

1. 2:00 P.M. Agenda

Documents:

[2021-09-07 Parks And Commons Commission Agenda.pdf](#)

2. Meeting Materials

Documents:

[2021-09 Trails Report.pdf](#)

3. Addtl Documents

Documents:

[Parks And Commons Report - Lincoln City Cultural Center.pdf](#)

4. 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
Tuesday, September 7, 2021 at 2:00pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/86541170920>

Meeting ID: 865 4117 0920

One tap mobile

+16699006833,,86541170920# US (San Jose) 12532158782,,86541170920# US
(Tacoma)

Dial by your location

- +1 669 900 6833 US (San Jose)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)

Meeting ID: 865 4117 0920

Find your local number: <https://us02web.zoom.us/u/ketjTX0WYV>

REGULAR MEETING

- I. Call meeting to order
- II. Correspondence/Communications
- III. Reports
 - 1. Trails
 - 2. Little Log Church
 - 3. Commons Front Landscaping & Painting
 - 4. Commons Painting - Status
- IV. Ongoing Business
 - 1. Public presentation scheduled Sept 7- discuss who will attend and their roles during the presentation
 - 2. Pocket Parks & City Parks
 - 3. Bicycle racks

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: 09/03/2021

- 4. Commons re-opening
 - 5. Greening the Commons Open Space
- I. New Business
 - 1. None
- VI. Commons Other Business
 - a. From Commissioners
 - b. From Staff
 - c. For the next agenda
- VII. From Floor: Topics not listed on the agenda: 5-minute limitation per person

Next regular meeting: Tuesday, October 5, 2021, at 2:00 pm via ZOOM
Commission meets the first Tuesday of each month

*******NOTICE OF POSSIBLE CITY COUNCIL QUORUM*******

V.

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: 09/03/2021

TRAILS COMMITTEE REPORT – Parks and Commons – September 7, 2021

Work sessions – Yachats Trails / YIPS continues to have good turnouts for work sessions, averaging eighteen to twenty-two volunteers for our sessions on the first and third Saturdays of each month.

- We have been adding gravel to the path between Surfside and Windy Way.
- At each work session, some of the group works in the Wetlands area resulting in a noticeable decrease in the number of invasive plants growing there.
- Wood chips were added to one of the paths in the wetlands/forest area.
- As always, we appreciate Linda Hetzler and her staff at the Drift Inn for generously hosting us after each work session.
- Tansy ragwort has been removed from all known locations w/in the City limits.

Ocean View Drive Walkway project – Rick has contacted three engineering firms requesting estimates of what they would charge to do the engineering for this project. Two firms declined to provide an estimate, saying the project was outside their levels of expertise. We had a site visit with the third firm and are waiting for a scope of work proposal.

Aqua Vista Loop South Trail – This project is still projected to happen this fall. We will be doing a trial run September 18 on the 20 – 30 yards closest to the ocean.

Amanda Bridge Project – Great news! Cascade Civil Corps, Redmond, WA is under contract with OPRD to construct the suspension bridge starting October 1 (after Marble Murrelet and Spotted Owl nesting seasons are over). The bridge is scheduled for completion by February 28, 2022. Announcements will be sent out about when trail closures will occur during the construction. The dedication is scheduled for 5/21/22.

Highway 101 delineators – We are waiting to hear back from ODOT about when/how to move this project forward.

Volunteer hours in last fiscal year --

- Total hours = 1853 – Due to covid cancellations, October, November, and March had about ½ normal work session numbers; December and January had 0 work session hours.
- Regular work session hours = 610 = 33% of total.
- Extra hours from 5 trails leaders = 714 = 39% of total.
- Extra hours worked by Craig and Sharon in Prospect Garden = 418 = 23 % of total
- Of 84 people who came to at least one work session, 12 people came to 10 or more sessions. Those 12 “regulars” accounted for 55% of the total work session hours. Craig and Mike, we know who you are.

Parks and Commons Report

Visit to Lincoln Center Cultural Center, 2 September 2021

Craig Berdie and Michael Hempen

Niki Price, Director of the Lincoln City Cultural Center (LCCC) was kind enough to meet with us for 1.5 hours to show us the facilities, describe the organization and staffing, and provide insights into their successes and challenges. LCCC is dedicated to sustaining the arts and culture in Lincoln City. Lincoln City has a population of approximately 8000 and a “service area” of about 15,000.

LCCC, a 501c3, has been in a restored 1930’s school since 2006. The building is owned by the City of Lincoln City and is leased to LCCC. Terms of the lease have varied over time but currently the rate is affordable to LCCC (\$2400/mth?). The city is responsible for the building shell (roof, bricks, exterior doors, windows) while LCCC is responsible for all interior items including heating, plumbing, electricity, painting, rooms, etc. LCCC has a 3.5 person staff.

The original school had two additions: a gymnasium and additional classrooms. There have been additional major changes since the building has been used by LCCC including major bathroom renovation, entryway changes, a modern commercial kitchen and more. These changes have been paid through fund raising, grants, and operations. (fees). The price list is attached.

The gymnasium has been converted to a theater/auditorium with acoustic panels, an extended theatrical stage and window coverings, a newly installed sound and lighting system and controls, and more. An adjacent room serves as a green room, changing and makeup space and storage. LCCC provides renters of the space with on-line ticketing and advertising via their web site and mail lists. Approximately six plays per year were staged pre-pandemic but the theater company was balking at the cost of the facility. The major use of the space, up to 20 events per year, is a wide variety of music. Additionally, the space is rented for weddings, birthdays, and other events.

LCCC houses an art gallery that rotates showings monthly. Because the space is dedicated, it has shelving, displays, full spectrum lighting, and built-in hanging facilities. The showings are curated by an employee. The gallery takes between 45% - 55% of sales. They find that pieces priced less than \$1000 are most likely to sell.

First floor classrooms have been converted to specific uses. Specifically, a yoga room, a dance studio, a fiber arts room, and a mosaic room. Additionally, a meeting room suitable for up to 35 people is available and is the process of being upgraded to remain attractive to community and corporate users. The first floor also houses administrative spaces.

Each of the “rooms” is rented at a rate and manner that best suites the users. For example, the yoga studio pays an hourly rate (and instructors are paid/reimbursed by LCCC from the fees), the dance studio and meeting room are a fixed hourly rate, and the fiber arts room is rented at a very reasonable rate that is covered by artist sales and class fees.

The lower level contains a rented artist studio, kitchen, dining area and additional rooms. The studio renter, a ceramicist, subleases space to other artists, teaches classes, and provides kiln time. The

kitchen has commercial grade ovens, stove, refrigerator, dishwasher (vs. sterilizer) and more. Space and time are rented to a few retail bakers and other food preparation business often associated with the adjacent Farmers Market. Dining facilities are available and are used by groups like the Rotary Club. There are also several rooms that are being held for a youth LGBTQIA support program that has yet to launch. There is a residential size washer and drier on this floor.

Observations and Comments

The fixed fee schedule and detailed policies and procedures is what helps the organization sustain itself and grow. The comprehensive price schedules for the auditorium facilities, kitchen rentals and weddings are clear and unambiguous (with a 25% discount for non-profits). The prices have been adjusted over time to accommodate problematic situations like events running overtime (E.G., after midnight, an additional ½ day charge). Price sheets have accompanying policies.

In contrast to the event-oriented charges, there is great flexibility for the other spaces. Essentially, each room rate is negotiated and rented in a manner that works for both LCCC and the tenants. Tenets recognize that fees are what sustains and improves the building and operations while LCCC is responsive to the “market” forces each program is subject to.

Because of the wide range of events and services, fund-raising and grants are critical. For example, the community raised significant funds to remodel the bathrooms. Recently, citizen donated \$275,00 for improved parking and an outdoor patio and event space. State funding and grants are funding the rest of this \$1.5M project.

Because there is full time paid, professional staff, the organization can engage in the complexities required to sustain the organization. The Director sets policy, negotiates contracts, serves as the public interface, writes grants, or contracts with grant writers, and represents LCCC to the city. The office and scheduling managers assist with bookings and the Web site, serve as a public face to visitors, keeps documentation current and help with bookkeeping. The facilities staff keeps the building clean and help with setup and breakdown. The part-time gallery administrator sustains that operation. It is important to note that the administrative space is small – certainly less than any of the Commons room.

The relationship between LCCC and the Lincoln City is different than the Yachats Commons. The 501c3 is solely responsible for interior spaces, operations, and fund-raising. Likely, but needs confirmation, the terms of the lease have some requirements to maintain the cities investment. This structure could work for Yachats, but we would need an organization with a strong organizational structure, dedicated paid) staff and a commitment to **fully fund** operations and maintain and improve the interior. If such an arrangement was established, it calls into question the roll of the Parks and Commons Commission.

While the LCCC has a more focused mission than the Yachats Commons, clearly there are significant areas of overlap. Clearly, LCCC is an important part of the community and that the community recognizes that only through fees can the organization sustain itself and remain part of the community.