

1. Agenda

Documents:

[2020-06-18 Parks And Commons Commission Agenda.pdf](#)

2. Parks & Commons Meeting Materials

Documents:

[2020-02-20 Parks And Commons Minutes.pdf](#)

[LLCM Yearly Report 2020.Pdf](#)

[2020-05-27 Joint Public Works And Streets - Parks And Commons Minutes.pdf](#)

[2020-06-12 Facilities Report.pdf](#)

3. No Agenda

There is no agenda available for this meeting, please review the minutes.



**CITY OF YACHATS
PARKS & COMMONS COMMISSION
REGULAR MEETING**

Meeting to be held via ZOOM
Thursday June 18, 2020 at 3:00pm

Join Zoom Meeting

<https://us02web.zoom.us/j/88538791712?pwd=M2QydGxaUDVveG55cWJQbGdYVnJWdz09>

Meeting ID: 885 3879 1712

Password: 058603

One tap mobile

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- I. Call meeting to order
- II. Approval of Regular Meeting Minutes of February 20th and May 27, 2020 (attached)
- III. Reports
 - A. Facilities Manager (heating unit repair/replacement update)
 - B. Yachats Trails Committee
 - C. Little Log Church (2019 Yearly Report, attached)
 - D. Commissioners
- IV. Finance
 - A. Commons
 - B. Trails
 - C. LLCM
- V. Proposal for a dentist office in the Commons from Mayor Moore
- VI. Old Business
 - A. Driftwood Road improvements
 - B. 2011 Yachats Community Park Master Plan – regroup & plan
 1. Existing
 2. Completed projects and dropped scopes of work
 3. New considerations:
 - a. Fenced youth area
 - b. Revived baseball/softball field
 - c. Dog park
 - C. Noxious weed (Berdie)
- VII. New Business
 - A. From Commission
 - B. From the floor: Topic not listed on the agenda: 5-minute limitation per person

Next meeting: Thursday, July 16, 2020, at 3:00PM Via ZOOM Commission meets the third Thursday of each month.

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review at City Hall, or on the City website at www.yachatsoregon.org.

In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance.

Posted: 06/11/20



CITY OF YACHATS

PARKS AND COMMONS COMMISSION

January 16, 2019

Draft Minutes

I. Call to Order

Chair John Purcell called to order the February 20, 2020 meeting of the Parks and Commons Commission at 3:00 pm in Room 1 of the Yachats Commons. Members present: John Purcell, Linda Johnson, Dawn Keller, Dean Shrock, Michael Hempen, Craig Berdie, and Absent: Scott Gordon. Also Present: Facilities Manager Heather Hoen, Trails Leads Bob Langley and Loren Dickinson, and Little Log Church Representatives Carl Miller, Karl Christianson and Mary Crook. Audience: 11.

II. Approve Minutes – January 16, 2020

Date should be 2020, not 2019.

Gordon was present at the January 2020 meeting.

Commissioner Hempen moved to approve the January 16, 2020 minutes as amended: Aye – 6; No – 0.

III. Reports

A. Facilities Manager

Facilities Manager Heather Hoen reported she was having difficulties getting a third estimate so the bid process would meet procurement requirements. She stated the Council did approve the funding for a capital project. She explained the due diligence required to move forward if she is unable to get “apples to apples” comparative bid. She expected to be able to proceed after hearing from a third potential bidder tomorrow. Hoen explained the requirements of procurement law around due diligence. She estimated 4-6 weeks for an install.

Commissioner Berdie asked if there were rebates available. Hoen stated CIS and PUD did not have a rebate for this project.

Purcell asked Hoen what was planned for maintenance for the remainder of the fiscal year. She explained she was planning to pressure wash and paint the building and to repair fascia boards in the spring. She also wanted to look into a commercial dishwasher for the kitchen as what is in there now is only a sanitizer. She must clear drains when users use the sanitizer as a dishwasher. She estimated a commercial dishwasher would cost between \$3,000 and \$6,000.

Commissioners directed Hoen to move forward and to get estimates for the dishwasher.

1
2 Berdie asked about potential scheduling conflicts with the Honey Lovers Festival. Hoen
3 explained the Honey Lover's Festival is now under the auspices of Blythe Collins.
4

5 Purcell asked for clarification on some line items in the budget. Hoen explained "Rents and
6 Fees" is monies from room reservations, equipment rentals, etc. and "Rentals" is income from
7 rent of the Commons by City Hall and YYFAP.
8

9 Purcell asked the Mayor if the City Hall rental fees will cease if City Hall moves to the 501
10 Building. Mayor Moore explained the Council Chambers might not move until the next year.
11 Mayor Moore believed that the income would remain regardless of the source. He expected
12 Phase I of the move would happen as soon as the City gets approval from the grantor, USDA.
13

14 **B. Yachats Trails Committee**

15 Trials Lead Langley handed out a map they have prepared in trifold version and a laminated
16 large poster version. He asked what was needed to get approval to move forward with getting
17 additional maps printed. Commissioner Johnson asked that some of the trail maps be placed at
18 the Little Log Church. Langley indicated the Trails Committee was investigating additional
19 locations
20

21 Berdie asked about a trail from King Street to Horizon Hill. Langley noted this path was not on
22 the map as it was not part of any looped trail. Purcell clarified the trail sign at the end of Marine
23 Drive was removed.
24

25 Langley explained the only difference between the big map and the tri-fold was a note indicating
26 "You are here." He indicated Trials was waiting to see how many wanted the larger version
27 before spending the \$25 each to print and laminate.
28

29 Langley asked for input on replacing the trail counter on the Ya'Xiák Trail. He explained the
30 type of data that these trackers can provide, noting the Amanda Trail one just keeps a running
31 total. The others can get more detailed analysis of usage. Commissioner Keller asked what the
32 data was used for. He indicated it was used for grants, to justify their maintenance, and to plan
33 for maintenance. Hoen added the data also helps to justify the use of Visitor Amenities funds for
34 maintenance.
35

36 Commissioner Shrock asked if it was essential to replace the missing tracker. Purcell believed
37 this data has value and it should be in the Trails Report. Langley indicated the data has been in
38 the Trails Report for the past six months. Purcell asked if the device could be better secured and
39 Langley indicated they are looking into that issue. Hempen believed the expense was justified in
40 documenting the importance of the trails. Johnson recalled there was a suggestion to identify the
41 device as a counter and not a camera. Purcell clarified that Trails did not have a firm
42 recommendation to replace this device. Hoen suggested there is justification because of the use
43 of the restricted portion of Visitor Amenities for trails.
44

45 Keller believe it was appropriate to replace the device. She asked that Trails think about how to
46 secure the counter. Berdie noted this counter is the Siuslaw Forest and perhaps the Forest
47 Service would share the cost.
48

1 Purcell clarified that the Commission did not have the graphs of the trails use data. The
2 Commission discussed better communications around distribution of the Trails Report.

3
4 Purcell passed out a document on the Trails budget that shows how the Trails budget maps with
5 the Springbrook line items. Berdie was open to suggestions from Trails about how they want to
6 approach their budget. Trails Lead Loren Dickinson stated Trails was certainly willing to work
7 with the City on classifying their budget.

8 9 **C. Little Log Church**

10 Mary Crook reported 38 couples participated in the two seatings of the Valentine's Day Vow
11 Renewal Ceremony. The event netted \$779 for the City. She highlighted examples of where
12 people came from, including Arizona and Bellingham, WA). Karl Christianson reported he had
13 another meeting with their Attorney about managing their 501(c)3 about policies. He indicated
14 there will be one more meeting about IRS rules.

15
16 Purcell stated that the budget meeting will be in May and he wanted to know what they should
17 recommend to the City around capital planning for the remodel in the coming fiscal year.

18
19 Hoen reminded Crook to log information about where people come from to justify the Visitor
20 Amenities Fund expenses. Keller asked if they could add visitor data to their report.

21 22 **D. Commissioners - none**

23 24 **E. Citizens**

25 John Moore stated he was approached by the Assistant Governor from the Rotary Club. He
26 indicated that every year, the Rotary group has a speech contest where students compete in a
27 speech contest. Moore noted this year, they can only have one person enter from the district so
28 there is a need to have a local competition to determine this single representative. He indicated
29 the Council Room was ideal for this meeting and wanted the approval of the Commission to use
30 Room 1 for this purpose. He noted that using Room 3 would involve considerable set up and
31 take down time. Moore indicated he would be the responsible party.

32
33 Commissioners discussed this potential use of Room 1. Purcell suggested the Little Log Church
34 as a location as it had good acoustics and could be an alternative location.

35
36 Berdie moved to allow the Rotary Club to use Room 1 on April 2, 2020 at 5:30 for their speaker
37 competition and to waive the fees for Room 1: Aye – 6; No – 0.

38
39 Purcell added that the City would be open to a contribution from the Rotary Club.

40 41 **IV. Finance**

42 **A. Commons**

43 Johnson suggested the Commission get some history on what the numbers mean, such as the
44 \$40,000 item for personnel, none of which has been spent. She indicated a note to explain this
45 situation would be very helpful.

46
47 Purcell stated that COG could create additional accounts and descriptions but cannot change
48 existing accounts. Minutes taker Anderson and Hoen stated their understanding was that they

1 could not add chart numbers. Anderson added that the City Manager does not want to do that.
2 Keller also stated she did not think Manager Beaucaire wanted to do that. Berdie noted these
3

4 Purcell wanted to know more about who uses the building. Hoen explained the kind of reports
5 she can run. Purcell wanted to know more about the users and how much they pay. Hoen
6 indicated she could run a report by type of event or user category. Purcell clarified there were
7 four user categories: nonprofit, government, private, and commercial. Purcell also asked to
8 identify who the nonprofits were. He wanted to get more information about whether they were
9 charging enough and where the City could make more money, such as with weddings and
10 memorial services. He also suggested getting comparables from other cities. Hoen explained the
11 City was on the low side with neighboring cities. Anderson added that the rates were compared
12 around a year ago.
13

14 Hoen reported she received the first wedding reservation where the \$500 deposit was required
15 and there were no issues with that reservation.
16

17 Purcell noted a group like the Cape Perpetua Collaborative might be more of a support group for
18 a government agency and they do have funds to cover costs. Anderson suggested that it was
19 sounding like the City was trying to break even on Commons rentals. She cautioned that the
20 Commission not getting into a situation with the community around wanting the Commons to be
21 a revenue creating entity. Hoen added that there was wiggle room around how strictly to apply
22 the categories. Purcell stated he was not trying to penalize any group. Shrock added that some
23 nonprofits make significant money on events at the Commons. Keller suggested they could
24 distinguish between types of nonprofits.
25

26 **V. Old Business**

27 **A. Dog Park –**

28 Mary Aebi and Carita Edson made a presentation on bringing a dog park to Yachats.
29

30 Purcell stated he went to the City County to ask if they would be open to having a dog park when
31 the 2011 Parks Plan does not specify a usage for dog parks. Purcell suggested it was a good time
32 to review this 2011 Parks Plan given the recent requests on the space usage.
33

34 Shrock was open to the idea of dog park but wanted the proposers to ensure they will follow
35 through on what they propose. Shrock was curious about the potential use of a State Park and
36 the funding available from the State for parks.
37

38 Berdie suggested proposers be prepared to address why a dog park would get priority over a
39 children's play area. He did not think the State Parks would allow for a dog park. He was more
40 interested in the forested area for use for a dog park.
41

42 Johnson stated she wanted the Commission to decide if the 2011 Parks Plan was the plan they
43 were following. She had concern about having a dog park next to the two churches.
44

45 Hempen indicated he was open to the idea of a dog park. He spoke with a relative with the
46 ASPCA and realized the changing nature of people and how they live with their dogs. He did
47 think a dog park would help the City. He wanted to get more information on whether the State
48 Parks would allow for a dog park.

1
2 Keller stated the Commission's first order of business was to finalize the Parks Master Plan and
3 believed the decision on a dog park was premature.
4

5 Purcell summarized that the Commission was open to reviewing the 2011 Parks Plan. Purcell
6 suggested forming some type of subcommittee to review the parks plan and to have a community
7 meeting on the topic. He also noted what they requirements around the wetlands were. The
8 Commission discussed how to proceed establishing uses for various spaces. Hempen asked they
9 could set aside time to discuss the issue in more detail. Purcell suggested having a work session
10 to organize their priorities.
11

12 The Commission agreed to set a work session to establish their priorities at 1:30 pm on March
13 19, 2020.
14

15 Purcell asked Johnson to reach out to Dave Reiseck to see if he would be interested in
16 participating in the work session. The Commission suggested inviting people who worked on
17 the project in 2011 including, Gretchen Armstrong, Gerald Stanley, and Betty Bahn.
18

19 **B. Noxious Weeds**

20 Berdie stated he went to the City Council to get input from Council. He indicated he needed to
21 get clarification from Councilor Vaaler on what she wanted with respect to the update. Purcell
22 clarified that Berdie would be going back to the Council.
23

24 **VII. Other Business**

25 **A. From the Commission**

26 Berdie noted the Planning Commission discussed what type of sign could be used for the reader
27 board to make it easier on Hoen. Hoen indicated she would revisit the issue and report to the
28 Commission. Purcell indicated he would ask a sign person in Arizona for recommendations.
29

30 Keller reported she looked up the 2020 Vision document and was impressed with the
31 information. She had been thinking about how to proceed with creating a new vision and
32 communicating that with the citizens. Keller indicated there was a community visioning project
33 around 1996 that led to the report. She did not believe that the City used this plan much.
34 Anderson explained the Planning Commission's role in updating the Comprehensive Plan, which
35 often involves community visioning. She indicated there were several groups asking for
36 visioning work.
37

38 **B. From Staff**

39 Hoen reported Gretchen Armstrong was hosting a concert that would be open to the Community
40 that would be by donation. Hoen also raised the issue with the Honey Lover's Festival. She
41 explained the odd category these community events fall into given that they are not nonprofits
42 but they are hosting the events for the benefit of the community. She asked for the
43 Commission's help in how to handle these types of events. Purcell suggested discussing this at
44 the work session.
45

46 Purcell asked Hoen to provide a page of rental rates for their next meeting. Berdie asked for
47 identification of the costs associated with events.
48

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B. From the floor - none

Purcell adjourned the meeting at 5:12 pm.

_____	_____
John Purcell, Vice-Chair	Date
Minutes prepared by H.H. Anderson on March 7, 2020	

THE FRIENDS OF THE LITTLE LOG CHURCH & MUSEUM
2019 YEARLY REPORT

MARCH 11, 2020

ALMOST TWELVE MONTHS AGO, THE YACHATS PARKS & COMMONS COMMISSION CHALLENGED THE LITTLE LOG CHURCH & MUSEUM BOARD WITH BECOMING A SIGNIFICANT FUND RAISER FOR THE LITTLE LOG CHURCH. LET 'S REMEMBER THAT, LLCM HAD ONLY BEEN ASKED TO STEWARD THE FACILITY AND WITH VOLUNTEERS HANDLE THE VISITORS AND THE BASIC PUBLIC RELATIONS THAT TOOK PLACE ON A DAILY BASIS. IN PRIOR YEARS, THE CITY, THROUGH THE AUTHORIZATION OF THE YACHATS CITY COUNCIL ASSUMED THE MAINTENANCE AND UPKEEP OF THE LLCM. THIS CHANGE TO THE CHARTER OF LLCM FROM "STEWARD" TO "FUNDRAISER/RESPONSIBLE PARTY" WAS A HUGE "ASK. AND WE'VE RISEN TO THE CHALLENGE

WITH THAT IN MIND, THE BOARD, CONSISTING OF CARL FOSTER MILLER, PRESIDENT, MARY CROOK, SECRETARY AND KARL H. CHRISTIANSON, TREASURER, MADE THE DECISION TO ACCEPT THIS CHALLENGE. THE BOARD THEN DECIDED TO TAKE ON THE TASK OF RAISING \$100K PLUS, TO ASSIST THE CITY OF YACHATS WITH THEIR DEDICATED \$300K FOR THE RE-BUILDING OF THE LLCM.

THEN THE PARKS & COMMONS COMMISSION SUGGESTED THAT THE BOARD OF LLCM PURSUE GAINING A NON-PROFIT, 501(c)(3) STATUS TO HELP FACILITATE THE FUNDRAISING. WE HAVE DONE THAT AS WELL.

WITH THE HELP OF THE FRIENDS OF THE LITTLE LOG CHURCH, ATTORNEY 'S FEE OF OVER \$4,200.00 WAS TAKEN CARE OF AND WE GAINED NON-PROFIT STATUS ON AUGUST 4, 2019.

PARKS & COMMONS ALSO URGED US TO STRENGTHEN OUR BOARD OF DIRECTORS AND OUR SUPPORT GROUP, THE FRIENDS OF THE LITTLE LOG CHURCH & MUSEUM. AGAIN, WE HAVE DONE THAT.

WITH THE ADVISE AND APPROVAL OF OUR ATTORNEY DAVID ATKIN, AT THE CENTER FOR NON-PROFIT LAW, IN EUGENE, OREGON, THE BOARD DECIDED TO INCREASE THE BOARD TO FIVE (5) MEMBERS. WE HAVE ADDED A NEW MEMBER TO OUR BOARD, JO LAYNE McDOW, AND ARE IN SEARCH OF A FIFTH BOARD MEMBER.

WE THEN COMPOSED AND SENT OUT LETTERS TO 810 OWNERS OF YACHATS PROPERTIES, REQUESTING DONATIONS FOR OUR PROJECT. THE FRIENDS WERE APPROACHED BY GARY CLEASBY, CITIZEN OF YACHATS AND MEMBER OF THE YACHATS BIG BAND, OFFERING TO HAVE TWO CONSECUTIVE FUNDRAISING DANCES. DANCES WERE HELD ON JULY 29, 2019 AND AUGUST 24, 2019 ACCUMULATING \$1,007.00. ONE OF US PRODUCTIONS, A YACHATS COMMUNITY THEATER GROUP DONATED \$2,500.00 ON SEPTEMBER 6, 2019, AND ANOTHER \$2,500.00 ON JANUARY 17, 2020. IN DECEMBER TWO CONSECUTIVE FUND RAISING EVENTS WERE HELD ON SHORT NOTICE AND WITH ALL THE OTHER HOLIDAY EVENTS GOING ON ATTENDANCE WAS QUITE LOW. ONE OF THE PERFORMERS DONATED HIS TIME AND THE OTHER ENTERTAINERS FEE WAS COVERED BY ONE OF OUR DONORS. WE HAVE HAD DONATIONS AS LOW AS \$10.00 AND SEVERAL AT \$1,000.00. FOLKS FROM ALL OVER THE COUNTRY HAVE BEEN KIND IN GIVING TO OUR PROJECT. WE WOULD LIKE TO NOTE THAT CITIZENS OF WALDPORTE HAVE BEEN VERY CARING TO OUR CAUSE AS WELL. WE CONTINUE TO OFFER ENCOURAGEMENT FOR CONTINUED DONATIONS AND ARE ALWAYS LOOKING FOR DIFFERENT FUND RAISING EFFORTS. WE HAVE THE SUPPORT OF THE LADIES CLUB AND THE LION'S CLUB OF YACHATS.

THE LITTLE LOG CHURCH & MUSEUM IS AN EXCELLENT VENUE FOR SMALL ENTERTAINMENT GROUPS IN THAT THE ACOUSTICS ARE TOP NOTCH AND WE ARE HOPING THAT IN REBUILDING THE STRUCTURE WE WILL ENJOY THE SAME EFFECTS. WE ARE LOOKING AT OTHER WAYS FOR FUND RAISING PROGRAMS AT LLCM.

CARL REQUESTED \$115.00 FROM THE BOARD TO PARTICIPATE IN A GRANT WRITING COURSE SPONSORED BY THE FORD FAMILY FOUNDATION, OREGON COMMUNITY FOUNDATION, NEIGHBORHOOD WORKS, OREGON COUNCIL FOR THE ARTS AND NONPROFIT BOARD TRAINING AND RESOURCES, TAUGHT BY MEREDITH HOWELL. HE COMPLETED THE COURSE ON MARCH 5, 2020. HE IMMEDIATELY BEGAN THE PROCESS OF WRITING A \$127K+ GRANT. THIS IS APPROXIMATELY 30% OF THE ANTICIPATED COST OF REBUILDING THE LLCM, REQUIRED BY THE GRANTEE. A TOTAL OF 50% OF THE FUNDS IS NEEDED FOR THIS GRANT TO BE ACCEPTED.

THE AGATE FESTIVAL COMMITTEE HAS VOTED TO DONATE ALL PROCEEDS FROM THEIR 2021 WINTER RAFFLE EVENT TO THE FRIENDS OF THE LITTLE LOG CHURCH & MUSEUM FUNDRAISING EFFORTS.

IT HAS BEEN A GREAT YEAR FOR LLCM AND WE ARE HOPING THE COMING YEAR TO BE EVEN BETTER. YACHATS IS A WONDERFUL COMMUNITY AND WE ARE HOPING THAT THERE ARE "ANGELS" OUT THERE TO HELP US IN OUR EFFORTS. WE ARE SINCERE IN OUR EFFORTS TO HELP THE CITY WITH THIS IMPORTANT PROJECT. THE LITTLE LOG CHURCH & MUSEUM IS THE MOST IMPORTANT HISTORIC TREASURE THE CITY OF YACHATS HAS AND WE MUST ALL INSURE THAT IT REMAINS A FOCAL POINT FOR ALL WHO LIVE AND VISIT HERE. IF YOU HAVE DONATED, THANK YOU, AND WE ENCOURAGE YOU DO TO SO AGAIN.

ARTICLE ON LITTLE LOG CHURCH & MUSEUM 'S HISTORY AND FUNDRAISING-BARBARA, COVELL SOUTH LINCOLN NEWS

RADIO INTERVIEW WITH MARY CROOK, NEWPORT, BY CATHERINE RICKBONE

RADIO INTERVIEW WITH MARY CROOK, FLORENCE, BY LARRY BLOOMFIELD

RADIO INTERVIEW ON FRIENDS OF THE LITTLE LOG CHURCH & MUSEUM 'S 501 (C)(3) JUNE 9, 2020 2 BY LARRY BLOOMFIELD



City of Yachats
SPECIAL JOINT MEETING
PUBLIC WORKS & STREETS COMMISSION
PARKS & COMMONS COMMISSION

May 27, 2020

Draft Minutes

I. Call to Order

Chair Bob Bennett called the May 27, 2020 meeting of the Public Works and Streets Commission to order at 3:03 pm via Zoom. Members present: Bob Bennett, Ron Urban, Don Groth, Tom Fisher and Linn West. Absent: Tom Bedell.

Chair John Purcell called the May 27, 2020 meeting of the Parks and Commons Commission to order at 3:03 pm via Zoom. Members present: John Purcell, Linda Johnson, Dean Shrock, Dawn Keller, Scott Gordon, Michael Hempen, and Craig Berdie. Absent: none.

Staff present: City Manager Shannon Beaucaire, Water Plant Lead Rick McClung and Deputy Recorder Kimmie Jackson. Council Present: Leslie Vaaler. Audience: 2.

II. Discussion of Driftwood Project

Rick McClung reported the engineering plans were complete. The plan included:

1. 18 new parking spots
2. ADA approved sidewalks
3. two-way traffic
4. head-in parking

Commissioner Shrock asked for clarification on the area around the vehicle charging station. Commissioner Purcell suggested using diagonal parking as opposed to head-in parking. McClung indicated he first considered parallel parking, then shifted to a one-way street with diagonal parking. He believed a one-way street would cause too much congestion. Purcell stated drivers will have more awareness with diagonal parking.

Manager Beaucaire stated the benefits Purcell mention are correct, but she stated diagonal parking would mean that a wider street is required.

1 Commissioner Berdie indicated he measured the area and noted this project moves the
2 pavement to 12 feet beyond the existing telephone poles. McClung estimated five to
3 eight feet. Berdie suggested that the parking be moved to the east side of the road.
4 McClung indicated curbs would be needed on both sides of the road for drainage
5 purposes, so the side for the parking would not change that need. Commissioner Urban
6 clarified that the street would be of adequate width.

7
8 Nan Scott (Combs Circle) stated that she was concerned about having a two-way street
9 and sidewalks on both sides for such a small distance. She stated a concern with
10 encouraging traffic to go through the church parking lot to get to W 7th Street. She
11 noted that the church brings elderly people and children. She also noted the east door
12 opens close to the road and can be dangerous for people exiting if cars are driving by.
13 She asked what the rationale for a two-way street was.

14
15 McClung suggested the church could add some kind of physical barrier or post signage.
16 He suggested the city needs to plan for growth. He thought the two-way traffic would
17 allow people to exit without going through the church parking lot.

18
19 Commissioner Hempen asked about the drainage on the west side. McClung pointed
20 out a storm drain catch basin in the drawing.

21
22 Commissioner Johnson did not like the idea of a two-way street in that area. She asked
23 why they needed so many parking spots. McClung indicated the parking was for both
24 the public and the 501 Building. McClung speculated on future uses of the area.
25 Johnson noted there were 23 marked spaces around the 501 Building and did not see a
26 need for 18 more spaces.

27
28 Shrock noted the area where the 18 spaces would be was currently filled every Sunday
29 for the Farmers Market. He favored additional parking but was not in favor of losing
30 green space.

31
32 Berdie clarified that the project does not include landscaping.

33
34 Urban stated the area is currently used by vendors who have larger rigs. He asked
35 what those people would do if this area was marked for head-in parking. McClung
36 indicated they could use the area on the west end of 4th Street or the code enforcer
37 could get an exception from code enforcement. Manager Beaucaire stated they could
38 temporarily unload and move to a longer-term spot.

39
40 Bennett stated that part of the 101 Project was to increase the walkability in the City.
41 He believed this location was a good central location for visitors to park and would make
42 the City more walkable.

43
44 Johnson believed that a two-way street would encourage people to travel faster.
45 Bennett did not think the layout would encourage people to speed.
46

1 Johnson asked who was paying for the project. McClung indicated the City received a
2 grant for \$100,000 from the State of Oregon and the City would contribute \$50,000.
3

4 Purcell noted this was a public works project and he wanted Parks and Commons
5 involved in the decision as the area involved a City park. He appreciated the amount of
6 work McClung has done. He suggested there were things that could be done to
7 minimize speed such as speed bumps.
8

9 A person on chat asked why there was no public input on the project. McClung
10 indicated they started discussing the project about four months prior to the coronavirus
11 outbreak. Bennett added this project has been in the Public Works CIP for over a year.
12

13 Councilor O'Shaughnessey asked if anything been done to reach the public other than
14 meetings. She suggested they need to get information to the public so they do not feel
15 blindsided and better communication would build trust.
16

17 Johnson stated she is on the Parks and Commons Commission and reads everything
18 they get. She had never seen this plan. She noted she would have voiced an opinion
19 had she seen it earlier. She noted it is one thing to say that you are repaving and
20 another to say it will cost \$200,000.
21

22 Bennett suggested they could start putting Public Works CIPs in the newsletter.
23 O'Shaughnessey said she goes to the Green Salmon each day and no one there knew
24 this project was going on. She indicated many people do not go to the website. She
25 noted people are talking about loss of revenue and the City needs to choose projects
26 that can be justified.
27

28 Purcell indicated it's not a \$200,000 project and it is a project that only costs the City
29 \$50,000. O'Shaughnessey stated that would be a good argument to make for the
30 project. Purcell stated that the project has many advantages and ignorance of the law
31 does not excuse people, and that communication with citizens was important but care
32 was needed in deciding what was presented.
33

34 Johnson asked where she would find the budget for this project and whether it would
35 note the grant. McClung noted it would be listed as \$157,000 in the budget document
36 which was on the City website. Manager Beaucaire indicated Driftwood Project was in
37 last year's budget and in her City Manager's reports, both for the project and for the
38 grant. She believed there was something in a Newsletter article as well.
39

40 Keller wanted to see flexible spaces for parking so that the area could handle overflow
41 parking. She explained that once you put the road in, the road and parking become
42 fixed to only one possibility for travel and parking. She suggested they have a zoom
43 meeting with the town so the public would not be taken by surprise by this project.
44

45 Shrock asked about the deadline for the grant. McClung indicated the funds must be
46 spent a year from now. Shrock agreed with Johnson in that he has no awareness of

1 this project. He noted everyone will not agree with the project but he wanted see this
2 project be more public.

3
4 Hempen indicated he was aware of this project for about six months as he has been
5 proactive in keeping aware. He favored the project and thought the parking was
6 necessary.

7
8 Purcell noted the importance of the opportunity to get \$100,000. Purcell did not think it
9 would be good now to have a public meeting as that would be counterproductive.

10
11 Nan Scott clarified that the City was not planning to redo the skate park fence and
12 would not need to take it down to rebuild the street.

13
14 Bennett wanted to give the project a green light to proceed.

15
16 Urban moved that the Public Works & Streets Commission recommend to the City
17 Council to approve the Driftwood Project: Aye – 5; No – 0.

18
19 The Parks and Commons Commissioners supported the recommendation with Keller in
20 opposition and Hempen not present.

21
22 Keller indicated she was not prepared for this vote. She stated that the input at this
23 meeting did not matter and it seemed as if they were just there to approve the existing
24 plan. McClung indicated the input did matter as they still had access to the Council.
25 McClung indicated that if Parks and Commons Commission did not approve the project,
26 he would have to start over.

27
28 Vaaler noted there were two Councilors on the call who would have made notes on the
29 input from this meeting for the Council meeting. She thanked the Commissions for their
30 work.

31
32 McClung adjourned the meeting at 3:59 pm.

33
34
35
36
37 _____
38 Bob Bennett, Chair Public Works & Streets
39 Date

40
41 _____
42 John Purcell, Chair Parks & Commons
43 Date

44 Minutes prepared by H.H. Anderson on June 3, 2020.

Facilities Report

June 2020

Update on projects reservations of the Commons Building from March 2020 to June 2020.

- Heating project will be completed by the 20th of June if there are no more unseen hang ups.
- Sneeze guards have been installed in City Hall.
- All reservations and events have been canceled until we enter phase 2 except for the Farmers market.
- Playground and Skate park are closed until phase 2.
- I have used the building closure to work on inventory and small maintenance projects.
- Psychic festival in August has been canceled due to COVID-19 by the organizer.
- Celtic Festival in November has been canceled due to COVID-19 by organizer.
- Many of the reservations that canceled have opted for a user credit and push their reservation to somewhere in the future.

Many things are in an unknown status at this time because of the Corona Virus and how it will impact different reservations and projects.