

1. 2:00 P.M. Agenda

Documents:

[2023-03-07 Parks And Commons Agenda.pdf](#)

2. Meeting Material

[2022-12-Financial-Report-General-Fund](#)

Documents:

[Trails Report March 7.Pdf](#)

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



CITY OF YACHATS
PARKS & COMMONS COMMISSION
441 Hwy 101 N. Commons Civic Meeting Room 1
Yachats, OR 97498
Tuesday, March 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

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Find your local number: <https://us02web.zoom.us/u/kscsdp4tW>

AGENDA

- I. Meeting Called to Order
- II. Announcements and Correspondence
- III. Citizens' Concerns (limited to items not on the agenda, 5-minute limitation per person)
- IV. Ongoing Business
 - a. A recap of the monthly chairperson meeting
 - b. Skate Park – Update
 - c. Goals
- VI. New Business
 - a. Benjamin Moore would like to speak to us about a possible memorial on the Prospect Trail
 - b. Carita Edson would like to speak to us about potentially having a Community Garden in the Commons greenspace
 - c. Dark Sky initiative - Discussion
- VII. Reports (Provide written reports)
 - a. Financial Report
 - b. Trails Report
 - c. City Manager Report
 - d. Meeting Summary of February 7, 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 03/01/23 By: Kimmie Jackson, Deputy City Recorder

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

YIPS!– Work removing invasives from areas of the Commons Wetland Park continues. Lots of blackberry and other invasives were trimmed along the south side of Ocean View Drive to the east of Pontiac Street.

Plans are afoot to remove ivy from trees on the northern-most section of Yachats Ocean Road between the road and the beach. Since much of that land is owned by OPRD, we are consulting with them before undertaking that task.

Trails - One set of steps was replaced on the Prospect Trail between Prospect and 3rd Streets. The path in the Gerdemann Botanical Preserve was trimmed.

New guidelines for developing the Trails Team budget for the 23-24 fiscal year – Subject to approval of the process by the City Manager, rather than submitting our annual budget proposal to this Commission, we will be following this process –

- Prepare budget
- Submit budget to City Manager for review
- City Manager passes our budget request on to the Budget Committee for. We have requested that we be notified when the Budget Committee will be reviewing our proposal so we can be available to answer questions.
- The Budget Committee passes an approved budget to the City Council for approval/or not

Trails Team leader succession – We are in the process of developing a list of qualifications we feel a potential leader should possess. For a variety of reasons, we feel it is important to maintain the collaborative leadership model that has been in place since 2016.





CITY OF YACHATS
PARKS AND COMMONS COMMISSION
February 7, 2023

Meeting Summary

Guests/Audience: 12

1. Michael Hempen called this meeting to order on this February 7, 2023, of the Parks and Commons Commission at 2:00 pm via Zoom Meeting. Members present: Michael Hempen, Adam Altson, Meg Simans, and Ron Simans. Absent: Dean Shrock. Trails - Joanne Kittel and Bob Langley. Staff: Kimmie Jackson, Recorder, Holly Hamilton (CIP Coordinator)
2. (0:01:09) No Correspondence.
3. (0:01:34) Report from the City Manager & Chairs meeting, there is a new reimbursement form to use, see city staff to get new form; the Commission should be monitoring their own budget and Trails; discussed meeting in Civic Meeting Room; will have places to store your commission notebooks in the Civic Meeting Room. The City will provide that along with city emails corresponding with your Seat Letter. This Commission should be working on goals for 2023; there is a meeting on February 9th at the Commons, about the Commons. A goal of the City Manager is think of Yachats as a City Campus, so when renting space can be around town. The summaries are for information only.
4. (0:09:14) Welcome new members Meg and Ron Simans to the Commission.
5. (0:09:35) Citizen Concerns: None
6. (0:09:52) Bike Racks and Wetlands Boardwalk is on hold PER City Manager. The insurance company CIS is coming out to discuss the pocket parks but are not aware of what else they would be covering. Regarding the southern park, the Mayor sent a project description to the City Manager to create an MOU but does not believe it has been done yet. The Skate Park is being rehabilitated; meetings are supposed to happen and the company doing the work will be raising money to pay for this project.
7. (0:14:30) The Delineators are in the hands of ODOT and still in pending status. The City Manager did meet with Katy Jacobson, County Commissioner and should have an update soon.
8. (0:15:54) The CIP process is in the beginning stages and will be meeting with all the Commissions to make sure all projects are listed to be reviewed for the next fiscal year. Public Works will keep track of the delineator project along with



1 McClung, Water Lead. Chair West of Public Works & Streets did a walk-around
2 to measure the area in question on Hwy 101 and a drawing will be submitted to
3 Public Works.
4

- 5 9. (0:19:11) The Commission discussed and nominated a Chair and Co-Chair,
6 Adam Altson as Chair and Meg Simans as Co-Chair, all are in favor and passed
7 unanimously. Could possibly rotate members every three months and solicit for
8 two more members.
9

- 10 10. (0:23:47) Trails report is attached to the online packet. Trails is working on
11 qualifications for Trails Leadership Succession Plan. Also added a new
12 procedure regarding the development of future fiscal budget for Trails. Chair
13 Altson, Bob Langley and CIP Coordinator will ask for a meeting with Accounting
14 for budget categories and direction. Possible date February 16th, at 4:00pm via
15 zoom and at City Hall to be confirmed by CIP Coordinator.
16

- 17 11. (0:36:01) Meeting Summary is attached to the online packet. No discussion.
18

- 19 12. (0:37:12) Ocean View & Ownership: there are two agreements the City is still
20 waiting on an MOU. The City Manager is speaking with the County
21 Commissioner, but no further update yet.
22

23 Chair Altson adjourned the meeting at 2:47pm.
24

25 Prepared by Kimmie Jackson on February 9, 2023
26