her tenure as City Manager is 2/14/2022, and she has indicated that with the meeting on her third day as Yachats City Manager, she thinks it will be most useful for her to primarily listen. Councilors are each asked to come prepared to speak for about four minutes on their passions and priorities for the City. Ms. Lambert suggested that this might be a good time for Councilors to remind everyone of why they agreed to serve on Council.

Item III.2

Council is scheduled to hold a joint meeting with the Lincoln County Commissioners on March 16 from 5:30 PM – 6:30 PM. Councilors are asked to bring their suggestions for agenda topics to the meeting. For your convenience, the agendas for the last two joint meetings of the Lincoln County Commissioners and the Yachats City Council are copied below.

March 1, 2021:

- A. Introductions
- B. Ocean View Drive update and assets related to the 804 settlement
- C. Low Income Housing: Current Progress and Future Opportunities/Strategies
- D. Emergency Egress Routes other than Highway 101: Current work and future opportunities
- E. COVID 19 Response Information/Plans for Vaccine Opportunities in Yachats
- F. Adjournment

July 15, 2020

- A. Introductions
- B. COVID 19 update
- C. Update on Ocean View drive
- D. County Housing Initiative and Workforce Housing (a. Commissioner Hall's appointment to Oregon Housing Stability Council and its impact on local efforts)
- E. Lincoln County Health and Human Services funding and the prospect of a mobile health facility
- F. Vacation rentals and County policies
- G. Lincoln County Financial outlook and impact on Yachats
- H. Lincoln County planning Department policy on certificate of occupancy
- I. Riggs Property: Reclassification of 69 acres/ lawsuit
- J. Adjournment

Dear Commission Member,

2022-02-11

Thank you for your willingness to serve on the Yachats Parks and Commons Commission. Yachats is fortunate to have individuals such as yourself who volunteer their time, knowledge, and experience to our Commissions. Our Commissions, and the volunteers on them, are integral to the functioning of our city.

The Council desires to improve the efficiency and effectiveness of the process by which the Commissions move their work forward to the Council. We have discussed areas that we believe could be improved and now wish to present a solution.

The Council asks that when you have a project, recommendation, or request needing Council action, your Commission submits the Project Request Form (PRF) to the City Manager. The following information will be required:

Commission Name:

Date submitted:

Name of Submitter:

Title of Project, priority of project, recommendation, or request:

Community Implications:

- Briefly describe the background of how this item came forward, the history and how it contributes to the health and safety of our citizens and visitors.
- Referencing sources, describe input obtained from citizens, commissions, staff, consultants, and others that resulted in the recommendation being brought forward.

Budgetary implications

- What is the estimated cost for this project? What is the source of this estimate, and your confidence that it is within 10% of the actual cost? Has funding for the project been identified and or approved? Will you be applying for grants?
- Recommended timeline for start and finish. Explain any critical dates.

Environmental Considerations

- Describe real or potential impact of this project on the environment (Air, water, earth, natural resources).

The PRF will provide important information to help the Council understand the request and to act on it in a timely manner.

Following submission, the City Manager, in collaboration with the Mayor, will determine placement on the Council Agenda and will notify the Commission Chair. If the proposal is approved, the City Manager assumes the administrative responsibility for the project.

The City Council looks forward to a productive year working with the Parks and Commons Commission. Should you have any questions or comments, please contact Mayor Vaaler.

Project Request Form

Date Submitted: _____ Priority:

| | | | | |
|------|----------|--------|---------|-----|
| High | Med-High | Medium | Med-Low | Low |
|------|----------|--------|---------|-----|

Commission Name: _____

Commissioner Submitting Form: _____

Title of Project: _____

Recommendation/Request:

Community Implications:

Budgetary Implications:

Environmental Implications:

For Office Use Only

Date: _____ Received By: _____

City Manager: _____ Date: _____

Scheduled Agenda Date: _____ PRF Approved PRF Denied

Reason: _____
