

1. 3:00 P.M. Agenda

Documents:

[2024-06-04 Parks And Commons Agenda.pdf](#)

2. 2:00 P.M. Additional Items

Documents:

[Prospect Park Field Trip Meeting Minutes From 30 May 2024 - Parks And Commons Commission.pdf](#)



CITY OF YACHATS
PARKS & COMMONS COMMISSION
441 Hwy 101 N. Commons Civic Meeting Room 1
Yachats, OR 97498
Tuesday, June 4, 2024, at 2:00 pm
To Be Held In-Person & Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/82841590548>

Meeting ID: 828 4159 0548

AGENDA

I. Meeting Called to Order

II. Announcements

III. Citizens' Concerns

- Limited to items not on the agenda (5 min. limitation per person)
- Concerns/issues may be considered for inclusion in future agendas by PCC

IV. Reports

- a. Trails (5 min.) *Link*
- b. City Manager (5 min.) [Click here](#)
- c. City Coordinator (Krystal) (5- 10 min.) [Click here](#)

V. New Business

1. PCC Email Communication Protocol (5 min)

2. Wetlands Boardwalk Park: (20-30 min)

- **Discuss the need to examine the condition of the Wetlands Boardwalk and create a proposed plan for the city to do needed maintenance in the immediate future; (10-15 min)**
 - i. The Boardwalk requires some TLC, due to a few areas that are aging and deteriorating. While a full evaluation will take place in the future as part of the campus-wide engineering study, a short-term plan needs to be implemented to bridge present and future needs.
- **Discuss How PCC Can Provide Support for the Council's Goal of Enhancing the Experience of Wetlands Boardwalk Visitors by Identifying Important Plants, Installing Information Boards, etc (10-15 min)**

3. Decide on Prospect Park Signage Placement and Quantity (15-20 min)

- Prospect Park contains 3 distinct sections, with a single walking trail connecting each of them. There are currently Trail posts, but no signs denoting the existence of this lovely city park.
 - i. Mayor Berdie has confirmed that Prospect Park extends from 2nd up to Radar: [City resolution designating Prospect Park \(2nd to Radar\)](#)
- PCC voted in March to request that the city order Prospect Park signs. The number of signs was not specified at that time. Nor was placement.
- Below is a description of each park entrance. We need to decide where to place signs:

Location	Looking north (up)	Looking south (down)
2nd Ave to 3rd Ave		
3rd Ave to King St.		
King St. to Radar		



4. Update on Administrative Policy #5 Revision Process (5-10 min)

- 3-member subcommittee to work on policy revision
 - i. Members will be:
 - ii. The next step will be to take the summary of Commission comments from the last meeting and revise #5 to best reflect desired changes, with competing options built-in that will necessitate further discussion

5. Discuss the Possibility of Installing a Rail Fence in the Pocket Parks (15-20)

Photos below were taken by Mayor Berdie at a public park on Orcas Island



6. Discuss the Possibility and the Implications of Proposing that the Number of Parks & Commons Commission Members Permitted to Live Outside the City Limits Increase From One to Two (15-20 min)

- This would require a change to the City Code “Ordinance No. 153, Ordinance on Commissions Section 3. Appointments and Term of Office”

7. Discuss the Upcoming Commons Masterplan, Regarding Whether the City May Conduct Community Building Surveys Itself, Relieving Planners of this Task (10-15 min)

- This idea was brought up by a Commissioner in a previous PCC meeting

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 02/29/24 By: Kimmie Jackson, Deputy City Recorder

Prospect Park Field Trip Meeting minutes from 30 May 2024 - Parks and Commons Commission

Location	South trailhead (looking north) of each named section below	North trailhead (looking south) of each section
2nd St	1- (Base of Prospect of Park & Trail) A wooden "Prospect Park" sign (like Sunset Park signs), is proposed, to be placed between the existing trail post and the trail itself. 2- "↑ Prospect Park & Trail" small metal sign is to be posted on the existing trail post on the south-facing side of the trail post	The area immediately to the south of this trailhead is the municipal parking lot. We propose installing a "Municipal Parking" sign near the foot of the parking lot on its northwest boundary. More discussion needs to be had to determine (with Bobbi) the design and precise location.
3rd St	(North side of 3rd St) "↑ Prospect Park & Trail" small metal sign is to be posted on the south-facing side of the existing trail post. <i>This trail post needs to be replaced with a new trail post, as it is deteriorating.</i>	(South side of 3rd St) A trail post needs to be inserted into the ground just west of the trail (there is none currently there). "↑ Prospect Park & Trail" small metal sign is to be posted on the north-facing side of the new trail post.
King St.	(North side of King St) "↑ Prospect Park & Trail" small metal sign is to be posted on the south-facing side of the existing trail post	(South side of King St) 1- "↑ Prospect Park & Trail" small metal sign is to be posted on the north-facing side of the existing Trail Post 2- A second metal sign needs to be posted on this trail post below the first one "← King St. Trail to Horizon Hill Rd"
Radar Rd.	The area immediately to the north of this trailhead is Radar Rd.	1- A wooden "Prospect Park" sign (like Sunset Park signs) is proposed, to be placed on the left (east) side of the trail across the trail from the existing trail post. 2- "↑ Prospect Park & Trail" small metal sign is to be posted on the NW-facing side of the existing Trail Post (which needs to be re-dug into the ground)
King St Connector trail posts (to Horizon Hill Rd)	Lower (east-facing) trail post: "→ Horizon Hill Rd" small metal sign is to be posted on the south-facing side of the existing trail post	Upper (west-facing) trail post: "← King St. Trail to Prospect Park & Trail" small metal sign is to be posted on the south-facing side of the existing trail post
Prospect St. trail post at Hwy 101	"← Prospect Park & Trail" small metal sign is to be posted on the west-facing side of the existing trail post (the side facing Prospect St)	The area immediately to the south of this trail post is Hwy 101

Notes:

- "South-facing" means that if the trail post had eyes on all four sides, the side looking towards the south would receive the sign.
- We propose that Public Works remove the gate at Radar Rd trailhead unless they need it there

(Continued below)

- The small metal “Prospect Park & Trail” signs will be based on the size, color, and material of the existing “Gem Of The Oregon Coast Yachats” trail signs, with 4 pre-drilled holes. See photo below...

