

1. 2:00 P.M. Agenda

Documents:

[2022-11-01 Parks And Commons Agenda.pdf](#)

2. Meeting Materials

Documents:

[2022-10-04 Parks And Commons Meeting Summary.pdf](#)

[Trails Report Nov 1 2022.Pdf](#)

[Wetlands Boardwalk Trails Report.pdf](#)

[WETLANDS BOARDWALK.pdf](#)

[Proposed Fundraising Plan For The Walkway Project.pdf](#)



**CITY OF YACHATS
PARKS & COMMONS COMMISSION
REGULAR MEETING
Meeting to be held via ZOOM
Tuesday, November 1, 2022, at 2:00pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/89696389900>

Meeting ID: 896 9638 9900

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REGULAR MEETING

I. Call meeting to order

II. Correspondence/Communications

III. Reports

1. Summary Report (Informational)

2. Trails

IV. Ongoing Projects

1. Wetland Boardwalk and Benches

2. Pocket Parks: Archeologist, Excavator Bids, Delineators, Possible MOU

3. Bicycle Racks: How to move this forward

4. Delineators Hwy 101

5. Skate Park

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: 10/25/22



V. New Business

1. Master Plan: Comprehensive Plan Integrated with Planning, Public Works
2. Library Park and Path

VI. Facility Coordinator status

VII. Other Business

- From Commissioners
- From Staff
- For the next agenda

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

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

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CITY OF YACHATS
PARKS AND COMMONS COMMISSION
October 4, 2022
Zoom Meeting Summary

1. (00:23) Meeting Call to Order: Chair Craig Berdie called to order on this October 4, 2022, meeting of the Parks and Commons Commission at 2:02 pm via Zoom Meeting. Members present: Dean Shrock, Michael Hempen, Adam Altson and Catherine Carey. Trails - Joanne Kittel and Bob Langley. Staff: Kimmie Jackson, Recorder, Holly Hamilton (CIP Coordinator)
2. (1:25) Correspondence/Communications: Chair Berdie mentioned special districts are available and may want to investigate, but will do some more research, boundaries must be drawn and there is special taxing authority.
3. (2:57) Reports: Meeting Summary – Information only
4. Yachats Trails Committee – Bob Langley and Joann Kittel – volunteers working on YIPS; logs on the tails are starting to fail; the fire department trail is getting usage; On the boardwalk some of the boards need replacing would like to do a complete project to include more. Kittel stated the City Manager did talk to Tim Gross at Civil West and that the preliminary plan would be sufficient to write a grant and authorized them to write. View the Future will also write a grant to supplement and start fundraising. The city is still waiting on signed easement agreements. Chair West will meet with LLCM members and the archeologist and discussion continued having the survey work include the extended length of the walkway.

(24:12) Motion to recommendation to the Heide Lambert, City Manager that we complete the archaeological survey work to cover the extended length of the walkway:
Aye: Shrock, Altson, Carey, Hempen, and Berdie
Nay: None
5. (24:49) The fire department believes the purpose of the trail is that it's to get people from the fire department, not to come to the fire department, and noticed the ground was soft; the purpose of this trail is to help in an emergency, the retaining wall is where the tsunami line is; discussion continued for the use of the trail as an emergency evacuation trail.
6. (30:25) The roofing is crumbling on parts of the boardwalk and is unsafe. Bob Langley will go by again and take a look; need to make the boardwalk safe. Commission Member Hempen and Witten-Carry and Bob Langley will schedule a time to walk the area and prepare a work order to submit to the city.
7. (41:45) The running event over the weekend had little to no advertising about this event. Day Break Running Group sponsored the event; the city had no advertisement of this event to forewarn the community that there would be over 400 runners on the trails.
8. (50:45) Ongoing Projects: Delineators Hwy 101 –ODOT is on the third revision, as



1 there's issues with the diameter, it does not allow for ADA space, not sure what is
2 happening at this point and ODOT wants the city to go to phase II, putting in the
3 sidewalks in stead of the delineators.
4

5 9. (57:00) Green Space: No update but need to do a study on the comprehensive total
6 Master Plan.
7

8 10. Pocket Parks: Archeologist, Benches Signs, Plants, Excavator Bids: The digs are done,
9 no relics found; dug four holes and analyzed the soil, there are three layers and waiting
10 on report. Received three excavator bids, one for \$9,200, \$25k and still waiting on one
11 more; also contacted George Dollowitch is backed up for a year. The request for the
12 signs is a concern that the city would take on more liability, the City Manager did send
13 an inquiry to the attorney on the status. The liability of the volunteers is the City
14 Manager's concern, and also noted will ask about the bench specifications.
15

16 11. (1:09:40) - Bike racks – Hempen met with Jako and will coordinate with Langley to move
17 forward in the next two weeks. The Skate Park project is scheduled this winter; the crew
18 will come out of Newport and will be doing a fund raiser; needs to have more space for
19 the skate park.
20

21 12. (1:14:15) NEW BUSINESS: Parks Master Plan: Purpose and future direction Discussion
22 continued on ideas of what direction to go in and how to approach the master plan. The
23 City Manager is going to be restructuring the commissions/committees and have advised
24 the commission to wait on this item and maybe a subcommittee could work on a project
25 like this. The plan is to accomplish including inventory parks and trails, potential areas
26 and identify some areas that should be added or changed. There is a need to connect
27 the trail on King St., street easement and it goes up to Horizon Hill. Need to approach
28 the City Manager & Council for backing of this project first and then move forward. The
29 county has a plat that's available to use to look at easements for one of the work
30 sessions.
31

32 13. (1:53:35) Holly Hamilton identified her responsibilities and will look to each of the
33 committees to see what projects they have, and identity how do we keep moving,
34 ranking the projects, and developing a larger master plan and does expect the
35 commission to continue its work. Also working on getting the GIS maps internally, and
36 archaeological component should be added.
37

38 Berdie asked the commission to send thoughts to him by mid-November on what we
39 want to accomplish and the timeframe and will send to the Recorder to distribute to the
40 members.
41

42 14. (2:04:09) Rick Urbanski, 370 Ocean View Dr. - turned in the easement papers, just had
43 some concerns about if they were going to remove the roots and they are not, they are
44 only excavating 6 inches up to the vegetation line.
45

46 15. OTHER BUSINESS: None
47



- 1 Craig Berdie adjourned the meeting at 4:08pm.
- 2 Prepared by Kimmie Jackson on October 4, 2022

TRAILS COMMITTEE REPORT – Parks and Commons Commission – November 1, 2022

YIPS! – Major efforts to remove ivy, blackberry, and morning glory plants from areas of the Commons Park are ongoing and are making a significant difference.

Large amounts of blackberry have been removed from the area south of the library; special thanks to Rik and Katherine Arndt for diligent efforts in that area over the past couple of years. Plans are afoot to cover that area with weed cloth and wood chips for several years so that all plants there die out. Once that happens, the area will be replanted.

Significant progress has also been made in clearing invasives from the Whale Park.



Trails – Several sets of steps on the Ya’Xaik Trail have been replaced. There are several other areas on the Ya’Xaik and Amanda Trails in which the original logs used as retaining walls are starting to fail.

Several years ago, we started using treated tree stakes to hold long boards in place on the downhill sides of trails in several locations. Those stakes have started to fail so we are gradually replacing them with 5/8” rebar.

Recording of hours - We would like to thank Johnni Prince who recorded hours and managed volunteer agreement forms for us for several years. She is handing this task over to Wally.

Walkway project – We are eager to see this project that we initiated move forward without unnecessary delays. We would like to see the City restart the engineering design process and establish a timeline for the project. Joanne has prepared a preliminary plan for funding the Walkway; see attached.

Fire Department Trail – The short section of trail between the Ya’Xaik Trail and the Fire Department property line has been cleared and is safely walkable. Preliminary clearing of the section of trail on FD property has been done but more needs to be done before the trail is ready for safe public use.

Commons Boardwalk – Parts of the Commons Boardwalk need replacement and/or repair; decking on the east is rotten and presents a definite hazard.

Trail near library – We are in discussions with the Library Commission about how to maintain a comfortable and attractive walking space between the east wall of the proposed library addition and Public Works yard.

Delineators on Ocean View Drive – One delineator has broken off and another is tilted at an angle; more will suffer similar fates over time. It seems prudent to discuss who will be responsible for maintenance and repairs of that sort especially as more delineators will be installed south of Yachats River Road.

Amanda Trail counter – Several years ago, OPRD installed a counter on the Amanda Trail near Joanne’s driveway. It failed last year so we have installed one of our counters in that location.

WETLANDS BOARDWALK – 10/23/2022



WETLANDS BOARDWALK – 10/23/2022







Rough Draft - Proposed Fundraising Plan for the Walkway Project

<u>Grants</u>	<u>Secured</u>	<u>Planned</u>
Three Rivers Foundation (CTCLUSI) App opens Dec 1, due Dec 31 VtF applies		\$ 10,000 (2Xs?)*
Local Govt Grant (OPRD) App opens Jan 1 due Apr. 1 (based on 2022) City of Yachats applies (Civil West writes grant with help from Walkway Team and CIP)		\$750,000
Strategic Investment Fund (OCVA) App opens anytime VtF applies (need final archaeological site eval, engineering and guarantee it will be finished in 11 months)		\$ 50,000
<u>Fundraising</u>		
Walkway Project Restricted Donor Fund (VtF)	\$55,000	
2023 Peace Hike Fundraiser Meeting on 10/24 with Bobbi Price and Tribes to authorize fundraiser) (VtF / City of Yachats Trails)		\$ 1,000
<u>Fireside 804 Visitors Fund (VtF)</u>		<u>\$ 8,000</u>
Subtotal if goals are met:		\$875,000 - \$885,000**
City of Yachats's match		****

Trails Team Leaders are looking into other local fundraising sources at present.

* Was informed that Three Rivers Foundation has more funds than anticipated to distribute in 2023; could double awards.

** Expenses from the preliminary report are \$935,000 with a generous contingency. However, the report did not include the lighting in the first preliminary that was over \$17,000, archaeological costs, and does not include the undergrounding of the electricity.

***To meet Local Govt. Grant minimum requirement is 10%. Greater than 10% receives more grant points for the Local Govt. Grant.