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City of Yachats
CITY COUNCIL MEETING SUMMARY
May 18, 2022

Present: MaryEllen O’Shaughnessey; Ann Stott, Chair; Leslie Vaaler, Mayor; Heide Lambert, City Manager; Neal Morphis, City Coordinator; Tom Lauritzen; Lance Bloch; Katherine Guenther, City Planner

Meeting called to order by Mayor Vaaler at 2:06 pm

I. ANNOUNCEMENTS, CORRESPONDENCE AND PROCLAMATIONS

(1:16) Vaaler mentioned that the Emergency Preparedness Committee has been working hard on an emergency/disaster preparedness fair scheduled for June 5th from 9 am – 2 pm. Indicated volunteers were still needed for various tasks.

II. PUBLIC COMMENT

None.

III. NEW BUSINESS

A. Discussion in Regard to the Planning Commission

Recommendations for the Citizens Involvement Committee (CIC)

(5:59) Bloch spoke for the Planning Commission indicating they had many in-depth conversations over several months. He highlighted the document included in the meeting packet. He went on to explain that those interested in a CIC don’t want to follow state regulations as far as meetings and minutes, etc.

(8:36) O’Shaughnessey asked who “they” were.

(8:48) Bloch indicated they had input from the Yachats Action Alliance (YAA)

(10:00) Discussion held on the purpose of the CIC. Guenther stressed that a CIC is a communications group, not a policy making group and it needs to be impartial.

(14:40) Lambert indicated the State calls for a committee, the name is not negotiable. A committee makes recommendations and as such is a governing body and subject to public meeting laws.

(15:37) Stott mentioned that she looked at Newport’s makeup and asked if there were really minutes for every one of their committees and Lambert responded that to be in compliance, they do or should. Stott voiced her concern in staffing such a committee citing that currently there is an opening on the Planning Commission and referred to Bloch’s email indicating the Commission has had trouble meeting with a quorum. She expressed her desire to keep the Planning Commission as the CIC.

(19:10) Vaaler asked if there were any required duties of the CIC that the Planning Commission is not fulfilling at this time.

1 (20:01) Guenther reviewed the six (6) basic duties of the CIC She felt
 2 some of the items could be performed better by the Commission but that
 3 the Commission could do it. She agreed with Stott and felt it would be
 4 difficult to staff another committee.

5 (23:23) Bloch agreed with Guenther and explained his stance. He also
 6 indicated he didn't want to discourage anyone's voice or input.

7 (25:23) Vaaler echoed Stott's sentiments regarding staffing a committee
 8 and following state regulations

9 (26:36) Guenther indicated that a Department of Land Conservation and
 10 Development (DLCD) representative lives in our area and has offered to
 11 do hour long talks on topics that would be of interest to the community and
 12 went on to give some examples. Discussion continued regarding
 13 educating the public and access to the Municipal Code.

14 (34:58) Vaaler thanked Bloch and the Planning Commission for their work
 15 on recommendations for a CIC.

16 **B. Discussion regarding push for Legislative changes in Transient
 17 Rental Tax use.**

18 (36:39) Vaaler referred to the letter received from the City of Newport to
 19 the League of Oregon Cities regarding the transient lodging tax.

20 (38:23) Stott offered her thoughts indicating she felt some of the lodging
 21 tax should be used for streets but thought 50% was a little high.

22 (40:01) O'Shaughnessey agreed, indicating that tourism effects our
 23 infrastructure.

24 (40:30) Vaaler indicated she would like to have more flexibility on how to
 25 spend the transient tax and also thought usage could be more clearly
 26 defined. She also brought up that perhaps a portion could be used for
 27 housing for hospitality workers.

28 (43:44) Lauritzen mentioned a nuance that Newport missed and indicated
 29 that if Yachats backed this request by Newport the City would be losing
 30 ground as it is currently at 61%.

31 (45:42) Stott asked exactly what this would cost the City if the request by
 32 Newport was enacted. Lauritzen advised the City would lose \$100,000
 33 from the General Fund. Discussion continued and Stott felt a decision
 34 should be put off until a full council was available and a better
 35 understanding of what it would mean to Yachats. Council decided to
 36 address this again at the June 2nd meeting.

37 **C. Councilor Scott's schedule**

38 (51:42) Vaaler shared that Scott has indicated he has extensive travel
 39 plans and would miss meetings between July and September as well as a
 40 meeting in December. He will also not be at the second budget meeting
 41 and will miss the June 15th Council Meeting. She referred to the City
 42 Charter and just wanted the Council to be aware. She stressed the
 43 importance of keeping the government moving and the ability to maintain

1 a quorum. She went on to point out the sections of the Charter referring to
2 the vacancy of a council position.

3 (56:30) Stott felt having a pro tem councilor is premature until the exact
4 dates Scott will miss is determined. Vaaler stated and Lambert confirmed
5 Scott advised he would attend the July 7th meeting but then would not be
6 available until September 21st. Lambert went on to say these plans were
7 made for 2020 but due to Covid got postponed several times. Discussion
8 held regarding a pro tem councilor and Scott's feelings on that.

9 **IV. ONGOING**

10 **A. Council goal: "Conduct Comprehensive Community Survey"**

11 (1:03:21) Vaaler brought to Council's attention that the current Council has
12 seven months remaining to make this happen.

13 (1:04:42) Stott felt this should be pursued and done as soon as possible
14 and referred to the '08 survey and that it didn't provide a lot of useful
15 information but that it was a good place to start on developing a new
16 survey. Felt that a committee needed to be appointed.

17 (1:06:2) Lambert felt a new survey would be invaluable, especially in
18 terms of working on the CIP. She thought perhaps a councilor and a staff
19 person could put together questions/information and the council could put
20 together a survey in work sessions.

21 (1:07:18) O'Shaughnessey indicated that the questions have to be very
22 specific and perhaps have a survey researcher help develop the
23 questions.

24 (1:08:29) Discussion continued regarding how to set up the survey and
25 perhaps submitting an RFQ for a survey researcher or getting some
26 community input. Stott mentioned tracking responses to follow up on
27 those not returned.

28 ((1:13:35) Bloch brought to the Council's attention that all four (4)
29 Commissions at one time or another have indicated they wanted to do
30 their own survey and he felt each commission could appoint a
31 representative to be sure their questions were included.

32 (1:14:45) Vaaler asked how the Council would like to proceed and
33 discussion ensued. Lambert advised she would like to start the process of
34 locating a company to facilitate the survey to determine a cost and also
35 felt a call should be put out to the community.

36 **B. Report by Councilor Stott on procedures used by other cities relative 37 to possible land purchases**

38 (1:20:19) Stott indicated she spoke with Dan Cutter, City Manager of
39 Waldport and that they do not have any official policy regarding land
40 purchases. She also spoke with Spencer Neville, City Manager of Newport
41 and they do have codes for acquisition of property. She gave the
42 highlights of her conversations. She also talked about vacated property.
43 Discussion continued bringing up if there were any state regulations.

1 (1:28:04) Guenther discussed ways to fairly select a realtor and referred to
2 the process involving the sale of the fire department. That same process
3 could be used in purchasing property. Conversation continued regarding
4 appraisals and if a broker is the best way to go.

5 (1:34:51) Stott asked Guenther if from a Planner's perspective, if Yachats
6 should just have a public policy like Waldport or if codes should be
7 developed like in Newport. Guenther's response was that if it is clear and
8 is in writing, that should be good. Further discussion was held. Lambert
9 said she would research the City's current policies and compare them to
10 Newport and come back to Council with some recommendations.

11 **V. REPORTS**

12 **A. City Manager reports on Progress with Project Process**

13 (1:40:25) Lambert shared she is working with McClung in Public Works on
14 how to get a project proposed through a commission or the City Manager
15 and a project file and how it would be maintained.

16 (1:46:24) Lambert also reported that she offered the Friends of the
17 Yachats Library space in the basement of the Commons to store books
18 and she is currently reviewing the issue with the attorney on how to best
19 present that, either a lease, MOU, etc.

20 **VI. OTHER BUSINESS**

21 **A. From Mayor**

22 None.

23 **B. From Council**

24 None.

25 **C. From Staff**

26 None.

27 Meeting adjourned by Mayor Vaaler at 3:54 pm.

28

29 Transcribed by Contractor, L.F. Barrett, May 24, 2022