

1. 2:00 P.M. Agenda

Documents:

[2023-02-07 Parks And Commons Agenda.pdf](#)

2. Meeting Material

[2023-01-CM-Report-To-Council-January-2023](#)

Documents:

[PCC Strawman. Goals.pdf](#)

[Trails Report February 2023.Pdf](#)

[2023-01-03 Parks And Commons Meeting Summary.pdf](#)

[2023-01 Parks And Commons Meeting Summary.pdf](#)

3. Additional Documents Added After Meeting

Documents:

[FW Delineators Hwy 101.Pdf](#)

[Delineator Update.pdf](#)



CITY OF YACHATS
PARKS & COMMONS COMMISSION
441 Hwy 101 N. Commons Civic Meeting Room 1
Yachats, OR 97498
Tuesday, February 7, 2023, at 2:00pm
To Be Held In-Person & Zoom

Join Zoom Meeting

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

Meeting ID: 818 5187 1661

One tap mobile

+16699006833,,81851871661# US (San Jose) 12532158782,,81851871661# US
+(Tacoma)

Find your local number: <https://us02web.zoom.us/j/89696389900>

AGENDA

- I. Meeting Called to Order
- II. Announcements and Correspondence
 - a. Welcome Meg & Ron Simans
- III. Citizens' Concerns (limited to items not on the agenda, 5-minute limitation per person)
- IV. Ongoing Business
 - a. Bike Racks and Wetlands Boardwalk
 - b. Pocket Parks
 - c. Skate Park
 - d. Delineators
- VI. New Business
 - a. Elect Chair & Co-Chair
 - b. Parks & Commons Goals for City Council – Review & Discuss
- VII. Reports (Provide written reports)
 - a. Trails Report
 - b. Meeting Summary of January 3, 2023
- VIII. Other Business
 - a. From Commission
 - b. From Staff

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 01/31/23 By: Kimmie Jackson, Deputy City Recorder

Strawman: PCC Goals 2023

- Complete Sunset Parks, North and South before April 1.
- Ocean View Walkway: Engineering complete, bids let, and construction started. At least one grant applied for and awarded.
- Bicycle Racks installed before May 1.
- PCC at full membership
- Commons Greenspace design and implementation plan complete
- Develop initial plans and costing for Commons North entrance
- Master Park Plan: Vendor selected; preliminary draft completed
- Agreement/clarification with City Council on Commons role.
- Trails Committee leadership transition planning initiated
- Evaluate trail signage and develop standards for new and existing signs.
- Trails..... (new?, extended?) What else?

TRAILS TEAM REPORT – Parks and Commons Commission – February 7, 2023

YIPS! and Trails – Both work sessions in January were cancelled due to rain and wind. During our first work session in February, despite unsettled weather conditions, 22 volunteers worked on trails and clearing invasives – 2023 is off to a good start.

Hours worked by volunteers on YIPS! and trails projects in 2022 -

Total # volunteers - 70 different people came at least 1x

Total hours – 970 work session hours + 1827 extra hours = 2797 hours

New guidelines for developing the Trails Team budget for the 23-24 fiscal year -- It is the understanding of the team leaders based on communication with the City bookkeeper, Diane, that the following procedure is now in place for developing the proposed budget for the Trails Team:

The new chair of PCC will request the categories for the proposed budget for the Yachats Trails Team from Diane.

Diane will send the categories to the newly elected chair.

At its March meeting, the PCC, with Trails Team leaders present, will discuss the amount for each category.

With approval from PCC, the proposed 23-24 trails budget will be sent to the City Manager and Diane.

The City Manager will then present the proposed budget to the Finance Committee for review it, then to the Budget Committee for review, and, ultimately, to the City Council for approval.

Governor's Conference on Tourism -- Joanne Kittel and Donald Slyter, Chief of the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians, have been invited to speak at this conference on April 4th. They will talk about the journey that brought reconciliation to a previously divided "Peoples" resulting from the Yachats community being educated about and, eventually, understanding and appreciating the historical truth about Yachats' local Indigenous history -- through articles, naming of trails, development of interpretive signage, and events like the annual Peace Hike. (Joanne will not be asking for any reimbursement from the City.)



CITY OF YACHATS
PARKS AND COMMONS COMMISSION
JANUARY 3, 2023

Meeting Summary

1. (0:00:14) January 3, 20223, meeting of the Parks and Commons Commission at 2:00 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. (0:01:05) Correspondence/ Communications: The Peace Hike was well attended with about 130 people counted at the pavilion. Janet Square filed a complaint with the City regarding the dilapidated bench behind her house. The portion of space belongs to the County and until the road is turned over to the City, it doesn't have a responsibility.
3. (0:05:46) Citizens Concerns: None
4. (0:06:42) Bike Racks and Wetlands Boardwalk - Contractor: - The City hired a contractor who will look at these items and address. The cones put out ended up in the water; Commissioner Carey did slip on the boardwalk recently and is hoping it will be taken care of. The pond is filling in, but still should be dredged, as wildlife is still visiting the area.
5. (0:12:06) Pocket Parks, Insurance Adjustor: The Commission discussed the CIP Projects and the status. The pocket park was tagged to have the insurance adjustor go out and give feedback on the benches being so close to the edge of the cliff. It has been that way for the last 40 year. There are some questions on the engineering, and the platform is also incorrect. The Chair will forward concerns to the CIP Coordinator.
6. (0:27:07) Skate Park is in discovery phase, and unsure if the insurance adjuster is taking a look at this area.
7. (0:27:46) Delineators – the delineators on Ocean View Dr. are not sufficient for Hwy 101 and the alternative will cost around \$40,000; the City and Lincoln County will need to redraft the agreement. The City will address the replacements. They were installed by the County Road Department. Public Works does have several replacements. Commissioner Berdie will follow up.
8. (0:31:04) Applicants – Interview Meg Simans: After hearing from Mrs. Simans, the Commission is in favor of recommending to Council this nomination be accepted.
9. (0:35:08) Ron Simons: After Hearing from Mr. Simons, the Commission is in favor of recommending to Council this nomination be accepted.



1 Commissioner Carey made a Motion to approve Meg Simons for Seat B on the Parks &
2 Commons Commission and forward to Council for final approval. The Commission voted
3 and the Ayes have it.

4
5 Commissioner Altson made a motion to approve Ron Simons for Seat C on the Parks &
6 Commons Commission and forward to Council for final approval. The Commission voted
7 and Ayes have it.

- 8
9 10. (0:47:16) Parks & Commons Commission Goals for City Council Goal Setting: After
10 discussion on goals, they should have been given to the City back in November and
11 would like to get back on track. The term "Strawman" is a term, throw stones at, to say
12 here are some thoughts, accept, reject and it encourages ideas.

13
14 The trails indicated some goals for 2023 are: 1. Maintenance & Repair, survey each
15 trail, and mark the needs and prioritize; 2. Compile routine maintenance list; 3. Continue
16 the process in finding trail members to become trail leaders; 4. Trail leader and crew
17 members, seek out training, networking, management through associations; 5. To
18 maintain collaboration with various groups and entities; 6. Continue fostering trails
19 support.

20
21 Discussion continued about items that need to be completed such as painting the
22 Commons, doorways maintenance in the pavilion and heaters, lights, and closing up the
23 openings; status of the audio and stage lighting system; the sound system is outdated,
24 and lighting is incandescent and should be changed to LED lights. Polly plumb has
25 mentioned it's having issues booking groups because they need to bring their own
26 sound system. Room 8 is not suitable and doesn't have a bathroom; improve acoustics
27 and appeal to the performing arts groups. Improve relationship with reservation staff and
28 improve commons as an event center. Improve Commission and Commons staff
29 working collaboratively.

- 30
31 11. (1:20:40) Parks: the aesthetics needs to be balanced. Possibly change the rules for
32 membership to being in the zip code. There are people that use the Parks and
33 Commons, and work in the city limits, including part time residents. Discussed
34 Recreational districts exist and could create a board and could take over the Parks &
35 Commons. The Commission will continue to discuss at the next meeting. Will seek
36 having a joint meeting with the Planning Commission to look at Yachats as a whole and
37 come up with a masterplan. To apply for grants, projects need to be shovel ready. The
38 Ford foundation is willing to give information for free for the first 10 hours. The
39 Commission should have their budget done and forward to the city for finance by end of
40 February. Trails mentioned that they have unexpected issues every year, such as trees
41 down, and would like to know if they need a contingency budget line item.

- 42
43 12. (1:52:40) Commission will chose a chair at the February meeting. Commissioner Altson
44 volunteered to write the news article due by the 20th, and Commissioner Hempen
45 volunteered to temporary chair the next Commission meeting and complete the agenda.

46
47 Chair Berdie adjourned the meeting at 3:58pm.



1 Prepared by Kimmie Jackson on January 5, 2023



CITY OF YACHATS
PARKS AND COMMONS COMMISSION
JANUARY 2023

Meeting Summary

1. CALLED MEETING 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. CORRESPONDENCE / COMMUNICATIONS:
3. REPORTS:
4. NEW BUSINESS:
5. ONGOING BUSINESS
6. OTHER BUSINESS:

UNKNOWN adjourned the meeting at 00:00pm.
Prepared by Kimmie Jackson on January 2023

From: Adam Altson <stormwatcher42@gmail.com>
Sent: Wednesday, February 8, 2023 5:55 AM
To: Michael Hempen; Dean Shrock
Cc: City Recorder
Subject: FW: Delineators Hwy 101
Attachments: scan0436.pdf

Linn West sent this update about the delineators on 101. Hopefully ODOT will accept his suggestion and move forward with the project.

Adam
Stormwatcher's Retreat
There is really no such thing as bad weather, only different kinds of good weather. ~John Ruskin

From: Linn West <linnarchspec@gmail.com>
Sent: Tuesday, February 7, 2023 8:05 PM
To: Adam Altson <stormwatcher42@gmail.com>
Subject: Delineators Hwy 101

Adam,

Congratulations on Chair.....remember hearing last week that wouldn't be?

I moved away from the meeting apparently when the Delineators came up.
To update you and feel free to pass onto the rest of the Commission.
Rick McClung & I have been working with ODOT. Yesterday Rick sent to them an aerial I noted dimensions on, along with a writeup and suggestion on a different delineator to get the project moving.

The issue is ODOT wants a minimum of 6ft of existing paving from the fog line (white line on the side) for delineator and walkway. I attached my sketch of that (don't think that is confidential at this point) There is an area about 160ft long that is a foot or so shorter. I have suggested a different delineator in that location and requested a variation from the 4ft they indicated is required for Accessibility to 3'-6". The Federal Accessibility code for Transportation indicates 3'-0" is all that is required. ODOT has adopted 4ft. Our contact is going to take it to engineering and hopefully get this approved.

Hope this updates you.

--

Linn West
Architectural Specifications Consultant
1410 King Street
PO Box 349
Yachats, Oregon 97498
541-206-0140 cell message

I HAVE, AS CHAIR OF PUBLIC WORKS & STREETS COMMISSION FOR THE CITY OF YACHATS, BEEN COPIED WITH THE COMMUNICATIONS REGARDING DELINEATORS FOR HWY 101 GOING FROM OCEANVIEW DRIVE SOUTH TO THE BRIDGE ON THE WEST SIDE OF THE HWY. THE DILEMMA, I BELIEVE WE ARE CURRENTLY FACING, IS THE ACTUAL SPACE AND CONDITIONS OF THE SHOULDER AND THE MINIMUM REQUIREMENTS OF ODOT IN REGARDS TO THE ACCEPTABLE DELINEATORS. I WOULD LIKE TO OFFER SOMETHING TO CONSIDER AS AN ALTERNATE APPROACH TO ALLOW THE PROJECT TO MOVE FORWARD.

ANOTHER COMMISSIONER (ALEX COX) AND I WALKED AND MEASURED THE DISTANCES FROM THE OUTSIDE OF THE FOG LINE TO THE EDGE OF THE EXISTING ASPHALT. WE MEASURED AT INTERVALS OF APPROXIMATELY 20FT. WE ALSO MEASURED THE DISTANCE FROM THE EDGE OF THE ASPHALT TO EITHER THE TOE OF A RISE IN GRADE OR THE TOP EDGE OF THE DROP IN GRADE. THIS INFORMATION IS AVAILABLE. THE FULL DISTANCE REQUIRED BY ODOT IS 6FT OF ASPHALT FROM THE EDGE OF THE FOG LINE. THAT IS ACCOMMODATED FOR THE MAJORITY OF THE DISTANCE. THERE IS ABOUT 240FT THAT IS LESS THAN THAT.

THE SUGGESTION I AM MAKING IS TO UTILIZE THE DELINEATORS ODOT APPROVES FOR ALL OF THE AREAS THE DISTANCE IS 6FT OR MORE. IN THOSE AREAS LESS, UTILIZE A GROUND MOUNTED STYLE THAT REQUIRES A LITTLE LESS SPACE. I HAVE INCLUDED A COPY OF ONE OF MANY LIKE THIS APPROVED BY DOT. UTILIZING THIS WOULD SAVE ONLY INCHES, NOT MAKING A LOT OF DIFFERENCE BY ITSELF.

I SEARCHED 'ADAAG FOR TRANSPORTATION FACILITIES, 1991'. I DISCOVERED THAT IT IDENTIFIES WALKING SURFACES THAT ARE PART OF AN ACCESSIBLE ROUTE SHALL COMPLY WITH 403. SECTION 403.5.1 REQUIRES THE CLEAR WIDTH TO BE A MINIMUM OF 36 INCHES. IT ALSO GOES ON TO SAY IN SECTION 403.5.3 THAT THERE NEEDS TO BE A PASSING SPACE OF 6FT X 6FT EVERY 200FT. ODOT'S DECISION TO HAVE THAT MINIMUM BE 48 INCHES IS CERTAINLY COMMENDABLE FOR SAFETY. IN THIS INSTANCE NOT ATTAINABLE WITHOUT EXPENSE OF ADDING ASPHALT. WILL NEED TO FIND A SOLUTION TO THE 240FT FOR PASSING, CAREFULL MEASURING MIGHT MAKE IT.

MY SUGGESTION FOR CONSIDERATION IS AS FOLLOWS: **1)** UTILIZE THE ACCEPTABLE ODOT DELINEATOR FOR ALL AREAS HAVING 6FT OF ASPHALT OR MORE. **2)** UTILIZE A GROUND MOUNTED STYLE DELINEATOR IN THOSE AREAS LESS THAN 6FT. **3)** ALLOW A REDUCTION OF THE 4FT REQUIREMENT TO 3'-6" STILL BEING GREATER THAN THE MINIMUM 36 INCH. THIS WOULD ALLOW THE PROJECT TO CONTINUE AS ALL AREAS WILL MEET THIS REQUIREMENT.

THIS PROJECT IS THE BEGINNING OF PHASE 2

THIS APPROACH WOULD BE THE LEAST EXPENSIVE OPTION AND ALLOW IT TO GO FORWARD.

NOTHING WOULD BE CONSTRUCTED NOW THAT HAD TO BE REMOVED FOR PHASE 2

PHASE 2 IS YEARS OUT, AT THAT TIME THE WIDTH WILL BE CREATED.

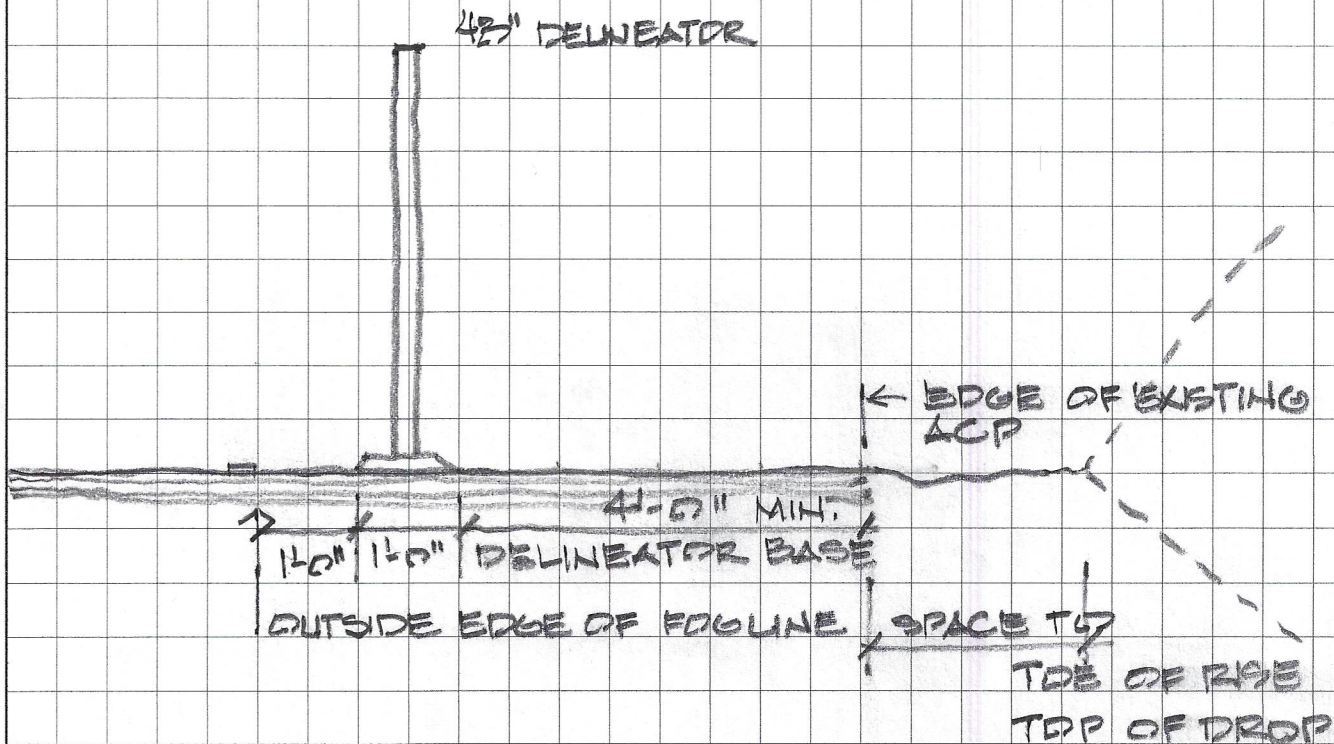
THIS PROVIDES BETTER SAFETY OF PEDESTRIANS AND BIKERS NOW WITHOUT INTERFERING WITH TRAFFIC.

I AM AVAILABLE FOR ANY DISCUSSION THROUGH RICK MCCLUNG AT PUBLIC WORKS



Linn West

UNDERSTOOD TO BE GDOT RECOMMENDATION



YACHATS REQUEST FOR ACCEPTANCE

