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City of Yachats
CITY COUNCIL MEETING SUMMARY
March 16, 2022

7 Meeting called to order by Mayor, Leslie Vaaler at 2:04 pm

8 Present: Council President Ann Stott, Greg Scott, MaryEllen O'Shaughnessey, Anthony
9 Muirhead, Mayor, Leslie Vaaler, City Manager Heide Lambert, Carl Miller, George
10 Mazeika, Lance Bloch, John Purcell, Don Phipps

11 Vaaler began the meeting indicating that there has been a change in the chat feature of
12 the Zoom meeting. They will only be visible to the City Manager and the City
13 Coordinator.

14
15 A moment of silence was held for the people of Ukraine.

16
17 **I. ANNOUNCEMENTS, CORRESPONDENCE, AND PROCLAMATIONS**

18 (2:41) Vaaler indicated that the utility bills were delayed this month but they
19 did go out.

20 (3:23) Vaaler brought the Council's attention to March 21st, which is the date
21 individuals can sign up for events for the Amanda Trail Dedication (there is
22 limited capacity at some events). The sign-up can be located on the View the
23 Future website.

24 **II. PUBLIC COMMENT**

25 (4:20) George Mazeika brought up the January 6, 2022, Council Meeting
26 indicating a Letter of Intent for McCain Construction. He laid out the series of
27 events that followed. He indicated no cost estimates were indicated in that
28 letter and questioned who included those numbers and who was authorized
29 to change that Letter of Intent that was approved by Council and when was it
30 done. He indicated that time was wasted by Council and time was lost
31 proceeding with the Little Log Church and Museum (LLCM) He went on to say
32 the Museum structure was subject to a building survey in 2017, 2019 and
33 August 3, 2021, supplying considerable information on the condition of the
34 building. He questioned who and when was the decision made to have yet
35 another survey done.

36 (7:28) Vaaler indicated she would wait for the City Manager to address the
37 issue in her report.

38 (7:46) John Purcell indicated that he and John Theilacker made a
39 presentation to form a water sustainability committee to Public Works and
40 Streets on March 8th. He advised that Chair, Linn West sent the proposal to
41 the Council for approval in today's meeting. He is willing to answer any
42 questions the Council has in order to move the request forward.

1 (8:30) Vaaler indicated that an email was sent by West to the City Manager,
2 copied to Vaaler and that the City Manager can address this in her report.

3 (9:40) Lambert interjected that she did receive the report, but being here for
4 only a month was unsure how the City and Council initiate new committees
5 and she has working with the Council on this.

6 (11:29) Community member, Steven La-Sky questioned the lottery for the
7 vacation rentals. He asked if the City Manager was familiar with his
8 contentious relationship with the Council. He indicated that in November his
9 number had come up in the lottery and was told at that time that the permit
10 would be done after the holidays. He expressed his anger and frustration at
11 being stonewalled and losing money every day that nothing happens. He
12 indicated he was following the rules that the City set up but the City is not.

13 (14:48) Lambert apologized for his frustrations and that he had to come to
14 City Council to address it. She advised she would call him as soon as the
15 meeting is over.

16 (15:36) Don Phipps discussed all the many hiking opportunities but indicated
17 Hwy 101 between Ocean View Road and Yachats Ocean Road is not safe.
18 Although there is a shoulder marked by the white line, many people cross that
19 line and despite the speed limit sign and flashing sign many people speed
20 through that section. He asked the City do something to help alleviate
21 speeders. Acknowledged that he spoke with Rick McClung and how ODOT
22 and the City are working on a delineator project. He suggested a code
23 enforcement camera and indicated that several cities in Oregon use them and
24 he told McClung he would be happy to contact those cities and get
25 information for installing one.

26 (20:53) John Purcell indicated he was compelled to comment and use the
27 remainder of his five minutes. He indicated that all four Councilors that ran for
28 office listed water as their number one concern. He advised there are 13
29 volunteers ready to work on a list of items plus the Public Works Commission
30 and Rick McClung. He urged Council, before federal money “slips away” and
31 additional state monies that might be available to improve water sustainability
32 both locally and county wide, that Council move a water sustainability
33 committee up on their priorities so they can get to work and help.

34 (21:57) Stott advised she is aware of this group and echoes Purcell’s
35 comment; indicating a committee like this should have been on the agenda a
36 long time ago. She felt it should have been on this agenda but requested
37 definitely on the next agenda.

38 (22:57) Mazeika replied to Phipps comments and advised the Parks and
39 Trails Committee is a subgroup of the Parks and Commons Commission and
40 indicated they meet the first Tuesday of the month. He invited Phipps to
41 attend the meeting and give more information on the code enforcement
42 camera.

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1 III. NEW BUSINESS

2 A. Budget Committee Appointments

3 (23:47) Vaaler indicated information on candidates was included in the
4 meeting packet. She advised there are two seats available on the
5 committee and three volunteers. She opened the floor to Council to
6 questions any of the candidates: Don Groth, Dawn Keller and John Moore.
7 Vaaler posed a question to all three candidates, asking how they would
8 work with the current group and then a change of membership in the
9 coming year. Both Moore and Groth indicated that they have been on the
10 Committee already and have experienced change; they felt it would be no
11 different. Keller advised she is the newest member on the Committee and
12 having now served for a term has the knowledge of the budget process for
13 Yachats. She also indicated that she felt the perspective of someone who
14 is newer to town deserves to be on the Committee.

15 (32:51) O'Shaughnessey asked all three candidates: "What has worked
16 well that you have encountered on the Committee and what can be done
17 differently for the Committee to be stronger?"

18 (33:35) Groth indicated the Committee had been working to move up the
19 time schedule to December. It was done last year but with no City
20 Manager it slid. Wants to see the Committee continue to have the budget
21 process begin in November or December. He reviewed Oregon Budget
22 Law and it suggested having smaller interim meetings to tackle some of
23 the "nitty gritty" and make the main meetings run smoother.

24 (35:36) Moore agreed that moving up the time line is important. He also
25 indicated that a 5 and half hour meeting results in people being weary and
26 felt that two meetings of three hours might provide better decisions.

27 (36:45) Keller indicated that people have a budget questions all year
28 round and felt that a meeting where questions are gathered and the
29 Committee answers them. She indicated that a Budget Committee should
30 deal with a detailed, line item budget, not a narrative budget.

31 (39:19) Scott wanted to clarify the budget process. The City Manager
32 prepares the budget. The public does have opportunities to make
33 comments. He advised that due to the "trauma" that the last three years
34 have brought, his inclination was to rely on experience rather than
35 creativity.

36 (41:24) Vaaler talked about the process used three years ago when there
37 were more volunteers than seats. It was that each Councilor chose the
38 two candidates that they favored and the top two vote getters would be the
39 new committee members. It was a paper vote then so at this time it can be
40 done on the chat. Council agreed with voting via chat.

41 **Vote Total:** 4 votes for John Moore, 4 votes for Don Groth, 2 Dawn Keller
42 (50:50) Vaaler indicated that John Moore and Don Groth are appointed to
43 the Budget Committee for a term of three years.

1 (51:16) Vaaler explained her vote.

2 **Vote:** Scott, Moore and Groth; Muirhead, Moore and Groth; Vaaler, Moore
3 and Keller; O'Shaughnessey, Groth and Keller; and Stott, Moore and
4 Groth.

5 (53:43) Vaaler thanked the candidates.

6 **B. Proposed Budget Schedule**

7 (54:21) Vaaler advised that Lambert asked her to review the budget and
8 the schedule. Her (Vaaler) draft is in the packet.

9 (55:31) Lambert felt the schedule was a good adaption considering the
10 time remaining. Discussion held regarding scheduling a third meeting and
11 having the first budget meeting on May 9. Scott indicated he will be away
12 on the 16th, not returning until the 20th. Groth suggested the second
13 meeting be on the 23rd.

14 (1:02:48) Moore made the suggestion to keep the meetings in the morning
15 and to structure the first meeting so that at least 60+% of the budget
16 process is covered. Discussion held and then also discussed Zoom versus
17 in-person meeting. Zoom was the preferred choice.

18 Budget meetings will be: Monday, May 9th and Monday May 23rd
19 beginning at 9 am.

20 **C. System and Processes**

21 (1:08:35) Lambert advised she has been learning the process of projects
22 for the City and wanted to touch on two things: the processes for projects
23 and the systems that are being used for billing and utilities. Both were
24 affected when the Deputy went on leave in December leaving one person
25 to do many, many tasks. She shared a flow chart and discussed the
26 process.

27 (1:17:35) Scott advised he liked the concept but asked how this system
28 would pertain to projects that have already come before the Council.

29 (1:18:06) Lambert advised she would begin initiating conversations with all
30 projects being worked on now to identify where in this process they are
31 and help them move forward.

32 (1:18:36) Stott indicated that she liked this process and discussed a
33 meeting she had with Lambert and just wanted to say she was excited to
34 see this process developed.

35 (1:20:11) O'Shaughnessey clarified that the project form was done by Rick
36 McClung and herself, not Stott.

37 (1:20:15) Further discussion was held on the process and how they
38 pertained to Commissions.

39 (1:26:43) Lauritzen drew the Council's attention to Ordinance 355 adopted
40 in 2020, signed by Mayor Moore and City Manager Beaucaire, that is
41 inconsistent with this process. That Ordinance specifically directs projects
42 to the Finance Committee to determine how they fit into the "big picture".
43 Discussion ensued.

1 (1:28:25) Vaaler asked Lauritzen if Ordinance 355 was the same one
2 being brought to Council regarding the role of the Finance Committee.
3 She indicated they keep this in mind when proceeding.

4 (1:29:08) Vaaler then questioned how this process pertains to the
5 formation of a committee. Discussion was had regarding members
6 Lambert advised that her review of Ordinances indicate that committees
7 need to have a council member and she needs to do further research as
8 there are current committees that do not have a council member.
9 Discussion continued regarding committee formation, membership of
10 committees and processes regarding how the committee works.

11 (1:34:57) Muirhead wanted to commend Lambert's processes and began
12 a discussion on the utility billing and processing of payments. Lambert
13 advised that Dayna Capron will be attending a utility billing class the
14 coming week and is learning more and more every day. Scott indicated
15 that having worked with her (Dayna) that she has a very good grip on the
16 system and is very competent. "She's a keeper".

17 (1:40:48) Scott wanted to indicate that he saw great value in terms of
18 Council transparency and keeping the community informed about what the
19 City is doing and why and he will support that team any way it is
20 appropriate.

21 IV. OLD BUSINESS

22 A. Fourth of July

23 (1:42:45) Vaaler advised that Council needed to know if there were things
24 that needed to be addressed.

25 (1:43:17) Lambert informed Council that it was her understanding that the
26 Fourth of July and parade were put on by non-profits and chamber.
27 Apparently the non-profit that paid for the fireworks was unable to make
28 that happen this year but the chamber is still trying to bring it to town but
29 nothing is "for sure" at this time. She also indicated she had been
30 approached about having signage in town regarding fireworks and
31 educating visitors about fireworks within City limits.

32 (1:44:44) Stott felt a clear message needed to be sent to the Chamber and
33 other groups that the City is "full speed ahead" for the Fourth of July. She
34 went on to talk about making sure the community understands that while
35 the City will do what they can regarding illegal fireworks, there is only so
36 much they can do. Vaaler said it was suggested that signage be at both
37 ends of the City; a sign indicating Yachats takes Oregon law seriously
38 regarding fireworks. Discussion held regarding signage.

39 (1:48:23) Muirhead indicated he heard the possibility of a fireworks show
40 on July 2nd of this year. He wanted to show City support of the project by
41 making a motion: **that the City allocate \$25K towards a fireworks show**
42 **out of the Visitor Amenities Fund.** He believes it is marketing dollars
43 well spent funneling visitors through downtown for that day.

1 (1:50:20) Quinton Smith of Yachats News indicated that the expert on
2 fireworks in Yachats is Katherine Guenther and went on to discuss the
3 fireworks committee and Western Display of Canby.

4 (1:51:25) Guenther advised she hasn't heard from Western Display
5 indicating they usually called by the end of the previous year. She
6 continued by saying the pyrotechnic guys have other jobs and some of
7 them have let their licenses expire. She admitted to enjoying not having to
8 deal with it for the past two years as it is a stressful and time consuming
9 job. She went on to discuss the various issues that pertained to obtaining
10 permits, supplies, etc.

11 (1:54:52) Lambert thought there was \$20K in the marketing budget but
12 asked if Lauritzen or Groth could confirm that. There is \$3k in the budget
13 for fireworks. Guenther advised a majority of the money comes from
14 fundraising.

15 (1:58:24) Groth went over what funds were available. Lauritzen advised
16 another line can be added to the supplemental to include the \$25K.
17 Guenther advised that flexibility of date can change the cost of the show
18 and Vaaler indicated that in Finance they showed excess in Visitor
19 Amenities but that other projects were also looking at those funds.
20 Muirhead said in full transparency there is plenty of money in Visitor
21 Amenities.

22 (2:02:03) Muirhead rephrased his motion: **the City put \$25K via the**
23 **supplemental budget to support the City fireworks show.**

24 (2:02:29) Discussion held as to which fiscal year the money would be
25 applied to. Guenther advised it is a 25% deposit but that the more you can
26 pay in advance the happier they are because "it's a hard thing to
27 repossess". She went on to say Western Display out of Canby would
28 probably be the only ones to pull it off as they know "the drill".

29 (2:04:25) O'Shaughnessey questioned where the fireworks are launched
30 from. Guenther indicated they are launched from the State Park and
31 angled south west. O'Shaughnessey wanted to know if the debris ended
32 up in the ocean and Guenther advised the debris was actually in the
33 parking lot. She went on to say that a huge insurance policy is carried
34 naming all volunteers and residences in the area. O'Shaughnessey also
35 broached the subject of dogs and that this has been an argument for
36 many years. Guenther responded by saying that whether there is an
37 official fireworks show or not the City will have fireworks. She felt that an
38 official show did somewhat curb the "unofficial" ones.

39 **Vote:** O'Shaughnessey, no; Muirhead, yes; Stott, yes; Scott, yes; Vaaler,
40 no. **Motion carried, 3 yes, 2 no.**

41 V. REPORTS

42 (2:11:32) City Manager Report is in the packet. Vaaler reported that the City
43 Manager, Rick McClung, Katherine Guenther and Vaaler met with Wayne

1 Belmont and Roy Kinyon about the turnover of Ocean View Drive and advised
2 there are multiple steps. Discussion held about proceeding and where the
3 process was at.

4 (2:12:45) Lambert advised that Lauritzen did supply a financial snapshot and
5 it did not make it into the packet.

6 (2:14:58) Lambert reviewed her written report and the format for
7 commissions, staff, etc. She asked for questions.

8 (2:16:12) Stott complimented Lambert on the format and appreciated the
9 update.

10 (2:17:02) Lauritzen then presented his report via shared screen highlighting
11 the first seven months on the fiscal year. He did indicate that Visitor Amenities
12 is impacted by lack of recoding of cash receipts.

13 **VI. OTHER BUSINESS**

14 **A. From Mayor**

15 (2:20:34) Vaaler drew Council's attention to a last minute addition to the
16 packet of the Meeting Summary and advised that no one would have been
17 able to review those prior to the meeting and that hopefully they would be
18 submitted in a timely manner in the future.

19 **B. From Council**

20 **C. From Staff**

21 Meeting adjourned at 4:26 pm.

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23 Transcribed by Contractor, L.F. Barrett, March 23, 2022