



CITY OF YACHATS

PO Box 345 (501 N. Highway 101), Yachats OR 97498

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Relay Oregon 800-735-2900 (TDD)

City Manager's City Council Report

MAY 2022

Elected officials	<p>Provided weekly reports to council members.</p> <p>Continue the work on a Commission Project's file and process.</p> <p>Met with Mayor and individual Councilors to discuss challenges with project management</p>
City Hall Operations	<p>Staff enrolled and is attending individualized Springbrook's utility billing training</p> <p>Worked with Accounts Payable on a system to track projects, events and grant spending</p> <p>Contacted Vacation Rentals and Businesses that have not paid for their licenses</p>
City Facilities	<p>Worked with National Business Services and Pioneer to get working wifi in all city facilities</p> <p>Met with Janitorial Services and updated contract for summer</p> <p>Bought cameras for security of City Hall</p>
Staff and Volunteers	<p>Preparing Workflow Chart and current job descriptions for union negotiation</p> <p>Met with numerous volunteers with input about projects and management</p> <p>Worked on HR issues</p>
Water/Wastewater Operations	<p>Creating new job descriptions for Public Works positions</p> <p>Approved repurposing barrels to be used as garbage collections bins (that hopefully will be decorated by YYFAP) to be placed around Commons and Green Space</p> <p>New water meters being installed</p>
Public Works and Streets Commission	<p>Working with Rick and Linn on creating a Project file that includes history</p> <p>Received new bid for completing Phase 2 of East 2nd street</p> <p>Hwy 101 Delineations being placed in curve before bridge</p>
Planning Commission	<p>Tod Davies application approved, upon council appointment, all seats filled</p> <p>Parking assessment and Housing assessment taking place</p> <p>Council confirmed that Planning Commission is also acting as the Community Involvement Committee (this is common practice for small towns)</p>
Library Commission	<p>Window broken and needed to be boarded up until expansion happens</p> <p>Had National Business Services come (again) and maintain public computers; they updated security software.</p> <p>RFP was opened for Engineer/construction team to begin construction of expansion</p>
Friends of the Library	<p>Writing MOU for designating space in the basement as a permanent solution for storing books and hosting surplus book sales</p> <p>They continue to receive generous donations of wonderful books (please keep dropping them off at the library)</p>



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Parks and Commons Commission	Thank you to George Mazeika and Fran Morse for their time volunteering to Chair the Commission! You both will be missed, and we wish you the best in your future adventures! The interior painting should be finished by Memorial Day
Friends of the Little Log Church Museum	I met with the board of directors to discuss the future vision of the museum. We met with Tim from Civil West Engineering, and he is writing up a scope of work to include the entire building as one museum project to advise the cost difference between rebuilding or restoring.
Finance committee	Next meeting scheduled for Wednesday August 3, 2022 at 10 am on zoom. Will discuss future agenda and closing FY21-22 CIP and beginning the FY22-23 CIP.
Budget Committee	Budget committee approved City Budget and Urban Renewal District Budget on May 23 rd . City Council will vote on the budget at city council meeting on June 15 th at 2 pm on zoom. Thank you to the Budget Committee and Council for attending the meetings and contributing great historical insight and suggestions.
Trails Committee	AMANDA TRAIL: Hosted a beautiful Bridge Dedication May 21 st . Thank you to all who participated in planning such a fantastic celebration. BOARDWALK: Council approved the city engage in the engineering contract with Civil West. POCKET PARKS: Still waiting on SHPO report before project implementation can begin.
Emergency Preparedness Committee	Hosting an Emergency Preparedness Fair and Beat the Wave run June 5 th starting at 9 am. During Fair there is also an Emergency Preparedness Town Hall with Senator Dick Anderson and Representative David Gomberg at 11 am outside of the Commons.

NOTES:

The Chambers will be hosting the La De Da Parade and Fireworks show on Saturday July 2nd. If you are interested in volunteering or joining in the Parade please let the Chamber know.