1. 2:00 P.M. Agenda

   Documents:

   2023-05-02 Parks And Commons Agenda.pdf

2. Meeting Material

   2023-03-Financial-Report-General-Fund

   CM-Report-To-Council-March-2023

   Documents:

   Trails Report May 2_2023.Pdf
   2023-03-05_JobDescription-TrailsLeader-03-05-2023_Final_With_Hours.pdf
   2023-04-12 Parks And Commons Meeting Summary.pdf
   209 - Amending Commission Duties.pdf
   Administrative Policy 5-Donation-Recognition.pdf

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

Zoom meeting Log In:
https://us02web.zoom.us/j/89696389900
Meeting ID: 896 9638 9900
One tap mobile
+13462487799,,89696389900# US (Houston)
+16694449171,,89696389900# US

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. Review open projects
VI. Reports
  a. Trails Report
  b. City Manager Report
  c. Meeting Summary of April 12, 2023
VII. New Business
  a. Discussion – Ordinance 209
  b. Discussion – Administrative Policy #5
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 04/26/23 By: Kimmie Jackson, Deputy City Recorder

TRAILS TEAM REPORT – Parks and Commons Commission – May 2, 2023

YIPS!– Two big projects are in the planning stages and will be undertaken soon:

In the area south of the library in which much effort has been spent year to date, weed cloth will be put down over much of the area and covered with wood chips. After approximately two years of light deprivation, it is hoped that all the existing invasive plants will have met their demises and, after removal of the weed cloth and wood chips, the area will be planted with native species .

Pending approval from OPRD which owns the land, a major effort will be made to remove ivy from the trees in the area between the N end of Yachats Ocean Road and the sandy beach.

Trails – In addition to ongoing routine maintenance, two larger projects are in progress:

Mud and decaying wood chips are being removed from the steps at the east end of the GBP Public Trail and replaced with gravel.

Several large PT headers are being installed along parts of the Amanda Trail

Trails Team/YIPS! leader succession – We have developed a list of qualifications we feel a potential leader should possess (see attached). For a variety of reasons, we feel it is important to maintain the collaborative leadership model that has been in place since 2016.

Governor's Conference on Tourism -- Joanne had the opportunity and privilege to be a member of panel at the conference on April 4th. The topic was "Building Trust and Relationship and Community through Authentic Storytelling." Panelists gave both direction and challenge to pursue in their communities and an audience of over 250 was clearly inspired.

Oregon Trails Summit -- The Trails Team is honored to have been invited to make a presentation at the Summit this coming Fall. We have been asked to talk about how we deal with invasives along our trails. We continually deal with weeds on numerous trails in and around the city - ivy, blackberry, tansy ragwort, holly, morning glory to name a few - so we will have plenty to talk about!

Rocky Mountain State Park Managers Summit – Hosted in mid-April by OPRD, the Summit was attended by over 110 participants from 13 states. The summit included site visits, one of which was to the Amanda Trail, Suspension Bridge and Gathering Area. In addition to Joanne, primary guest speakers included representatives of CTSI and OPRD. The feedback was very positive.

Qualifications for a Yachats Trails Team Leader

The Yachats Trails Team leadership is currently comprised of 4 individuals who work collaboratively to carry out the Team's mission which is:

> *To establish, maintain and promote a system of trails to serve the City of Yachats for the safety, health, spiritual well-being and enjoyment of residents and visitors alike.*

Every leader should have certain qualifications:

- Have been an active trail crew member for at least a year.
- Have a collaborative nature and willingness to work as an integral part of a team.
- Be able to help plan and lead group work sessions.
- Be knowledgeable about safety considerations.
- Recognize the importance of controlling invasive weeds on City property and other public spaces in Yachats.
- Be willing to participate regularly in trails/YIPS! work sessions, twice monthly on Saturdays.
- Be prepared to represent the Trails Team at meetings of City Commissions and City Council as well as at meetings with City staff and other partner groups.

As a group, Trails Team leaders should have the following additional qualifications but no one leader needs to have all of them:

- Competence to build, maintain and rehabilitate trails.
- Knowledge about native plants and invasives.
- Experience in using power equipment like a chainsaw and a weed eater.
- Ability to develop and maintain working relationships with partners like OPRD, SNF, Angell Job Corps, local Indian tribes, Chamber of Commerce, local businesses, Trail Keepers of Oregon, and View the Future.
- Ability to manage tools and supplies, including – ordering tools, maintaining tools, providing tools to volunteers and getting them back, and making sure that volunteers know how to use tools in a safe way.
- Ability to assign tasks to volunteers according to their capabilities and interests.
- Willingness to attend workshops and conferences to develop new insights and skills to share with other Trails Team leaders and volunteers.

The tasks undertaken by Trails Team leaders generally fall into the following categories – Trail maintenance, YIPS!, publicity, and trail development. Tasks on the lists below are shared amongst the leaders.

Trail Maintenance – ensure that trails are safe and pleasant to use. (Remove vegetation that encroaches on trails, keep tread surface clear of mud and debris, remove trees that fall across trail and/or present safety hazards)

- Survey trails to determine when routine maintenance tasks like trimming, gravel placement, clearing, etc. are necessary in order to keep trails both safe and enjoyable.
- Identify areas in which repair is needed (replace steps, cut and fill trail sections, improve drainage).
- Prioritize maintenance and repair tasks, develop plans and material lists for needed repairs.
- Determine which tasks will be worked on in a given work session, procure materials in advance, identify volunteers for each task to be undertaken that day, and get materials and required tools to work sites (often in advance of the session w/o knowing how many or which volunteers will be present).
- Act as a "clearing house" for emergency issues like fallen trees and either remove them from the trail or arrange for other volunteers to do so or for the City to hire a licensed arborist if the task is determined to be too dangerous for volunteers to handle.

YIPS! - Remove invasive plants from City property

- Monitor invasive plants (blackberry, ivy, morning glory, Scotch broom, clematis, knotweed, tansy ragwort and others) in Yachats.
- Prioritize YIPS! tasks in determining which will be undertaken in a given work session.
- Lead efforts during Trails/YIPS! work sessions to control invasive plants on City property. At the start of each work session, identify volunteers for each task to be undertaken that day and make sure that appropriate tools are provided at the work sites.
- Alert Public Works about weed debris that needs to be collected after work sessions.
- Inform City Code Enforcer of invasive plant problems on private property in Yachats.
- Educate the public about need and methods to control invasive plants.

Publicity

- Develop trail maps, update them from time to time, order more when needed, keep map boxes around town full, and supply trail maps to local outlets like businesses, motels, and Visitor Center.
- Develop and maintain Trails website (yachatstrails.org).
- Organize and conduct special events like Annual New Year's Day Peace Hike, National Trails Day, Ivy Pull, Trails Team picnic and holiday party.
- Prepare reports to Parks and Commons Commission and provide information for inclusion in the City newsletter.
- Post information about Trails Team work sessions on the Yachats Facebook page.
- Inform volunteers about upcoming work sessions and, if necessary, cancellations.

Trail Development

- Consult with other Trails Team leaders concerning the need, viability, and practicality of potential new trail opportunities.
- Consult and coordinate about new trail opportunities with other governmental agencies having jurisdiction.
- Consult with and assist other groups with trail planning and development when asked.

Other tasks and responsibilities

- Attend monthly PCC meetings as well as other meetings as needed.
- Inform everyone on the trails mailing list about upcoming work events.
- Attend meetings and conferences to gather information and develop new skills; pass that information and skill set on to others (example = CPR and first aid trainings)
- Plan, organize, and implement activities to build camaraderie amongst volunteers (examples = annual picnic, winter holiday party, bi-monthly visits to Drift Inn)
- Maintain and grow relationships with partner groups like OPRD, SNF, Angell Job Corps, local Indian tribes, Chamber of Commerce, local businesses, Trail Keepers of Oregon, and View the Future.

Time commitment

Although there is no specific time commitment and every year can be different, in fiscal year 2021-2022, the four Trails-YIPS leaders contributed 1161 hours to the community.

Trails-YIPS! Historical Background

An informal, all-volunteer trail crew was established in 2005 to keep up the Amanda Trail and build the Prospect Trail. Then, in 2009, the Yachats Trails Committee, under the auspices of the Parks and Commons Commission and with an annual budget, was created by decree of the Yachats City Council. For the first seven years there was a chair and 4 subcommittee heads; however, in 2016, by consensus of the outgoing chair, the subcommittee heads, Commission and, ultimately, Council, the leadership changed to 5 leaders. This structural change resulted in a broader effectiveness in accomplishing tasks, planning, and outreach. It also lessened the need for one leader to be the "jack-of-all-trades", reduced leadership burnout, and provided backup for temporary leader absences. A more complete history can be found at: https://viewthefuture.org/wp-content/uploads/2020/11/YACHATS-TRAILS-HISTORY-.pdf

CITY OF YACHATS
PARKS AND COMMONS COMMISSION
April 12, 2023

Meeting Summary

Guests/Audience: 8

1. Chair Adam Altson called this meeting to order on this April 12, 2023, of the Parks and Commons Commission at 1:00 pm. Members present: Michael Hempen, Meg Simans, Ron Simans, and Dean Shrock. Staff: Kimmie Jackson, Recorder.

2. (0:00:50) Announcements & Correspondence: The bike racks will be installed next week, Tuesday April 11th; the sunset parks north and south are still not transferred over; the plants still need to be addressed; looking at replacing the boulders with smaller boulders.

3. (0:08:30) No Citizens Concerns

4. (0:10:55) Recap of the monthly Chair Meeting: Meeting was cancelled, the next meeting is on April 26th at 10am and Member Ron Simans will attend in member Altson's absence.

5. (0:12:50) Goals were sent off to Council, no response yet.

6. (0:17:18) Volunteer Applications: Interviewed Dan Sterling for Seat A for the commission. After discussion, the motion was made to recommend to Council and accept his membership. All are in favor and passed unanimously.

7. (0:25:15) Interviewed George Giroux for Seat D for the commission. After discussion, the motion was made to recommend to Council and accept his membership. All are in favor and passed unanimously.

8. (0:29:54) Discussion around the possibility of running and managing the Commons by a non-profit. Joanne Kettel reported on behalf of Linda Hetzler, that a nonprofit group is in the process of being formed similar to what used to be Friends of the Commons. This stems from a request from the City Manager to Linda Hetzler to go ahead and form a new 501, not sure of what type. There was a meeting to discuss who to bring into the group and if a member from Parks & Commons or as an individual wanted to be part of the group. The Council was making a decision to eliminate the Commons building from the Parks & Commons Commission. The group will possibly be meeting on Friday at 11:10am at the Commons, Room 8 to discuss further.

9. (0:52:42) Discussion around the Council Vote to remove the Commons building, then discussed whether or not to remove the Commons from Parks & Commons Commission. The Commission has not received any correspondence with official notice, and is unclear in the process, and have been informed that there may be some additional septs that need to be taken before it can become official. Will continue to operate the same, except possibly not making recommendations but table items until this Commission receives clarity.

The Commission has researched the Charter, City Code and Administrative Policy on how to change a Commission and found that this may be unclear and is requesting further clarification from the Council on its decision and the steps that are required to change a commission. Questions as to whether or not the public is notified for public involvement when changes are made to Commissions. The Council voted three to two to remove the Commons without discovery made this a contentious vote. To change municipal code there should be a public Hearing, and residents vote for changing the Charter. At this time, this Commission believe that the motion that the Council passed may not be valid since there were no discovery or steps taken.

Some members of this Commission reached out to the former Mayor Ron Brean for some background to change the Commissions and stated there would be so much red tape it would take years to accomplish legally to remove a commission.

Without transparency, will need to continue in this same manner until notification of the process, procedure and ramifications to disband are reported back in writing. The Commission believes that there should be public involvement and their own involvement in discussions before a decision is made.

Discussion continued around the Chairs meeting and that it should still happen even if the City Manager is not available to attend.

10. (1:21:19) Trails Report is attached to the online packet for review.

11. (1:41:14) City Manager March Report: noted that the Parks & Commons was referred to Parks & Trails before there was a Council vote. Also noted that the bench by the wetlands was rebuilt by maintenance and is not safe and up to standards. It will be rebuilt by the new maintenance person.

12. (1:43:26) Initiating a city-wide master plan to include pocket parks, housing, parking, etc. and will meet with the Planning Commission at some point this year.

    The north park should be a go for the removing of the gravel on Ocean View and replace with the topsoil and plants.

13. (1:50:23) The Chair's communication with the City has been proven to be difficult and is considering stepping down. After members have discussed alternative, there will be no changes at this time except that member Ron Simans will attend the chair meetings and take over the communication with the CIP Coordinator.

14. (1:53:16) Commission received two requests for memorial benches. At this time there is no list being maintained by the City at this point. There is some type of policy based off Newport and will be discussed at the May meeting.

    Chair Altson adjourned the meeting at 2:47pm.

1 Prepared by Kimmie Jackson on April 17, 2023

CITY OF YACHATS
ORDINANCE NO. 209

AN ORDINANCE AMENDING §2.08.040 (A) (1) AND (3) OF THE YACHATS MUNICIPAL CODE, PRESCRIBING THE DUTIES OF THE PUBLIC WORKS AND STREETS COMMISSION AND THE PARKS AND COMMONS COMMISSION.

WHEREAS, the Little Log Church and Museum is managed by a volunteer board, separate from, and no longer under the jurisdiction of, the Parks and Commons Commission; and

WHEREAS, the Commons Director has been assigned duties for which the Commission was once responsible; and

WHEREAS, City Council has determined a need for a Public and Traffic Safety Committee, and the Public Works and Streets Commission has expressed interest in serving in that capacity; and

NOW THEREFORE, the City of Yachats ordains as follows:

SECTION 1. **§ 2.08.040 (A)(1) of the Yachats Municipal Code shall be amended to read as follows:**

1) Public Works and Streets Commission.

a. Formulate rules, regulations and standards for the operation and use of the City's public works; recommend such to City Council for adoption.

b. Plan for future growth, development and improvement of the City's public works.

c. Advise the City Superintendent on improvements and maintenance for the City's public works.

d. Recommend improvements or repairs to the City's streets, culverts, drainage and curbing.

e. Review all rates and fees including, but not limited to, water, sewer, and system development yearly and report to the City Council by March 1st of each year and recommend any changes in rates, fees, charges or policy.

f. Serve as the City's Public and Traffic Safety Committee as follows:
   1. Hear suggestions and complaints from citizens concerning issues of public and traffic safety;.
   2. Research and develop remedies for public and traffic safety concerns as needed;
   3. Recommend public and traffic safety priorities for the City;
   4. Review and recommend project application for funding;
   5. Serve as liaison between the City and the Oregon Traffic Safety Commission in developing the statewide highway safety program, and in meeting the National Highway Safety Program Standards;
   6. Act in an advisory capacity to the Yachats City Council in the implementation of safety activities;

7. Foster public knowledge and support of traffic law enforcement and traffic engineering problems and needs;
8. Monitor the Village Circulation Plan portion of the Comprehensive Plan, including implementation, funding, and signage; and
9. Serve as liaison between the City and Lincoln County in development of the trail system, shoreline access points, and signage as established in the Village Circulation Plan and approved findings vacating portions of County Road 804 South.

SECTION 2. **§ 2.08.040 (A)(3) of the Yachats Municipal Code shall be amended to read as follows:**

3) Parks and Commons

a. Formulate rules, regulations and standards for the operation of the City's Parks and Commons building and grounds in a manner which assures security of the City's assets and encourages use by tenants, residents and visitors alike and recommend them to City Council for adoption;

b. Establish rental rates for various uses of the Commons; recommend such to City Council for adoption;

c. Maximize income through promotion or co-promotion of appropriate events;

d. Work with the Commons Director in development and implementation of a marketing program for tenants and special programs;

e. Plan for the regulation, development and improvement of the City's parks;

f. Receive gifts, grants, bequests and devises to carry out the purpose of the Commons and parks;

g. Cooperate with volunteer organizations and City groups in the advancement of the Commons and parks planning and programming process; and

h. Work with the Commons Director in the development of the budget for the Commons. Prepare the annual budget for all City parks and submit to the Budget Officer the budget proposals for the parks and the Commons building for forwarding to the Budget Committee.

PASSED AND ADOPTED by the City Council of the City of Yachats on this 8th day of October, 1998.

Ayes:_____ Nays:_____ Abstentions:_____ Absent:_____

APPROVED by the Mayor this ____ day of October, 1998.

Attest:

_____ _____

Arthur Roberts, Mayor Nancy Otterson, City Recorder

Administrative Policy No. 5
Yachats Donation & Recognition Policy

Introduction

The City of Yachats values the many monetary and non-monetary donations of individuals, foundations, corporations, nonprofit organizations, service clubs and other entities, and seeks to provide appropriate recognition for donations through this Policy. This Policy also recognizes that, unless ~~specially~~ exempted by the Parks & Commons Commission or the City Council, gifts, its purchase, installation, maintenance, repair or other costs incurred throughout the life of the gift, shall not incur any tax payer expense.

The City of Yachats, staff and citizens appreciate gifts and memorials for the City's parks, Commons, Library, Museum, programs and public spaces; and the altruistic contribution those gifts make in furthering the purposes for which these facilities and programs have been established. Donations come in many forms, including but not limited to: plaques, art, park and trail amenities, trees, and other items generally referred to as "Gifts."

Guiding Principles

The following principles form the basis for the Donation & Recognition Policy:

- It shall be the City's policy to take into account the resources, function and experience for which various public facilities and programs are maintained when considering the appropriateness of donor recognition and the placement of Gifts.
- In all forms of recognition, the donor's wishes for anonymity shall be respected.
- It is generally preferable to express appreciation for contributions directly to the donors or sponsors rather than by forms of recognition to be displayed on City property, buildings or parks.
- Recognition of corporate donations or sponsorships must not in any way suggest an endorsement by the City of Yachats, nor give the impression of advertising, commercialization, solicitation, or of a proprietary interest in the facility.
- Recognition shall not interfere with routine City operations or use.
- Any donation that will reside on the grounds of the Library or the Museum must first be approved by the appropriate commission for those properties.
- The acceptance of Gifts(including but not limited to amenities, trees, signage, plaques or other items requiring maintenance or at risk of deteriorating for any reason) will generally be on the basis of a **10-year term** commencing on the date of installation. During the term, the City agrees to maintain typical wear and tear of the Gift. At the end of the 10-year term, and upon 10-year increments thereafter in perpetuity, the donor may seek P&C Commission

approval to extend the term for an additional 10-years. Terms may not be longer than 10-years, and the renewal of the 10-year term must be made by written request or in person before the P&C Commission.

- At the end of each 10-year term, if no request for renewal of the term is made, the P&C Commission and/or the City Council may, at its full discretion, leave or move the amenity if in good repair, repair the amenity as appropriate at donors expense, or remove the amenity with no further obligation to the donor.
- Recognizing that many non-monetary gifts require on-going maintenance, repair and/or replacement, donors are requested to pay the following for non-monetary gifts:
    a. Actual cost of gift and installation charges.
    b. Estimated 10-year maintenance assessment.
    c. General administrative/endowment contribution of 10% of the total of a+b.

- Maintenance assessment fees (b. above) and general administrative/endowment contribution (c. above) are payable upon the City Council's approval of the request.

- Should the gift's maintenance fee (b. above) exceed the estimate during any 10-year term, the donor will be held responsible for the costs of repair and or restoration.

- Fees for the approval of all extensions of the 10-year term will require a new estimate of maintenance costs for the extended term, plus 10% of the maintenance costs for general administration.

- The City may, at its discretion, adjust the administrative/endowment contribution rate.

  Gifts of art, literature, photography, recordings, memorabilia or other items for display or historical archiving at the Little Log Church Museum or Yachats City Library, may be accepted directly under the terms and conditions determined by the Museum and/or Library Commissions, as appropriate. However, any donation determined to have ongoing costs (i.e. restoration, preservation, etc.) will require separate approval by the City Council.

<u>Oversight</u>

The Yachats Parks & Commons Commission ("P&C Commission") is responsible for reviewing requests for gift donations to be displayed in the Commons or other City property. The P&C Commission may reject, suggest changes or accept donation requests. Requests accepted by the P&C Commission will then be forwarded to the City Council for consideration and possible final approval.

Amended June 9, 2016

The P&C Commission is essentially charged with ensuring that the donation is suitable and compatible with the character of Yachats, displayed in an appropriate venue, and that fees collected for the Gift will fully cover the cost of the gift for its duration, including administrative overhead and routine maintenance. The P&C Commission's assessment will consider the suitability of the item, the appropriateness of the location, maintenance factors and costs, along with any other factors involving the Gift. Every effort should be made to apply unique and artful designs in creating the Gift, with encouragement in the use of artists local to the general area.

The approval of Gifts are at the full discretion of the P&C Commission and the City Council.

Forms of Recognition

Off-site Recognition
Thank you letters – Every donor shall receive a letter of appreciation from the Mayor or Chairperson of the appropriate Commission. Depending on the nature and significance of the gift, it might be appropriate to send a thank you letter from the City Council or Mayor. In many cases, this might be all that is required. The letter should acknowledge the gift, the donor, the date of acceptance, and for a monetary donation, the amount. The thank you letter shall also serve as evidence of the gift for the donor's tax records. As such, it should completely describe the gift. It should NOT, however, attempt to value a non-monetary gift.

On-site Recognition
Temporary signs – Temporary signs (such as those used to acknowledge donors during construction activities or restoration of a structure or site, or to recognize a sponsor's financial support for a contract period) should be informational, of appropriate design and scale, and make clear that the City of Yachats is recognizing the donation. They should inform readers and might contain a brief message about the nature of the project and the support provided by the donor. The signs should be sturdy, constructed of high quality materials, consistent with the design of other City signs, professionally done and in keeping with appropriate design standards. Signs shall comply with Municipal Code Standards and shall not exceed four (4) square feet. The donor's name and corporate logo (if any) may be used if they are subordinate to the sign's message.

Temporary recognition signs may be left in place only for the contract period, or in the case of "construction" signs, for no more than six months beyond completion of the actual work on the project.

Recognition Boards and Walls
Upon recommendation from the appropriate Commission, the City Council may approve the placement of donor boards or donor walls with City buildings, provided the boards or walls are not the first thing a visitor observes when entering the

building, are subordinate to the primary function of the facility, and are consistent with the professional design standards. Approval by the Commission or City Council will include setting the time for display of recognition. For example, temporary displays, such as "goal thermometers," might be appropriate for the life of a specific capital campaign while longer-term boards and walls might be appropriate for significant gifts.

Permanent Plaques
With the exception of pre-existing donor programs, permanent plaques are to be considered carefully and should only be used to recognize significant monetary or public service contributions to the City of Yachats.

Endowments
Perhaps the surest way for a donor or sponsor to achieve long-term recognition is through an endowment. Endowments can be established to provide a permanent source of annual funding to support a variety of public facility and programmatic needs. The establishment of an endowment should be considered for inclusion in any major fundraising campaign to provide for future operations, maintenance and repair costs, especially those associated with major capital improvements. Entities wishing to endow should be encouraged to enter into discussions with the appropriate Commission or City Council to determine the provisions and limitations of the endowment.

Memorial Benches, Art & Other Amenities
The P&C Commission has established locations for the possible placement of benches, picnic tables, interpretive panels, birdbaths, kinetic art and other outdoor amenities on City property and rights-of-way. Preference will be given to those offering donations in those specific sites. However other locations may be considered.

Memorial trees
The Commission has established locations for the planting of trees on City property. The selected locations also include the species of tree that may be planted in that specific location.

Signage and Plaques: Signage or plaques indicating the commemorative nature of the memorial or other remembrances may be placed on an amenity upon prior approval as cited above. Tree signs will require the same approval, however in no instance may a sign be placed on a tree in a manner that compromises the health or life of the tree. Signs or plaques will be left in place for 10 years or until they are no longer visually attractive.