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**CITY OF YACHATS**  
**CITY COUNCIL WORK SESSION**  
Civic Meeting Room - Yachats Commons  
December 7, 2015  
Minutes

Mayor Ronald Brean called the work session of the City Council to order at 9:30 a.m. in the Civic Meeting Room at the Yachats Commons. Council members present: Greg Scott, Sandy Dunn, via phone, Barbara E. Frye and Max Glenn.

**I. Schedule State of the City –**

Date has been scheduled for January 24, 2016 at 2:00pm.

Dunn asked about the format for the meeting.

Glenn thought they should set up tables for commissions to answer questions and recruitment efforts. Leon Sterner stated the format from last year the community really appreciated.

Frye suggested PowerPoint presentation, by looking back of the last year agendas. Brean asked all council members to email topics & information for the presentation.

**II. Real Property Management Discussion**

Dunn stated that she has been doing some research and has not gotten very much information. City Recorder, Nancy Batchelder has gotten some information from Newport regarding lease, own, managed property. Dunn would like to bring back to Council later to discuss.

Frye would like to see some guidelines.

Brean stated that he would do an outline and confer with Dunn. This item will be added to the work session agenda for next month.

**III. Organizational Study Group Recommendation**

Scott presented the document for the Yachats City Administrator. Brean had discussion with the LOC Council regarding title clarification (City Administrator – City Manager) and to whom the City Recorder reports.

Scott suggested that they go through the job duties. The document will be updated and put on the document library and present it to council on Thursday. Scott would like to keep the process moving forward.

The Group recommends that the City utilize the same company that Waldport used (Prothman/\$15,000). The recruitment and compensation, starting salary information still needs to be gathered. Scott wants to add a discussion item at the December 10 meeting.

**IV. Set the agenda for the December 10, 2015 City Council Meeting**

Add Correspondence per Brean regarding Tom Kerns – Draft Declaration on Human Rights and Climate Change; Recommendation from the Organizational Study Group regarding the Search Firm to hire; and, planning for the Water Rates Meeting on December 14. Brean & Lauritzen will confer.

Frye stated the Water Rate information page was not presented in an appropriate way.

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2 Parks & Commons Meeting had a discussion on the Safety on the concrete wall and fence.  
3 There were no notes or recommendation as what was said in the minutes. Don Niskanen stated  
4 that there is not a safety issue at this point and all precautions have been taken.  
5  
6 The same minutes did not include the position & recommendation as to the mural at the skate park  
7 site. Niskanen stated that they would need to get Council approval when they know what will be  
8 painted and the cost.  
9  
10 There was discussion on when the automatic indexing for the water and sewer rates should take  
11 place – at the first of each calendar year or the first of each fiscal year. Brean stated that the draft  
12 Resolution might need to be changed and asked Rick McClung to get information from Waldport  
13 City Manager, Kerry Kemp regarding what index they use and when they adjust the rates.  
14  
15 Dunn asked if the Section 5 of the Resolution regarding the fees had not been addressed. Deputy  
16 Recorder, Kimmie Jackson stated that we charge the fees our bank charges us for return items.  
17 And that the prepayment discount is still in effect.  
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19 The meeting was adjourned at 11:55 a.m.

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26 Ronald Brean, Mayor

27 Attest:

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31 Nancy Batchelder, City Recorder