



# CITY OF YACHATS

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

Phone (541) 547-3565

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Relay Oregon 800-735-2900 (TDD)

## City Manager's City Council Report

October 2022

<b>Elected Officials</b>	<ul style="list-style-type: none"> <li>-Met with Mayor regularly and individual council members at least monthly</li> <li>-Worked with council members on the county committees and projects that they are participating in</li> <li>-Have two candidates for Mayor and three candidates for two Council chairs in the next election 11/8/22</li> </ul>
<b>City Hall Operations:</b> <ul style="list-style-type: none"> <li>●Finance Committee</li> <li>●Budget Committee</li> </ul>	<ul style="list-style-type: none"> <li>-Updated processes for Utility Billing, Business Licenses, and Tax payments</li> <li>-Met with Mayor Vaaler and Council President Stott to discuss nominations and possible appointments for new members of the Finance Committee</li> <li>-Met with National Business Solutions to review the commons coverage</li> </ul>
<b>Personnel</b>	<ul style="list-style-type: none"> <li>-Contracted with LGPS to assist city with Personnel services, to update handbook and policies</li> <li>-Hired part time CIP (Capital Improvement Plan) Coordinator to create a rating system for CIP projects, update current CIP, begin next FY23/24 CIP</li> <li>-Hired part time Code Enforcer</li> <li>-Assessing all city facilities and starting a maintenance plan</li> <li>-Hired part time local contractor to do regular maintenance on buildings</li> <li>-Creating two new job descriptions for utility positions</li> </ul>
<b>Volunteer Groups:</b> <ul style="list-style-type: none"> <li>●Polly Plumb</li> <li>●Food Pantry</li> <li>●View The Future (VTF)</li> <li>●Cape Perpetua Collaborative</li> </ul>	<ul style="list-style-type: none"> <li>-Hosted Volunteer Appreciation Party with over 50 attending</li> <li>-Met with numerous concerned citizens wanting to collaborate to serve the needs of the unhoused in our community</li> <li>-Polly Plumb had a wonderful Banner Auction and has already sold out the Celtic Festival Nov 11-13</li> <li>-VTF started grant writing for Walkway project</li> </ul>
<b>The Commons and Pavilion:</b> <ul style="list-style-type: none"> <li>●Yachats Youth and Family Programs (YYFAP)</li> <li>●Yachats Chamber of Commerce</li> <li>●Skatepark</li> </ul>	<ul style="list-style-type: none"> <li>-YYFAP will be renting the upstairs kitchen starting January 1, 2023</li> <li>-YYFAP planned an extensive Trunk or Treat at the Commons October 29th</li> <li>-Yachats Chamber hosted a fantastic Mushroom Festival</li> <li>-Dreamland Skatepark Designs offered to design a new skatepark and will host a community input meeting in the Spring</li> </ul>
<b>The Little Log Church Museum:</b> <ul style="list-style-type: none"> <li>●Friends of The Little Log Church Museum</li> </ul>	<ul style="list-style-type: none"> <li>-Civil West Engineering provided City Council a presentation at Oct 19<sup>th</sup> meeting</li> <li>-There was music in the garden by Big Band that was well attended</li> </ul>
<b>Water/Wastewater Operations</b>	<ul style="list-style-type: none"> <li>-Engineering Earthquake Valve on the South Tank and Backwash System</li> <li>-Working with Waldport and South Lincoln PUD to update agreements</li> <li>-Completing Drinking Water Source Protection Plan Grant</li> </ul>
<b>Public Works and Streets Commission:</b> <ul style="list-style-type: none"> <li>●Emergency Preparedness Committee</li> <li>●Water Conservation Group</li> </ul>	<ul style="list-style-type: none"> <li>-Exploring completing the 2<sup>nd</sup> and 3<sup>rd</sup> phase of ODOT sidewalk project</li> <li>-Working with Attorney, ODOT on contract for Delineations to be placed on Highway 101 in curve before bridge</li> <li>-Working with the County to incorporate Oceanview Drive</li> <li>-Incorporating Master Plans in the FY23/24 CIP</li> </ul>



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<b>Planning Commission</b>	<ul style="list-style-type: none"> <li>-Proposing new code; Fences, Walls and Hedges</li> <li>-Assessing Housing Study and Parking Study recommendations</li> </ul>
<b>Library Commission:</b> <ul style="list-style-type: none"> <li>●Friends of the Yachats Library</li> </ul>	<ul style="list-style-type: none"> <li>-New Library Administrator started</li> <li>-Contact signed to start construction on the library expansion</li> <li>-Fundraiser contracted to raise additional funds for expansion project</li> </ul>
<b>Parks and Trails Commission:</b> <ul style="list-style-type: none"> <li>●Walkway Design Group</li> <li>●Adopt A Sidewalk Garden Group</li> </ul>	<ul style="list-style-type: none"> <li>-Pocket Parks (Sunset North park and Sunset South Park) while waiting on getting jurisdiction of Oceanview Drive and the SHPO archaeological study, will host an open house for community input about benches and signage</li> <li>-The Walkway Design Group fundraising for Walkway project</li> <li>-Adopt-A-Sidewalk-Garden installed the last retention wall for planting and planted 138 Heather bushes and 300 Daffodil bulbs</li> <li>-Identified need for Master Park Plan</li> </ul>

## CITY MANAGER NOTES:

In the month of October, I attended the annual League of Oregon Cities (LOC) statewide conference. There I attended lectures on the importance of Social Infrastructure, how to recruit and retain commissioner/committee members, partnering with the private sector in emergency preparedness, and improving communications between elected officials and their constituents.

\*\*\*If you volunteer for the city or a group that works with the city and do not see your group mentioned, please email me and let me know to add you to my report. There is so much fantastic community support and great work being done, I do not want to leave anyone out!