



# City of Yamhill

A small taste of Oregon

**CITY OF YAMHILL  
CITY COUNCIL WORK SESSION  
Friday January 6, 2023  
4:30 PM  
MINUTES**

**1/2. CALL TO ORDER: Roll Call**

Mayor Yvette Potter called the City Council Work Session to order at 4:42 PM and lead the pledge of allegiance.

Present In-Person: Mayor Yvette Potter, Council President Kay Echauri, Councilor Tim Askey, Councilor Marci Hedin arrived at 5:07 PM

Absent: Councilor Andrew McMullen excused

Staff Present In-Person: Kim Steele, Interim City Treasurer/Court Clerk; Greg Graven, Police Chief/Interim City Administrator; Kyle Adams, Public Works Plant Operator; Contractor Ross Schultz Lane Council of Governments

**3. PRESENTATIONS:**

Ross Schultz provided a presentation on the budget process. Ross' presentation is attached below.



Council Jan. 6th -  
Ross Schultz.pptx

Interim City Administrator Chief Graven provided a presentation on the three goals established by the City Council for the current 2022-2023 fiscal year consisting of

- Staff Stability
- Operational Efficiency – Technology
- Water Storage

There was a discussion by Council to set aside some funding for projects including a website design and IT services.

In preparation for the 2023-2024 budget, Interim City Administrator Chief Graven, discussed goals and issues that could cause an impact to the budget for the City of Yamhill. Chief Graven's presentation is attached below.



2023-2024  
Discussion Goals & Tr



Public Works  
Presentation.docx



Goal Setting 2023  
-2024 Bregante-Cand

Interim City Treasurer/City Clerk Kim Steele provided an update on the current 2022-2023 fiscal year budget.

Contractor, Ross Schultz discussed important issues to be included in the 2023 Budget process.

**4. COUNCIL DISCUSSION:**

Vision for the city in 20 years:

1. Bring People to town
2. Family Orientated
3. Historical
4. Senior Services
5. Solid Infrastructure
6. Eat With Your Eyes
7. Differentiation – Branding
8. Nature trails
9. Community Gardens
10. Dog Park
11. Events
12. Family

Projects that needed to be done for the city in next 1 – 5 years:

1. Improve Communications
  - a. Externally, Social Media presence (Dayton’s App.)
  - b. Internally – Staff to Council and Council to Staff
2. Water Storage and Supply
3. Storm water review (House Flooding)
4. Sanitary improvements
5. Sidewalk Improvement
6. Facility maintenance system

18-month priority:

1. Communications – Internal and External
2. Develop a project plan and a way to status it
3. Ask planning commission to work on an old town overlay
  - a. Protect historic buildings
  - b. Bring business to Old town
4. Code Enforcement
5. On-Line Water Meters
6. Tools for Ops (make sure staff has tools to do the job)

**BREAK:** 5:22 PM.

**RESUME WORK SESSION:** 5:43 PM.

During the meeting during goal setting Council discussed concepts of a downtown revitalization and discussed goals for the City of Yamhill.

Mayor Potter discussed goals of:

- Thriving business
- Better communication with staff, employees, the community
- Trees
- Nature Pathways
- Dog park
- Ballfield
- Camping
- Economic development
- Ideas to “bring people to town”
- Updating the City website and an App based concept for communication similar to what the City of Dayton provides.
- Water Supply and Storage

Councilor Marci Hedin discussed goals of:

- Improving city infrastructure
- The water project including better storage capabilities, interties for storage, impound
- Improvement of structures
- Better communication with staff, employees, the community

Council President Kay Echauri discussed goals of:

- Concerns with abandoned homes
- City ordinance violations of abandoned homes, vehicles parked in right of way.
- Beautification with a concept of a community garden
- A Senior Center

- Water Supply and Storage
- Stormwater system upgrades and piping
- Better communication with staff, employees, the community

Councilor Tim Askey discussed goals of:

- Infrastructure
- Making Yamhill unique – Branding
- Focus on the history of the City of Yamhill
- Sidewalk improvements
- Better communication with staff, employees, the community
- Water Supply and Storage

Council elect Shea Corrigan discussed goals of:

- A Community Center
- Kids program
- Water Supply and Storage
- Better communication with staff, employees, the community

The Council then discussed goals for the next 18 months for the City of Yamhill:

- Internal and external communication
- Code enforcement / town cleanup
- Transitioning to radio read water meters
- Employee retention
- Vehicle, equipment and tool upgrades and replacement
- Work with the Planning Commission to develop a Historic District and bring in businesses
- Transportation Plan / TGM Grant
- Develop a project plan / support

5. **ADJOURNMENT: 6:33 PM**

Respectfully submitted,



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Yvette Potter  
Mayor, City of Yamhill

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ATTEST:

Greg Graven, Interim City Administrator/Chief of Police  
Interim City Recorder