

1. 2:00 P.M. Agenda

Documents:

[2020-11-19 Parks And Commons Commission Agenda.pdf](#)

2. No Agenda

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

2.I. Meeting Materials

[2020-10-Financial-Report-General-Fund](#)

Documents:

[2020-11-09 Facilities Report.pdf](#)

[2020-11 Trails Report.pdf](#)

[Budget Preparations.pdf](#)

[Greening The Commons.pdf](#)

[YORsign_11-17_Kimmie.pdf](#)

[_AVMarinesign.pdf](#)



**CITY OF YACHATS
PARKS & COMMONS COMMISSION
REGULAR MEETING
Meeting to be held via ZOOM
Thursday November 19, 2020 at 2:00pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/86541170920?pwd=Y0ozT2VTWdZORFR3WHpuakoyNjBXUT09>

Meeting ID: 865 4117 0920

Passcode: 546943

One tap mobile

+16699006833,,86541170920#,,,,,0#,,546943# US (San Jose)

+12532158782,,86541170920#,,,,,0#,,546943# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

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+1 301 715 8592 US (Washington D.C)

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Meeting ID: 865 4117 0920

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Find your local number: <https://us02web.zoom.us/j/86541170920?pwd=Y0ozT2VTWdZORFR3WHpuakoyNjBXUT09>

Regular Meeting

- I. Call meeting to order
- II. Approval of Regular Meeting Minutes of October 15, 2020
- III. Finance Review
 - A. Commons
 - B. Trails
 - C. LLCM
- IV. Reports
 - A. Facilities Manager
 - B. Trails Committee
 1. Request for new monument honoring Betty Bahn, "prime mover" of the Yachats Community Park Wetlands. (Joanne Kittel)

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: 11/11/20 Revised posting per Commission Chair

11/16/20

- C. Little Log Church
- D. From Commissioners

V. Review & discussion

- A. Review & recommendations for PCC Budget document description (attached)
- B. Craig Berdie: in depth review of previously submitted general overview of Yachats Commons Campus potential
- C. YYFAP subcommittee report follow-up and discussion of potential recommendation to City Council
- D. COVID Impacts: prepare recommendations to Council for rates, restrictions, and requirements for re-opening Commons when we enter Phase II.
- E. Review Commissioner's Common's Campus Priorities (Berdie, Hempen & Kittel/Hempen submissions); Draft a Plan, select components for immediate attention, assign Team, set schedule.

VI. Old Business

- A. Reminder: December 17 meeting will include election of new Chair of Parks & Commons Commission

VII. New Business

- A. From Commission
- B. From Floor: Topics not listed on the agenda: 5-minute limitation per person

Next meeting: Thursday, December 17, at 2:00 pm via ZOOM

Commission meets the third Thursday of each month.

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11/16/20

Facilities Report

November 2020

Update on projects, reservations of the Commons, Pavilion, and LLC&M Buildings

City hall has moved from the location in the Commons building, where it had been housed for several years to its new location at 501 N Hwy 101, freeing up the space that it had previously occupied. Council Chambers are still in the Commons building.

A Request for Information has been issued to be returned to me by the end of November. The Information that we are requesting is to help with budget numbers and a narrower scope of work for the Little Log Church and Museum renovation. The purpose of this is to have more specific information in a formal solicitation in hopes of having more interest in the project.

Facilities maintenance:

- Winterizing buildings
- Working with Newport Signs on options for a new reader board.
- Weekly walk around through the Commons, Library, Little Log Church and Museum, and 501 buildings to inspect/check for safety and structural issues.

Reservations:

- Many of the reservations for the current year have been moved the 2021 because of COVID-19.
- The Pavilion is receiving small reservations on a regular basis. As we move into Fall and Winter, I am assuming these reservations will slow.
- All Large events have been canceled or moved due to COVID-19; I am exploring what can be done virtual.

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

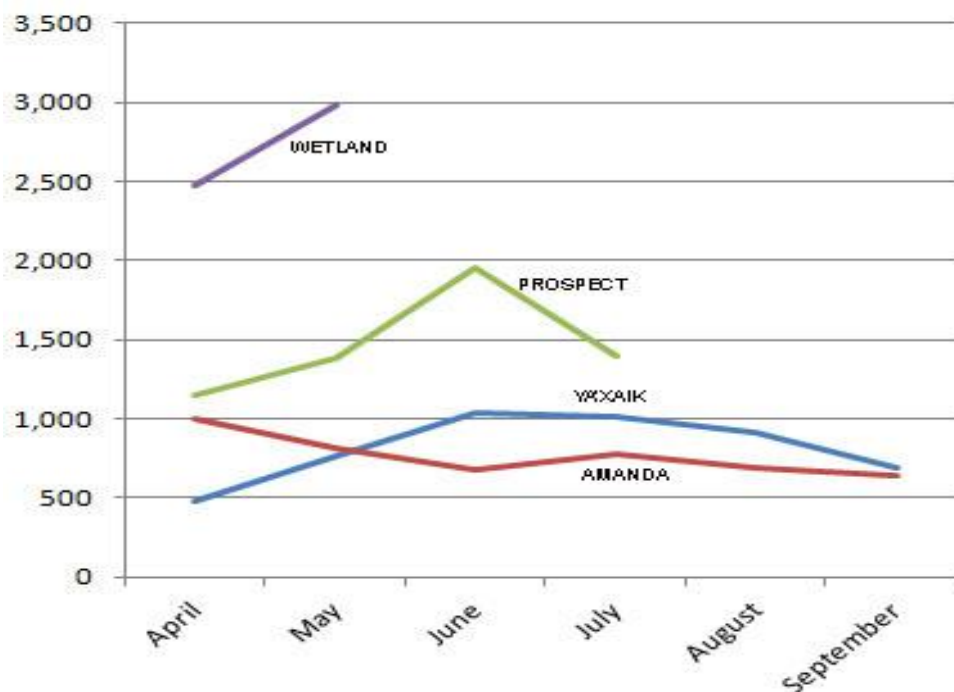
TRAILS COMMITTEE REPORT – Parks and Commons – November 19, 2020

Work sessions – We have been continuing to have good numbers of volunteers participate (18 on 10/3/2020) and have been working on keeping trails clear and safe as well as continuing to work on removal of invasives in the wetlands area and clearing and maintenance of the Amanda Gathering area.

Signage project – Wally and Bob are working on additional signs for the following locations –near the south end of Yachats Ocean Road and on the path between Marine Drive and Aqua Vista Loop – and should have them ready for your approval by your December meeting. The plan is for the signs to be completed and installed by May 1, 2021.

2021 New Year's Day Peace Hike planning -- Two Zoom planning meetings have been held, the second with tribal leaders from the CTCLUSI. There will be an 11th New Year's Day Peace Hike but, to keep all safe, it will be conducted virtually. Video with the Amanda story will be available for all participants to access; 2021 peace hike buttons will be available for those who participate; and options to participate will be provided for those living locally or further away. A press release will be out with details at the end of this month or in early December.

Trail use counters – We have two counters remaining; one is currently stored and one is still generating data at an undisclosed location.



	Ya'Xaik	Amanda	Prospect	Wetland
April	483	999	1147	2471
May	766	813	1385	2978
June	1,039	672	1960	
July	1,007	775	1399	
August	908	688		
September	686	637		

Kimie Jackson

From: John Purcell <johnpurcell49@gmail.com>
Sent: Monday, November 16, 2020 7:11 AM
To: John Purcell
Cc: Kimie Jackson; Shannon Beaucaire
Subject: Fwd: Budget preparations

Note: this information is being blind copied to the PCC Commission and is intended to become an addition to the agenda for this coming week's meeting. Commissioners are asked to review the statement relative to the PCC in preparation for discussion.

Sent from my iPad

Begin forwarded message:

From: Shannon Beaucaire <citymanager@YachatsMail.org>
Date: November 13, 2020 at 1:27:58 PM PST
To: Helen Anderson <happydogs27@gmail.com>, Lance Bloch <lancebloch1@gmail.com>, John Purcell <johnpurcell49@gmail.com>, Bob Bennett <rmbenn@casco.net>, "david@teacherofdreams.com" <david@teacherofdreams.com>, Dave Buckwald <Dave@YachatsMail.org>, Rick McClung <Rick@YachatsMail.org>
Cc: Kimie Jackson <Kimie@YachatsMail.org>
Subject: Budget preparations

Please review last year's budget descriptions, below, with your respective commissions. You should also begin to discuss potential budget requests for next year. P&C remember you have Trails and LLCM in addition to the Commons. PW&S remember you have emergency prep. Dave and Rick, review the operations descriptions for Streets, water, storm, wastewater and discuss any proposed revisions you have with the Commission to refer to me.

Any modifications should be provided to me by December 18, 2020.

Thank you,
Shannon

Planning

The Planning Commission and City Planner/Code Enforcement Officer play an integral role in shaping the long-term character of the City through development and implementation of the Yachats Comprehensive Plan and other long-range planning documents. Planning for the City of Yachats is at a crucial turning point. There has been a rise in housing starts as well as an increased awareness of the need for more affordable housing for our local workforce. With this increased population comes an increase in the need to plan for the future of Yachats' built environment. Maintaining the "Coastal Village" atmosphere will take revisions to many of the current documents that dictate how the city grows and how that growth is managed.

GOALS

With the help of the City Planner, a priority timeline should be developed, and a step-by-step plan created with the goal of having the Comprehensive Plan and the City Council goals integrated and supported with enforceable Municipal Code.

COSTS

This work will be done by people without formal training in city planning. Each step of this process can take months. Basic training for the current planning commissioners and subsequent training for any new commissioners is needed.

City planning has evolved over the past decades, especially since the introduction of environmental, health and sustainability designs and concepts. Given the residents strong leanings toward environmental stewardship, the City of Yachats might integrate some of these concepts into how it grows. Making use of available conventions and meetings of city planners and organizations that are at the forefront of these positive planning developments might be one way. Suggestions include:

- Utilize the Oregon Cascades West Council of Governments Community Economic Development programs.
- Have commissioners attend planning meetings held in other coastal communities.
- Cover some costs of attendance at Oregon based conferences and events.
- Host webinars for the planning commission at City Hall.
- Negotiate with related organizations to hold meetings in Yachats, such as:
 - Oregon Chapter of the American Planners Association;
 - Living Future Institute;
 - Urban Land Institute Northwest; and
 - US Green Building Council, Oregon.

Library

The Yachats Public Library is an all-volunteer lending library funded principally by the City of Yachats. It provides residents and visitors to the Yachats area with an open, public facility that provides resources for accessing and sharing both entertainment and information.

The Yachats Library Commission oversees the management and operation of the Library and facilitates communications among the various entities involved in library related activities. Among these entities, the Commission works on a regular basis with:

- The Head Librarian and Children's Librarian who volunteer their time to provide ongoing, hands-on management of library operations.
- The library's volunteers who (a) provide staff for the library, (b) serve those who visit the library, (c) stock and maintain library shelves and displays, (d) prepare books for fundraising sales, and (e) perform any number of other vital, behind-the-scenes activities.

- The Friends of the Yachats Library, an independent, non-profit organization that supports and promotes library service to the Yachats area, including raising money to help fund library operations, finance improvements, maintain facilities, and provide resources for other vital library-related expenses.
- City of Yachats administrative staff who provide advice and support to help ensure that library activities and library infrastructure are functionally and technically sound.
- The Yachats City Council who need periodic and timely updates as to the library's status, activities, and goals.
- The citizens and visitors to the Yachats area who are the primary beneficiaries of this important local institution.

In addition, the Library Commission periodically reviews library policy, develops strategic short-term and long-range plans, and acts as a conduit for library-related discussion and concerns.

Parks & Commons

The Parks & Commons Commission formulates rules, regulations, and standards for the operation of the City's parks, Commons building, and grounds in a manner that assures the security of City assets and encourages use by renters, residents, and visitors alike; establishes rental rates for Commons use; plans for the regulation, development, and improvement of the City's parks; works with the Facilities Manager to create an annual Facilities Maintenance Budget, cooperates with volunteer organizations and City groups in the advancement of the Commons; and recommends items for the annual budget to the Budget Officer and City Budget Committee. The Commission also supports the Little Log Church & Museum Committee ("Friends of the Little Log Church") and the Trails Committee.

Funding:

Funding is derived primarily from the City's restricted "Visitor Amenities Fund" resulting from the City's "Transient Lodging Tax" (TLT). Depending on the expense, supplemental funding can come from the City's General Fund.

Goals:

- Work to assist the City Council to ensure success with its Council Goals.
- Work with the Facilities Manager to create a comprehensive plan for upgrades to the Commons Building to ensure the continued desirability and functionality for the various entertainment and educational events held at the Commons annually.
- Maximize Commons Building income by encouraging promotion or co-promotion of appropriate events.

The Commons

The Yachats Commons is the community center in the heart of Yachats. The building was built in the 1930s and was used as a school until 1983 when it closed. In 1990 the building was purchased by the City of Yachats to be used as a community center. It is the heart and soul of the greater Yachats community, being host to such events as dances, meetings, exercise classes, plays, musical productions, conferences, festivals, the youth center and much, much more.

The building hosts City Hall and the Yachats Youth and Family Program. Rooms, lighting, and sound equipment, and picnic shelter are available for rent to individuals, groups, or organizations and can host small groups or large events.

Little Log Church & Museum

The Little Log Church Museum was built in the late 1920s by community volunteers using local timber hauled down the Yachats River. It was completed and dedicated in 1930. The church and property were sold to the Oregon Historical Society in 1969 when the congregation outgrew this site. It became a museum in 1970 and was deeded to the city of Yachats in 1986 for continued use for public purposes. The Little Log Church Museum houses photographs of the area, settler exhibits, and works by former resident artists and authors. It receives between 2,000 – 2,500 visitors annually.

Trails Committee

Formally adopted by the City of Yachats in 2009, the Yachats all-volunteer Trails Committee meets twice or more monthly (weather permitting) to maintain and develop hiking trails throughout the Yachats region. Additionally, the Committee has taken-up the task of removing invasive weeds on city property and replacing with native plants. This Committee often collaborates with the Siuslaw National Forest, Oregon Parks Recreation Department, Angell Job Corps, and other agencies to make our trail system the best regionally.

The Public Works Division is responsible for operation and maintenance of the City's infrastructure including: water, wastewater, stormwater, streets, and fleet. Public Works provides critical services 24/7 to all residents. Fleet maintenance includes maintaining and repairing city vehicles and equipment with an emphasis on safety, cost effectiveness, and dependability.

Public Works

The Public Works Commission is composed of up to seven Yachats citizens who have an interest in how the City Water, Wastewater, Streets, and Storm Drains are maintained, serviced, and other projects used to expand service. This also includes an understanding of how these services are paid for. The primary requirements for Commissioners are willingness to learn and a sense of curiosity of how these systems work and how delivery of these services is accomplished.

Funding:

Water and Wastewater services are paid for through the utility billing system. Streets are paid for from the Yachats share of Oregon Department of Transportation funds, grants and transfers from other City funds. Storm Drains are paid for from transfers from other City funds.

Functions:

- Prepare recommendations to the City Manager and City Council for rules, regulations, and standards for the operation and use of Public Works systems.
- Prepare recommendations for future development, improvements, and maintenance for Public Works systems with the help of City Staff.
- Review all rates and fees for funding and improvements for all Public Works systems and prepare recommendations to the City Manager and City Council as part of the annual City Budget Process.
- Serve as the City Public and Traffic Safety Committee.
- Review monthly Budget Reports for all Public Works systems including Capital Improvement projects.
- Serve as the Franchise Review Committee for reviewing City Franchise agreements and make recommendations to the City Manager and City Council.
- Serve as liaison to various Lincoln County Committees or Work Groups associated with Public Works systems.
- Serve as the sponsoring Commission for the Emergency Preparedness Committee.

Goals:

- Sponsor and assist with a review of the current utility billing system rates to ensure that capital reserves are adequate to fund future projects.
- Sponsor a review of options to increase the available water supply especially during July through October.
- Assist with development of a tree management program focused on trees effecting City property.

Emergency Preparedness Committee

The Emergency Preparedness Committee is composed of Yachats Citizens, City Staff, and other Lincoln County residents who have an interest in how the City and surrounding areas prepare to withstand various natural, accidental, and human caused life threatening events. This includes events such as Tsunamis, earthquakes, storms, fires, biological outbreaks, and landslides. The primary requirements to serve are willingness to learn and a sense of curiosity of how the City and citizens can protect institutions and themselves.

Funding

Committee activities are supported by volunteer efforts, City funds, and grants. Any request for City funds or grants must be reviewed and recommended by the Public Works and Street Commission before they can be sent for consideration by the City Manager and City Council.

Functions

- Maintain the City's Storm Ready and Tsunami Ready certification.
- Conduct events and exercises to improve City resilience when an emergency occurs.
- Conduct events and exercises to improve Citizen awareness of how to cope with an emergency event.
- Maintain a working liaison with the Yachats Rural Fire Protection District.
- Maintain a working liaison with Lincoln County organizations on Emergency Preparedness functions.
- Maintain a list of City Staff and Citizens who completed FEMA/NIMS training courses.

Goals

- Develop projects to address the lessons learned during the September 2019 Table Top Exercise before December 2020.
- Update Incident Staff descriptions by November 2020.
- Develop Tsunami Evacuation Plan by December 2020.
- Update the list of City Staff and City Volunteers who have completed FEMA/NIMS training courses.
- Refresh contents of North and South storage containers by August 2020.

Street Operations

The Streets Operations program is responsible for the repair and maintenance of streets, sidewalks, streetlights, signs and markings.

Storm Drain Operations

The Stormwater Operations program provides a safe and reliable Stormwater system and implements watershed protection and restoration actions that consistently promote surface water quality and stream health.

Enterprise Funds

Enterprise Funds are funds for the acquisition, operation, and maintenance of city facilities and services that are self-supporting through service charges to customers. The Water and Wastewater funds are the City of Yachats' enterprise funds.

Enterprise Fund - Water Operations

The Water Operation program's primary responsibility is to repair, maintain, and improve the water system, while providing a high quality, dependable water supply to its customers.

Enterprise Fund - Wastewater Operations

The Wastewater Operation program operates and maintains a safe and reliable wastewater collection and treatment system that protects public health, the environment and meets or exceeds all regulatory standards.

Yachats wastewater treatment system consist of a two basin Sequencing Batch Reactor, utilizing ultra-violet treatment for disinfection. Biosolids are processed onsite and are sent to another biosolids treatment facility, landfill or occasionally land applied.

The City also owns and maintains approximately 65,000 feet of sewer main pipe ranging from 6-inch to 12-inch in diameter, five pump stations and approximately 268 manholes.

This year the Oregon Department of Environmental Quality (DEQ) reclassified the Yachats Wastewater Treatment Plant (WWTP) as a Class III plant. This is an upgrade from Class II due to a miscalculation on the DEQ 2009 NPDES Fact Sheet & Permit Evaluation Report when the new facility was brought online.

Wastewater treatment system classifications are derived from the total points assigned based on a criteria shown in OAR 340-049-0025. This reflects the complexity of the components in the treatment process. The Yachats WWTP scored 65.5 points. A Class III wastewater system is 56-75 points.

Keep Lincoln County Open

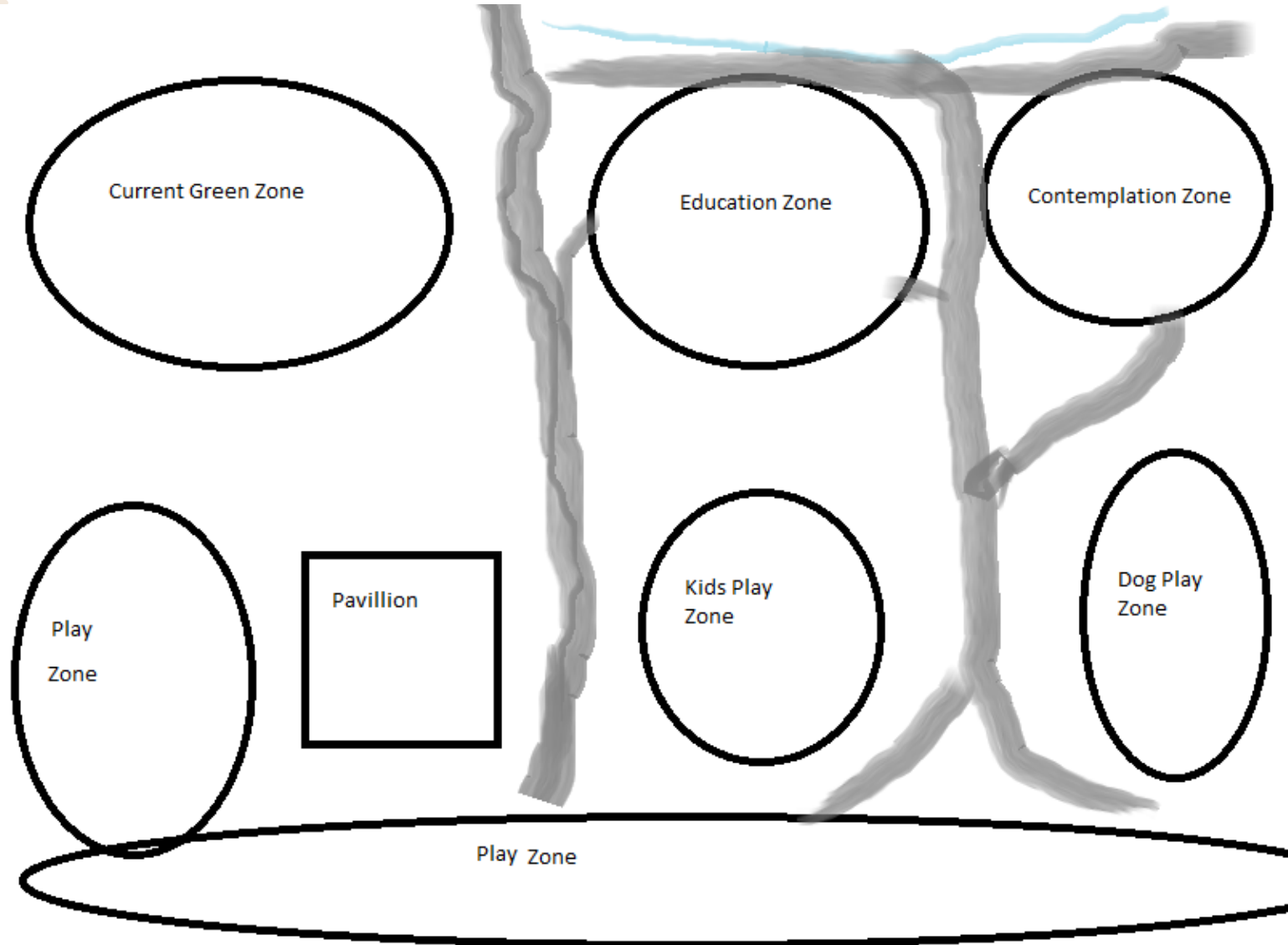
Shannon Beaucaire
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December 18, 2020.



Common Visions

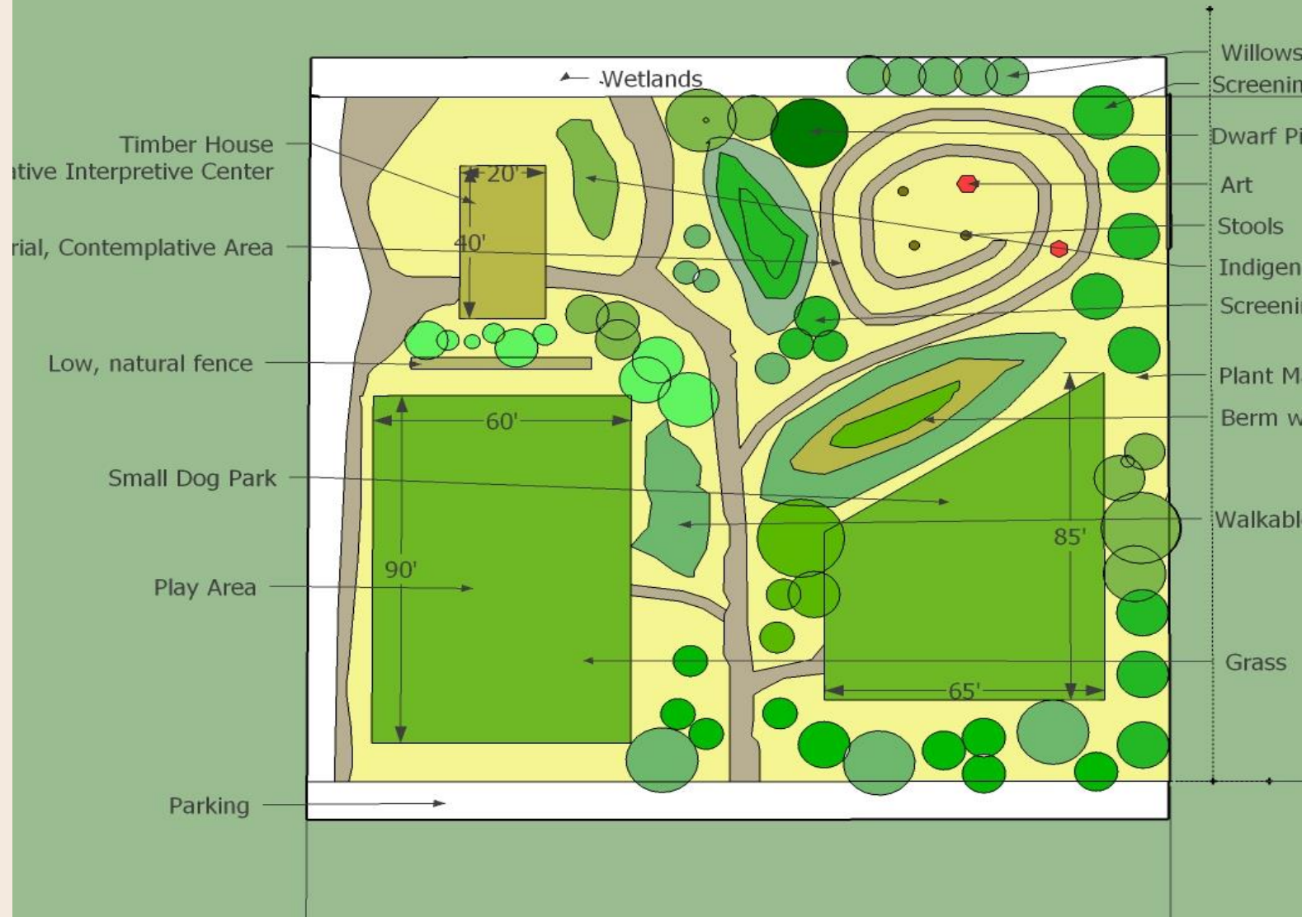
GREENING THE COMMONS

Functionally Group Projects



Ideate

- **One** approach
- Requires public input
- Solicit landscape designer input
- Leverage existing input
- Stage Implementation

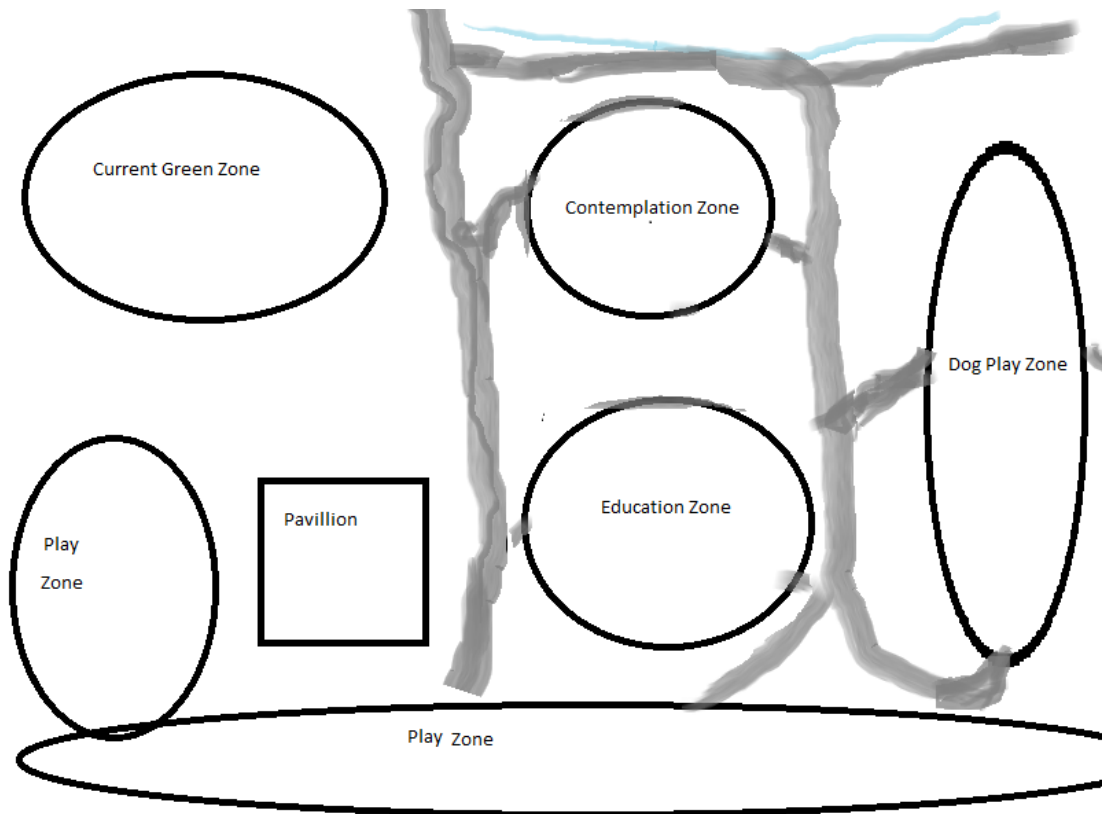


Ideate

- **Many** approaches
- Plants as emphasis
- Plants and berms define spaces
- All should be stageable



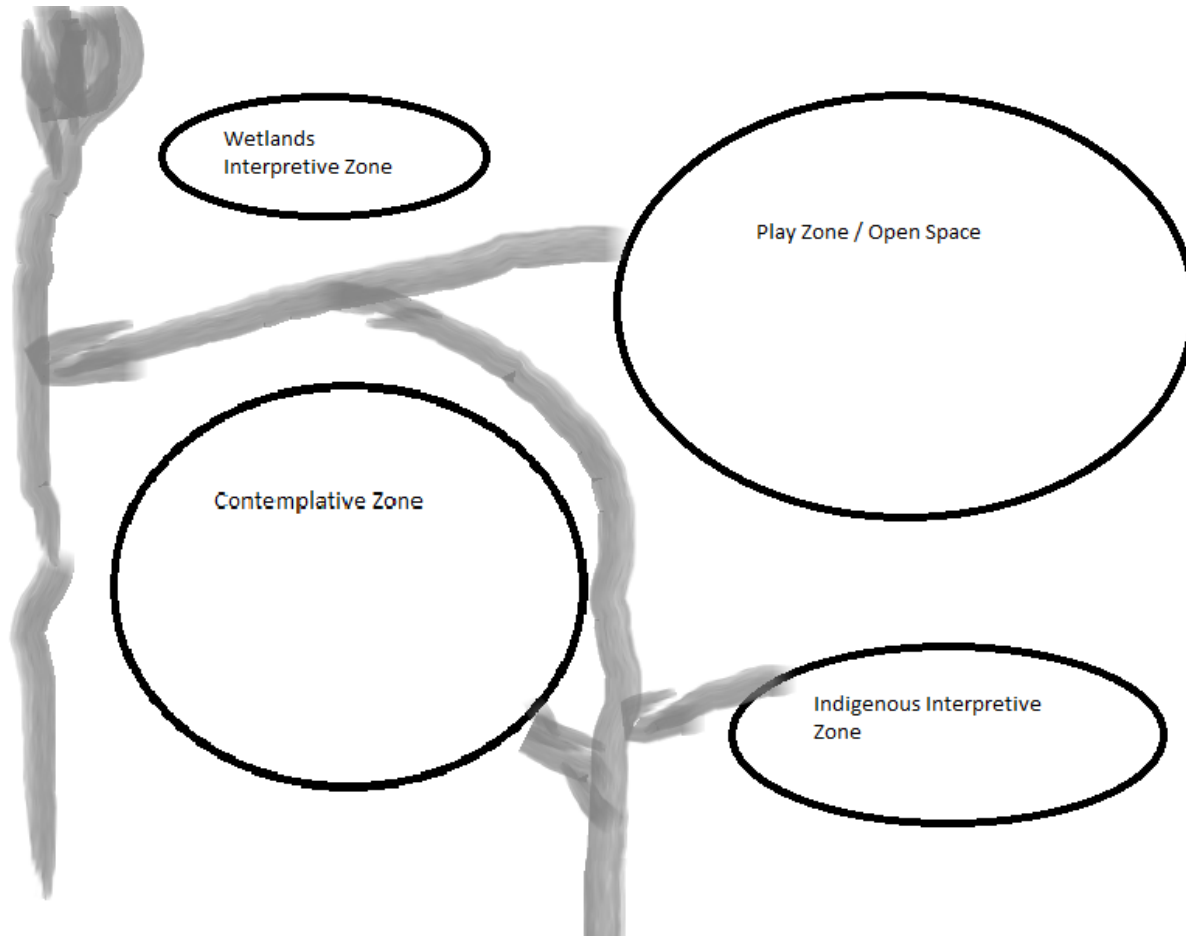
Flexible in Approach



Option 2

- Contemplation Zone further from treatment plant
- Education Zone becomes visitor focal point
- Large dog park
- Eliminates kid play park

Flexible in Approach



Option 3

- Can split zones if desired
- Plant density can vary
- Plants designate zones

Wetland Interpretation
History and Plant Identification Signage

Plank House

Native Interpretive

Only with Tribal Support
Open vs Closed?
Ongoing Maintenance

Garrya

Low Shrubs

Garrya

Camas and other garden

Native Plants: Huckleberry, Ocean Spray,
art



*Detail: Education
Zone*



Detail: Contemplation Zone

- Berms to create a reflective space
- Stools to discourage overnight sleeping
- Incorporate public art, memorials



Consider Priority Based Gaming Input

- \$1000 to spend on each component. Spend it all.
 - Requires “forced choice” within categories.
- Possible Choices
 - Open green space
 - Child play space
 - Dog park
 - Memorial space
 - Planted spaces
 - Local history
 - Native historical culture
 - Current native life



=x\$=



The Amanda Trail

The 3.2-mile long Amanda Trail begins here and runs south to the viewpoint at the top of Cape Perpetua. Amanda was a blind Coos woman who suffered injustices during the reservation years in the 1860's. She is memorialized by a statue and gathering area a moderate 1.0-mile walk south from here. To reach the Amanda Gathering Area, proceed south for 0.3 miles to the Highway 101 crossing then follow the well-signed route.

If you choose to continue, cross Amanda Creek for a strenuous climb to the top of the Cape where sweeping views up and down the coast will await you.

From the top of Cape Perpetua a steep 1-mile downhill hike will bring you to the Cape Perpetua Visitor Center where you can enjoy a number of hikes of varying length and difficulty both in the forest and along the ocean. Local hint - consider a shuttle hike, leaving a car at the top of Cape Perpetua or at the Visitor Center before returning here to start your hike. Or, the reverse. Parking at Cape Perpetua requires a recreational pass or a fee of \$5/vehicle/day.



View from Ben's bench 0.8 mi S

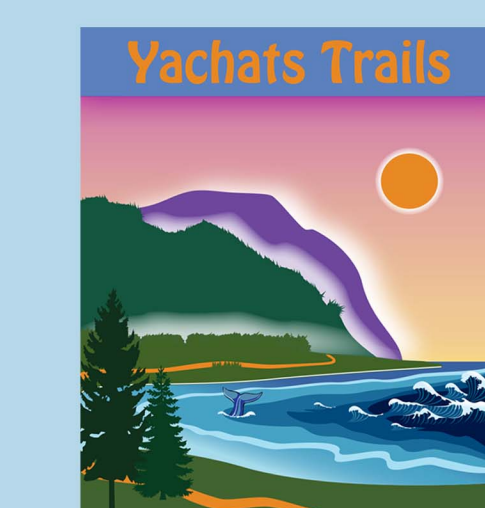


View from top of Cape Perpetua



Trails in Yachats are maintained by volunteer members of the Yachats Trails Committee which is also responsible for control of invasive plants on public property in the city.

Yachats Trails



yachats Trails.org



Scan for map and trail descriptions



Basemap support: D. McCauley

The 804 Trail

The 804 Trail stretches from Highway 101 in the center of Yachats to the beach 1.1 miles N of here. Another 7 miles of unbroken sandy beach lead to Waldport. Prior to 1916, this beach was the road into Yachats; at this end of the beach, travelers from the north would climb onto the ocean bluff in order to continue south. That route is now the 804 Trail and is also part of the Oregon Coast Trail.

The trail crosses several private properties. In the 1970s, owners tried to close the route to the public. Following an extended legal battle, the Oregon Supreme Court upheld a lower court ruling against the landowners. As a result the, 804 trail exists today and is Yachats' most popular trail. Much of the trail is now an Oregon State Park. It still crosses private property a short way north of here (see map). Please respect the owners' privacy by staying on the trail and close to the bluff.

At Cape Cod Cottages, on the way to Waldport, the upright stump of a large coast redwood (*Sequoia sempervirens*) stands on the beach. It is thought that the stump is that of a tree that grew there around 2000 years ago. Today, the nearest redwoods grow almost 200 miles to the south, near the Oregon/California border.



The old 804 Trail in Yachats

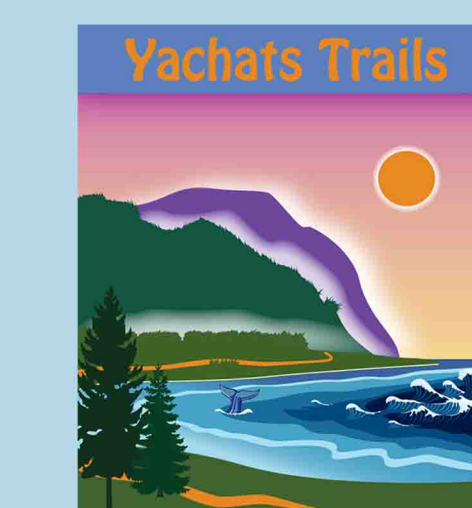


The big stump



Mail coach heading for Yachats

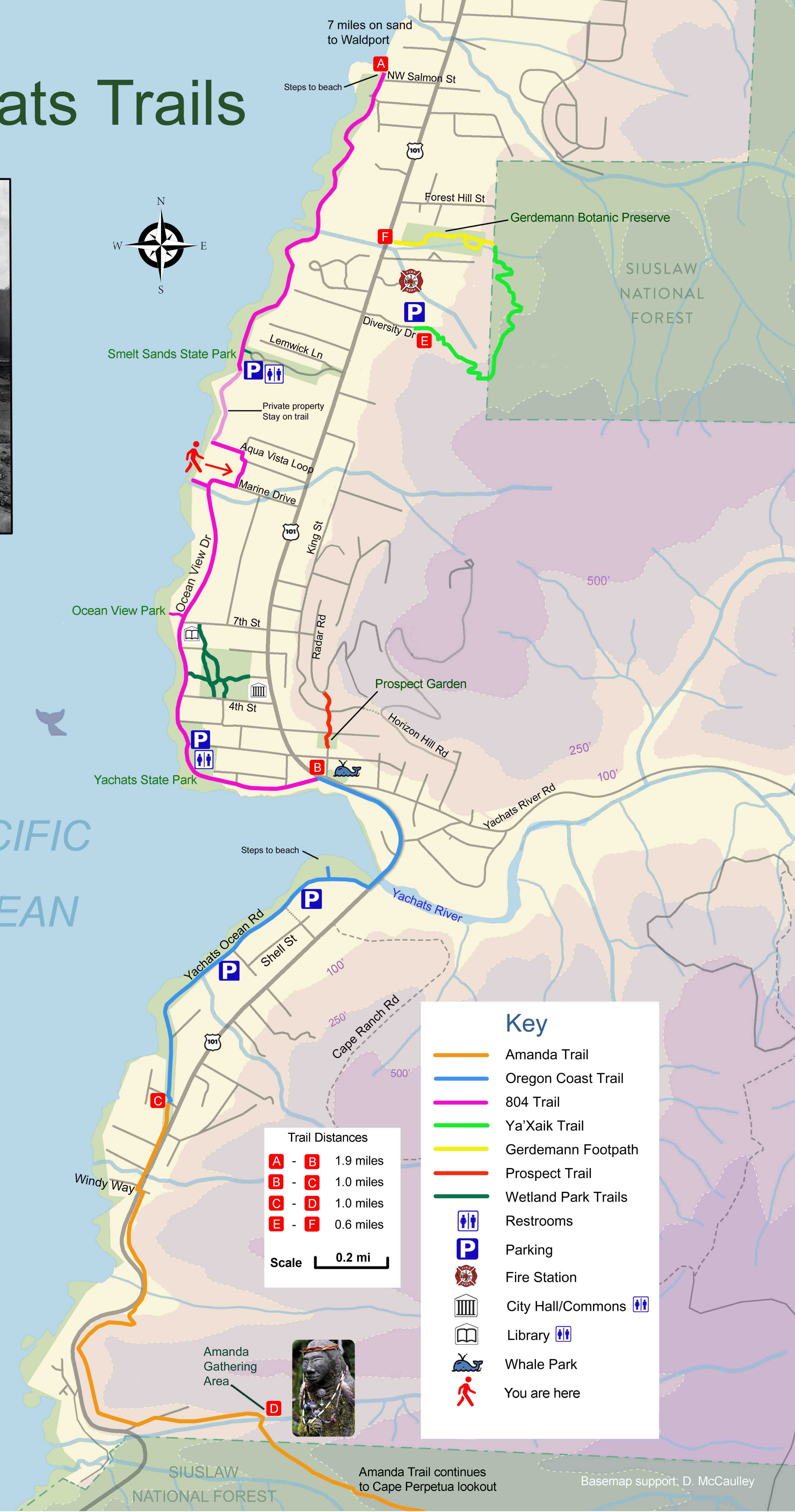
Yachats Trails



yachats Trails .org



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