

December 2021 Revised January 2022

To: Planning Commission

From: Jacqueline Danos

Re: Citizen Involvement Committee (CIC)

Yachats has been without a City Manager for a long time. ~~Starting, we hope, in January the City will once again have a City Manager.~~ I believe that any action on creating a Citizen Involvement Committee should be developed with the input from the new City Manager. The suggestions made by this Commission can be gathered now but no action taken before the new City Manager has a chance to become acquainted with the issues, the current staff and staffing needs, and the community.

That said, my suggestions for how to structure a Citizen Involvement Committee are below:

A Citizen Involvement Committee (CIC) could strengthen the community and governmental interactions greatly. Creating a central entity that fills the **communication gap** that currently exists between the Commissions, Council, and community is in my opinion the best organizational direction to move in.

- Any CIC would be instituted **solely** as an aid to increase the outreach to the community, increasing accessibility of community members to participate, and help educate community members on issues and projects that the City Manager, Mayor & City Council, and various City Commissions deem helpful. ***This committee would in no way be advocating for or against specific projects or issues.***
- ~~Be under the Planning Commission~~ Since the state goal of citizen involvement is directly connected to land use and most of the commission(s) work and projects are related to land use there needs to be a direct connection between the City Planner, Planning Commission and the Citizen Involvement Committee. ~~But~~ Since there seems to be a larger need in expanded communication and access in Yachats the City Manager should be the person/entity directly overseeing the work of a CIC. Budget costs ~~would~~ could fall under the Planning Commission in the same way that trails, and the Little Log Church fall under the Parks & Commons Commission.
- ~~Attend all Commission meetings. One member would be assigned to cover each of the City Commission meetings to then share a summary of the meeting for other commissions and the public.~~
- The committee would ~~self-organize and~~ take direction from the City Manager regarding how to interact with and share all communications and the City Planner when a specific Land Use project is involved. ~~if they decide to have a sub-committee that handles non-land use issues they would decide that.~~
- Write monthly column for the newsletter updating all work being done by Commissions.
- Post column, ~~as well as any meeting updates and changes,~~ on the landing page of the City website, in the Post Office, Visitors Center, Commons Bldg. etc. Perhaps a connection could be made with various businesses to post column and other information in employee lounges and meeting areas.
- Keep the website section "Community Voice" updated and respond to citizen input. Share input with the City Council and appropriate Commissions for discussions and possible action.
- Have a small office located in City Hall where work can be done, and citizens can come in for general information.
- ~~Re-establish the monthly "chair" meeting of all the City Commissions. After each meeting a summary would be shared with the full Commissions.~~
- Under the supervision of the City Manager the CIC can ~~A-~~arrange and chair regular community meetings, monthly, quarterly, or semi-annually, where updates of projects, local or regional issues can be presented by the appropriate commission(s) and discussed.
- Under the supervision of the City Manager the CIC can ~~A-~~arrange public meetings when deemed necessary for public discussions on specific topics, issues, projects, etc. These meetings would be held jointly with the Commission overseeing the specific issue. These meetings would be held and arranged so that a broad demographic of community members would be able to attend.