

1. 2:00 P.M. Agenda

Documents:

[2025-02-04 Parks And Commons Agenda.pdf](#)

2. Meeting Material

Documents:

[Parks Packet Materials.pdf](#)

3. Additional Documents Added After Meeting

Documents:

[Commissioner Wright - Writeup From February 4, 2025 PCC Meeting.pdf](#)



CITY OF YACHATS
PARKS & COMMONS COMMISSION
441 Hwy 101 N. Commons Civic Meeting Room 1
Yachats, OR 97498
Tuesday, February 4, 2025 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** (reminder to silence phones)
- II. Announcements**
- III. Public Comment**
 - 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. Review and approval of meeting minutes**
- V. Reports (an opportunity for questions, comments from PCC)**
 - a. Commons
 - b. Trails/YIPS!
 - c. Keep Yachats Beautiful

VI. New Business

Public comment will be permitted on agenda items before and after Commission deliberations as determined by the Chair (2 min max per person per agenda item)

- 1. Vote on Chair and Vice Chair (or Co-chair) positions (10 - 15 min)**
- 2. Operational budget (Maintenance and Services) for 2025-26 (30 min)**
 - See Monthly Financial Detail Reports DECEMBER 2024
 - Commons 100-1020 and Parks & Trails 100-1035
- 3. Consideration of supplementary Goals and CIP Budget for 2025-26 finalization (15 min)**
 - Review the CIP budget approved in 24-25. No additional \$\$ is needed for 25-26, as current goals are all covered by the current PCC CIP budget
 - Additional goals for consideration: (note: none of the below goals would cost over \$5,000, so they would not be in CIP budget)
 - Identify plants and provide signage in the Wetlands Boardwalk area as a public education project. Consider either/both a single sign or small individual plant ID signs (CC)
 - Propose revisions to the Noxious Weed Ordinance (5.08.110) via consultants and/or local resources for City Council consideration (CC)
 - Ensure maintenance schedules for the Commons and Parks are fully developed and documented
- 4. Review Commons stairs plans (15 -20 min)**
 - Questions/Concerns/ Improvement ideas
- 5. Consider Shelley's request for a plaque and place name for 4th St. spot (5 -7 min)**

6. Initial review and discussion around revising PCC Guidelines (15 min)

- This will be our initial discussion; we expect additional conversation next time

VII. Updates on Previous Business (Action Items and/or Other Business) (5 - 10 min)

Attachments to packet:

1. [Administrative Policy #18](#)
2. [Budget Maintenance and Services for 2025-26](#)
3. [Trails/YIPS! Budget Requests 2025-26](#)
4. [Capital Improvement Plan \(CIP\) Budget](#)
5. [Commons Financial Report 12-24](#)
6. [ParksTrails Financial Report 12-24](#)
7. [DRAFT Proposed PCC Guidelines \(Mayor-City Manager\)](#)
8. [Yachats Stairs Plans](#)
9. [Commons Report](#)
10. [Trails/YIPS! Report](#)
11. [Keep Yachats Beautiful Report](#)

Topics for future meetings:

- Review and discussion around PCC Rules (continued)
- Create a space in Commons to allow people to gather informally to socialize, counter loneliness, and foster connection in our community
- Do we wish to pursue a Trail along the N bank of the Yachats River from Quiet Water to the Water plant?
- Noxious weed policy – Yachats Municipal Code Section 5.08.110 Noxious and Invasive Vegetation
- Planning a public education (signage) project for the wetlands boardwalk (10 - 15 min)
- PCC orientation manual

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 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



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CITY OF YACHATS
PARKS & COMMONS COMMISSION
SUMMARY MINUTES

January 7, 2025

The regular meeting of the Parks and Commons Commission was called to order Chair Meg Simans at 2:00 PM in the Civic Meeting Room of the Yachats Commons. Members present Co-Chair Dan Sterling, Ron Simans, and George Giroux.

Audience: 15

Opening Remarks

- Acknowledgment of Service: Joanne was recognized for her 31 years of dedicated service to the board. She expressed her willingness to remain available for consultation on specific matters if needed.
- Committee Involvement: Joanne reaffirmed her continued participation in the Boardwalk Planning and Master Plan Advisory Committees, underscoring her commitment to ongoing projects.
- Appreciation Statements: Members of the board and attendees shared their gratitude for Joanne's leadership, emphasizing the positive impact of her contributions on the community.

Citizen Comments and Concerns

- Community Events Feedback: Citizens praised recent community events, particularly those held on January 1st, which were described as fantastic and well-organized. Gratitude was expressed for the efforts of volunteers and organizers.
- Pollinator Garden Discussion: Questions arose regarding the inclusion of a pollinator garden west of the pavilion in the master plan. While the idea had been discussed, clarification was provided that its implementation would depend on the outcomes of the master planning process.

Approval of Previous Meeting Minutes

- Clarifications on Notes on projects like the pollinator garden were addressed. It was clarified that the garden idea is currently under consideration within the broader master plan framework.
- Commission members requested the Commons Coordinator to elaborate on the monthly reports, and to include the information on the sound and lighting improvements, stair installations, and other updates mentioned in the previous city manager's report.

4. City Manager's Report

- Engineers have been engaged to evaluate current systems and propose upgrades to enhance usability and energy efficiency.
- Challenges with the existing sound system, such as its complexity and reliability, were highlighted. Plans include a more user-friendly, modernized setup suitable for diverse events, from weddings to concerts.
- Designs for new stairs leading from 101 sidewalk to the Commons have been completed. Efforts are underway to contract qualified vendors to execute the project.
- The design aligns with the master plan's objectives and was developed through consultation with engineers and designers.
- The city manager emphasized the importance of aligning all projects with the forthcoming master plan, which will serve as a strategic guide for city improvements.

Trails and Public Works Updates

- A new set of stairs was successfully installed, with significant contributions from volunteers, particularly George, whose efforts were commended.
- Preparations for a grant application to the Oregon Parks and Recreation Department (OPRD) are underway. Legal approvals and public hearings, including compliance with FEMA regulations, are required before submission.
- Discussions included potential impacts of changing FEMA guidelines on walkway designs and timelines.

- Requests for additional tools and budget increases were made to facilitate ongoing trail maintenance and construction.
- A liaison role between Public Works and the Trails Committee was proposed to streamline project coordination and resource delivery.

Commons Report

- The goals are to enhance the Commons as a welcoming and inclusive space for community activities and gatherings.
- Introduce diverse programs, such as art workshops, yoga, Pilates, and other recreational activities. Efforts to recruit instructors for these initiatives were discussed.
- Organize and optimize storage spaces, including the janitor's closet and stage areas, to improve functionality and ease of use.
- Propose the construction of a community fire pit to enhance safety and facilitate communal gatherings during events.
- Volunteer Coordination:
 - Efforts to recruit volunteers for organizing Commons storage were initiated. Several attendees volunteered to participate in these efforts.

New Business

- The commission discussed experimenting with a new format for public input during meetings. The goal is to balance efficiency and inclusivity by allowing structured input at the start and conclusion of agenda items. Feedback from attendees indicated a preference for the traditional format for the current meeting, with plans to revisit the approach in the future.
- The city manager and mayor provided a detailed overview of the commission's role in supporting city goals, emphasizing the importance of clear communication and alignment with city council directives.
- A visual organizational chart was presented, outlining the workflow and interaction between city staff, commissions, and the council. This framework clarified how commission recommendations feed into city operations and decision-making.

- The outdated ordinance guiding the Parks and Commons Commission was identified as needing revision to better reflect current governance structures and responsibilities.
- Suggested areas of focus included budgeting, community engagement, and program development. Emphasis was placed on starting with a blank slate to redefine the commission's role in alignment with city needs.
- Creative initiatives, such as supporting senior citizens and addressing homelessness through community programs, were proposed as potential areas for the commission to explore.

Candidate Interviews and Outcome

- Interviewed John Pravel, Dan Wright, and Adam Altson, candidates for three open commission positions. Each candidate presented their qualifications, relevant experience, and vision for contributing to the Parks and Commons Commission.
- Discussions focused on candidates' understanding of community needs, proposed initiatives, and alignment with the commission's objectives.
- After deliberation, candidates were selected to fill the vacant positions. The decision was reached through a consensus, with the chosen individual's skills and vision aligning closely with the commission's priorities.
- The selected candidate's appointment will be formally approved during the next city council meeting.

The last item covered; the City Manager Bobbi Price provided an update on the preliminary draft idea aimed at securing grant funding for the bathroom. The commission members expressed the need for more public input and stakeholder involvement in such projects going forward and proposed establishing clearer criteria and processes for reviewing and, approving capital improvement projects.

The meeting was adjourned at 4:18 p.m.

By Kimmie Jackson Recorder

The Commons

- I continue to work with Lorraine and Neal, on scheduling and reservations for the Commons
- I facilitated and assisted in several private events such as board meetings, concerts, holiday events, and birthday parties
- I continue to create and maintain great working relationships with all users of the Commons, as well as been a mediator for different user groups, to ensure fair usage of the facility.
- I have updated the group user contact sheet

Events and Festivals

- Cape Perpetua Fat A** Run
- The Agate Festival
- Dry Farming Retreat
- The Lions Club Crab Feed

New classes/Groups

- Yoga with Renee Taylor (Held one class in room 3, waiting to hear if they want to become a regular group at the commons)
- Angie Deriberprey Homeschooling group
- Coastal Range Association Theatrics rehearsal and practice

Grant work

- I am continuing to work on grants for the Little Log church and museum, such as the Dimond in the Rough, Restore Oregon, Oregon Heritage, and Oregon Museum. I have been meeting with friends of the LLCM regularly to understand their needs and the history of the building. I had a lengthy meeting with Neal to go over all aspects of the project as well as to gather documents and pictures for the applications.

Update

- Commons Stairway project update
- Commons budget report
- Commons maintenance report
- Commons Usage charting report

Future Projects

- Contacting Arrow heating to have the old oil heater removed and to get a comparison of a more commercial form.
- Installing cameras at the Commons, 6 inside and 2 outside.
- Placing locks on the trash bins behind the Commons and City Hall
- Revising the rules and regulations at the Commons with advisement from City Staff, and PCC
- Organizing the storage room with individual bins for each user group.
- New rules regarding policy and procedures surrounding cleaning up after each usage group to maintain order and safety, as well as to make space for other future users. (with advisement from City Staff and PCC)
- Sending all group user leaders an email with The Commons New rules and regulations for their records.
- Obtaining new signed waivers from each group participant
- I will work on bringing new groups to the Commons
- Promotion of the Commons for mid-week business meetings

Trails/YIPS! Workgroup report to City Manager, 01/25/2025

Joanne stepped down as a leader effective January 1. She will be missed but will continue to be a valuable resource. Wally is planning to end his time as a leader this coming March.

YIPS! – Removal of invasives continues in many parts of town including ivy removal on the OPRD property north of Yachats Ocean Road and weeding in the two Sunset Parks and in the newly-planted area south of the library.

Trails – Considerable attention was paid to the Amanda Trail in December in preparation for the Peace Hike. The hike was well-attended and the trail held up well.

The three sets of stairs in the section of trail immediately south of Windy Way were installed many years ago and are failing. We have replaced the southern-most set of stairs and have started working on the other two. Gravel was placed on the tread surface of a number of other trails.

The short trail in the Peace Park was closed around 1/15 due to a sagging electrical wire that is that is over the trail and represents a hazard. We notified Central Lincoln and Neal will follow up; hopefully, the trail can be opened soon. [Central Lincoln raised the wire and the trail is open as of around 01/27.]

Wally has suggested widening the trail to the east of the newly planted area south of the library and installing some kind of barrier to keep weeds along the trail from encroaching to the west.

Tools – With approval of the City Manager, we will share our tools with volunteers working with the Keep Yachats Beautiful group.



Some attention should be paid to the plantings in the Sunset Parks, particularly Sunset Park South. Also, there has been discussion in prior PCC meetings about fencing and plantings at its south end. I am not sure what plans exist for park maintenance that is not trail or plant related so some discussion about that is warranted.

Keeping Yachats Beautiful Report
January 21, 2025

Project at the corner of 4th street and 101 –

City Public Works staff has installed one bench on the lower level.

Angell Job Corps students will install two benches on the upper level during the week of January 29.

We would like to give the corner a name, perhaps Rock Garden, and welcome your recommendation of a name to be passed on to the City Manager for Council approval.

Marc Taylor of Styx, Stones, and Bones is donating a large quartz crystal that will be installed February 13. A plaque will be installed in cement at that time; since the donation policy currently being developed by PCC will not be completed and approved by that time, policies currently in place will be followed. The plaque will be approximately 3 x 8, done in bronze and will say:

Donated by
The Taylor Family
Styx, Stones, & Bones
Yachats, Oregon

Sidewalk beautification east of the Dublin Inn – we are developing plans to create a planting bed approximately 200' long on the west side of the existing sidewalk.

Tools – To date, we have relied on tools provided by our volunteers. With the approval of the City Manager, going forward, we will be able to use Trails/YIPS! tools during our work sessions.

Commons 100-1020

Monthly Financial Detail Report

DECEMBER 2024

Printed: 1/9/25
Period 06
Fiscal Year 2025

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1020	300101	Beginning Balance	\$ 47,350.93	\$ 47,350.93	\$ -	\$ 47,350.93	100.00%	Beginning Balance -Unaudited
100	1020	304335	Rents or Fees	\$ 25,000.00	\$ 13,311.78	\$ 1,398.64	\$ 14,710.42	58.84%	
100	1020	304480	Gifts/Donations	\$ -	\$ 5,718.50	\$ 523.00	\$ 6,241.50	0.00%	
100	1020	314861	Transfer in General Fund	\$ 175,000.00	\$ 43,750.00	\$ 43,750.00	\$ 87,500.00	50.00%	Quarterly transfer from 100-1010
100	1020	314863	Transfer in Visitor Amenity	\$ 75,000.00	\$ 18,750.00	\$ 18,750.00	\$ 37,500.00	50.00%	Quarterly transfer from 100-1045
			REVENUE	\$ 322,350.93	\$ 128,881.21	\$ 64,421.64	\$ 193,302.85	59.97%	
100	1020	105105	Community Services Coordinator	\$ -	\$ 9,859.44	\$ 2,264.65	\$ 12,124.09	0.00%	
100	1020	105110	Water Lead	\$ 1,000.00	\$ 94.78	\$ -	\$ 94.78	9.48%	
100	1020	105111	Wastewater Lead	\$ 500.00	\$ 855.54	\$ 47.38	\$ 902.92	180.58%	
100	1020	105113	Field Utility I	\$ 250.00	\$ -	\$ -	\$ -	0.00%	
100	1020	105114	Field Utility A	\$ -	\$ 1,235.27	\$ -	\$ 1,235.27	0.00%	
100	1020	105115	Commons Coordinator	\$ 50,300.00	\$ -	\$ -	\$ -	0.00%	
100	1020	105118	Succession Planning w/License	\$ -	\$ 485.44	\$ -	\$ 485.44	0.00%	
100	1020	105119	Succession Planning Entry/Level	\$ -	\$ 1,700.27	\$ 50.01	\$ 1,750.28	0.00%	
100	1020	105121	Field Utility Journeyman	\$ 1,500.00	\$ 1,129.87	\$ -	\$ 1,129.87	75.32%	
100	1020	105122	Field Utility B	\$ 750.00	\$ 1,792.15	\$ 21.34	\$ 1,813.49	241.80%	
100	1020	105140	Fringe Benefits	\$ 5,800.00	\$ 1,257.69	\$ 173.88	\$ 1,431.57	24.68%	
100	1020	105141	Insurance Benefits	\$ 10,900.00	\$ 6,208.36	\$ 599.53	\$ 6,807.89	62.46%	
100	1020	105142	Regular PERS System	\$ 12,000.00	\$ 2,070.02	\$ 361.92	\$ 2,431.94	20.27%	
			PERSONNEL	\$ 83,000.00	\$ 26,688.83	\$ 3,518.71	\$ 30,207.54	36.39%	
100	1020	205222	Insurance	\$ 6,700.00	\$ 6,376.55	\$ -	\$ 6,376.55	95.17%	Annual Property/Liability Renewal FY25
100	1020	205240	Office Materials & Supplies	\$ 600.00	\$ 94.98	\$ -	\$ 94.98	15.83%	
100	1020	205251	Telephones/Cell Phones/DSL	\$ 1,800.00	\$ 761.24	\$ 152.48	\$ 913.72	50.76%	
100	1020	205252	Utilities	\$ 7,500.00	\$ 3,032.11	\$ 880.94	\$ 3,913.05	52.17%	
100	1020	205260	Contract Expense (all Professional, IGA & Personal Svcs)	\$ 20,000.00	\$ 7,392.50	\$ 4,244.00	\$ 11,636.50	58.18%	DEC - Rosa Marchand \$4100, Ace Alarms \$144
100	1020	205317	Tools and Small Equipment	\$ 3,000.00	\$ 1,084.40	\$ -	\$ 1,084.40	36.15%	
100	1020	205330	Building and Land Maintenance	\$ 45,000.00	\$ 46,231.04	\$ 3,115.63	\$ 49,346.67	109.66%	
100	1020	205335	Custodial Support/Supplies	\$ 15,000.00	\$ 7,452.65	\$ 1,382.28	\$ 8,834.93	58.90%	

CITY OF YACHTS

FINANCIAL REPORT

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1020	205421	Parks/Grounds Maintenance	\$ 5,000.00	\$ 3,342.79	\$ 350.00	\$ 3,692.79	73.86%	
100	1020	205439	Comm Support/Beautification	\$ 40,000.00	\$ 15,118.50	\$ 7,842.50	\$ 22,961.00	57.40%	
100	1020	205474	Mowing	\$ 600.00	\$ 2,023.00	-	\$ 2,023.00	337.17%	
100	1020	205475	Tree Removal/Trimming	\$ 2,000.00	\$ -	-	\$ -	0.00%	
100	1020	205490	Material and Services	\$ 2,000.00	\$ 368.15	-	\$ 368.15	18.41%	
100	1020	208000	Operating Contingency	\$ 15,000.00	\$ -	-	\$ -	0.00%	
			MATERIALS AND SERVICES	\$ 164,200.00	\$ 93,277.91	\$ 17,967.83	\$ 111,245.74	67.75%	
100	1020	217126	Transfer out Cap Res	\$ 10,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	50.00%	Quarterly transfer to 150-1020
			TRANSFERS	\$ 10,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	50.00%	
			EXPENSE	\$ 257,200.00	\$ 122,466.74	\$ 23,986.54	\$ 146,453.28	56.94%	
			Revenue Total	\$ 322,350.93	\$ 128,881.21	\$ 64,421.64	\$ 193,302.85	59.97%	
			Expense Total	\$ 257,200.00	\$ 122,466.74	\$ 23,986.54	\$ 146,453.28	56.94%	
			NET GAIN/(LOSS)	\$ 65,150.93	\$ 6,414.47	\$ 40,435.10	\$ 46,849.57	71.91%	

Parks & Trails 100-1035 Monthly Financial Detail Report DECEMBER 2024

Printed: 1/9/25
Period 06
Fiscal Year 2025

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100	1035	300101	Beginning Balance	\$ 10,556.35	\$ 10,556.35	\$ -	\$ 10,556.35	100.00%	Beginning Balance - Unaudited
100	1035	314863	Transfer in Visitor Amenity	\$ 35,000.00	\$ 8,750.00	\$ 8,750.00	\$ 17,500.00	50.00%	Quarterly transfer from 100-1045
			RESOURCE	\$ 45,556.35	\$ 19,306.35	\$ 8,750.00	\$ 28,056.35	61.59%	
100	1035	105110	Water Lead	\$ 2,000.00	\$ -	\$ -	\$ -	0.00%	
100	1035	105111	Wastewater Lead	\$ 500.00	\$ 560.81	\$ 71.08	\$ 631.89	126.38%	
100	1035	105113	Field Utility I	\$ 500.00	\$ -	\$ -	\$ -	0.00%	
100	1035	105114	Field Utility A	\$ -	\$ 828.36	\$ 29.07	\$ 857.43	0.00%	
100	1035	105118	Succession Planning w/License	\$ -	\$ 318.96	\$ -	\$ 318.96	0.00%	
100	1035	105119	Succession Planning Entry/Level	\$ -	\$ 854.28	\$ 361.71	\$ 1,215.99	0.00%	
100	1035	105121	Field Utility Journeyman	\$ -	\$ 1,067.11	\$ -	\$ 1,067.11	0.00%	
100	1035	105122	Field Utility B	\$ 600.00	\$ 426.71	\$ -	\$ 426.71	71.12%	
100	1035	105140	Fringe Benefits	\$ 300.00	\$ 299.62	\$ 34.73	\$ 334.35	111.45%	
100	1035	105141	Insurance Benefits	\$ 900.00	\$ 656.85	\$ 413.58	\$ 1,070.43	118.94%	
100	1035	105142	Regular PERS System	\$ 600.00	\$ 507.14	\$ 15.54	\$ 522.68	87.11%	
			PERSONNEL	\$ 5,400.00	\$ 5,519.84	\$ 925.71	\$ 6,445.55	119.36%	
100	1035	205214	Marketing	\$ -	\$ 144.00	\$ -	\$ 144.00	0.00%	Annual Property/Liability Renewal FY25
100	1035	205222	Insurance	\$ 2,000.00	\$ 1,903.45	\$ -	\$ 1,903.45	95.17%	
100	1035	205224	Trails	\$ 6,000.00	\$ 2,530.35	\$ 234.45	\$ 2,764.80	46.08%	
100	1035	205230	Maintenance/Supplies/Services	\$ 3,000.00	\$ 1,277.22	\$ -	\$ 1,277.22	42.57%	
100	1035	205252	Printing (Maps & Signs)	\$ 200.00	\$ 46.48	\$ -	\$ 46.48	23.24%	
100	1035	205255	Utilities	\$ 600.00	\$ -	\$ -	\$ -	0.00%	
100	1035	205255	Education and Training	\$ 600.00	\$ -	\$ -	\$ -	0.00%	
100	1035	205260	Contract Expense (Prof Svc)	\$ 2,000.00	\$ -	\$ -	\$ -	0.00%	
100	1035	205317	Tools and Small Equipment	\$ -	\$ 133.78	\$ -	\$ 133.78	0.00%	
100	1035	205330	Building and Land Maintenance	\$ -	\$ 386.38	\$ -	\$ 386.38	0.00%	
100	1035	205421	Parks/Grounds Maintenance	\$ 2,000.00	\$ 1,109.34	\$ 32.34	\$ 1,141.68	57.08%	
100	1035	205474	Mowing	\$ 3,000.00	\$ 2,139.00	\$ -	\$ 2,139.00	71.30%	
100	1035	205475	Tree Removal/Trimming	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
100	1035	208000	Operating Contingency	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%	
			MATERIALS AND SERVICES	\$ 22,800.00	\$ 9,670.00	\$ 266.79	\$ 9,936.79	43.58%	
			EXPENSE	\$ 28,200.00	\$ 15,189.84	\$ 1,192.50	\$ 16,382.34	58.09%	
			Resource Total	\$ 45,556.35	\$ 19,306.35	\$ 8,750.00	\$ 28,056.35	61.59%	
			Expense Total	\$ 28,200.00	\$ 15,189.84	\$ 1,192.50	\$ 16,382.34	58.09%	
			NET GAIN/(LOSS)	\$ 17,356.35	\$ 4,116.51	\$ 7,557.50	\$ 11,674.01	67.26%	

COMMONS Capital Improvement Projects		Fiscal CIP	Fiscal CIP	Fiscal CIP	Fiscal CIP	Fiscal CIP	Fiscal CIP	Fiscal CIP	TOTAL CIP 2024>
Dept/Detail	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029				
Gutters and Fascia and Roof Repair	\$20,000	\$25,000							\$45,000
M/E/P Updates	\$20,000								\$20,000
Fire & Safety Updates: Egress, Hardware and Lighting	\$20,000								\$20,000
Security Updates	\$5,000								\$5,000
Sound/Lighting Updates	\$20,000								\$20,000
Generator Rehousing and Relocation	\$15,000								\$15,000
Interior Security Remodel for Childcare	\$15,000								\$15,000
Brush Box Fence									\$0
Electronic REaderboard Sign									\$0
Park Plan/Civic Plan/Masterplan	\$120,000								\$120,000
Masterplan Project Implementations		\$50,000	\$150,000	\$150,000	\$150,000				\$500,000
Resiliency - Solar Energy	\$50,000	\$100,000	\$25,000						\$175,000
Public Restroom		\$25,000	\$125,000						\$150,000
Stairs NE Entrance	\$25,000								\$25,000
Commons NE Entrance		\$25,000	\$80,000						\$105,000
Pavilion Upgrades	\$35,000								\$35,000
Commons Storage Improvements	\$14,500								\$14,500
Total Before Capitalized Labor	\$359,500	\$225,000	\$380,000	\$150,000	\$150,000				\$1,264,500

PARKS & TRAILS Capital Improvement Projects		Fiscal CIP	Fiscal CIP	Fiscal CIP	Fiscal CIP	Fiscal CIP	Fiscal CIP	Fiscal CIP	TOTAL CIP 2024>
Dept/Detail		2024-2025	2025-2026	2026-2027	2027-2028	2028-2029			
Bayside (Estuary) Boardwalk Engineering		\$60,000							\$60,000
Extension of Walkway to State Park				\$350,000	\$400,000				\$750,000
Gateway Overlook and Improvements			\$350,000	\$100,000					\$450,000
boardwalk Construction		\$125,000	\$500,000	\$250,000					\$875,000
Underground Utilities			\$200,000						\$200,000
Skate Park Improvements									\$0
Total Before Capitalized Labor		\$185,000	\$1,050,000	\$700,000	\$400,000				\$2,335,000

Commons 100-1020

Commons 100-1020		2023-2024	2024-2025 proposed	details		Commons 100-1020	Amount Budgeted by City for 2024-25	2025-2026 proposed
Insurance	205222	5000	5200			Insurance	6700	
Office Materials and Supp	205240	600	600	pens, paper, calendars		Office Materials and Supp	600	
Tel, Cell, DSL	205251	1500	1750			Tel, Cell, DSL	1800	
Utilities	205252	7500	7500	Central Lincoln PUD		Utilities	7500	
Contract Exp	205260	7500	7500	non employee workers - consultant, lawyer etc		Contract Exp	20000	
Tools and Small Equip	205317	1200	2500	hand tools, computer stuff		Tools and Small Equip	3000	
Building/Land Maint	205330	45000	45000	electrical supply, Jill (pruning etc), pressure wash,		Building/Land Maint	45000	
Custodial Support, supplies	205335	15000	15000	not personnel		Custodial Support, supplies	15000	
Parks, Grounds Maint	205421	7000	1500	not mowing: \$646.98 spent through Jan 2024		Parks, Grounds Maint	5000	
Community Support/Beautification	205439	30000	30000	i.e.YYFAP - food for events -		Community Support/Beautification	40000	
Mowing	205474	0	1400	This number was derived from actual billings		Mowing	600	
see new expense category "Tree Removal/Trimming" approved by city for 2024-2025 at right ----->						Tree Removal/Trimming	2000	
Materials and Svcs	205490	1200	1200	misc		Materials and Services	2000	
Operating Contingency	208000	15000	15000			Operating Contingency	15000	
Total		136500	134150			Total	164200	

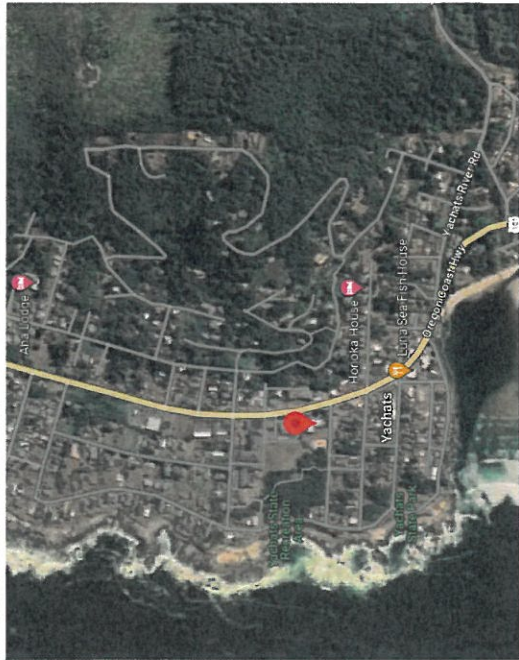
Parks and Trails 100-1035

Parks and Trails 100-1035	2023-2024	2024-2025 proposed	details		Parks and Trails 100-1035	Amount Budgeted by City	2025-2026 proposed
Dues and Memberships	205210	0	0		Dues and Memberships		0
Marketing	205214	0	0		Marketing		0
Insurance	205222	1400	1500		Insurance	2000	
Trails Maint - Supplies - Services T	205224	5000	5900		Trails Maint - Supplies - Services T	6000	
Printing (maps and signs) T	205230	3000	3000		Printing (maps and signs) T	3000	
Utilities	205232	200	200		Utilities	200	
Educ and Training T	205255	600	600		Educ and Training T	600	
Contract Exp (prof svcs)	205260	0	0		Contract Exp (prof svcs)	0	
Travel T	205270	2000	2000		Travel T	2000	
Tools and Sm Equip T	205317	750	750		Tools and Sm Equip T	0	
Building Land Maint	205330	0	0		Building Land Maint	0	
Parks/Grounds Maint	205421	5000	1500	\$155.98 spent through Jan 2024	Parks/Grounds Maint	2000	
Mowing incl Ballfield	205474	3000	6000	This number was derived from actual billings	Mowing incl Ballfield	3000	
Tree Removal - trimming	205475	1000	1000		Tree Removal - trimming	1000	
Materials and Services	205490	0	0		Materials and Services	0	
Oper Contingency T	208000	3000	5000		Oper Contingency T	3000	
Total		24950	27450		Total	22800	

Trails/YIPSI, please fill in dollar amounts for 2025-26 under the yellow highlighted column E ("2025-26"). Feel free to enter comments under "Notes"						
Trails/YIPSI Budgetary Descriptors: (these are the legacy descriptors)	NEW Account Numbers (what the city currently uses)	2023-23	2024-25	2025-26	Notes	These are the new Descriptors that the Yachats Financial Detail Report uses. They equate with the legacy Trails Budgetary Descriptors at left in green.
Trails conferences & training registration	205255	\$600	\$600	\$600		Education and Training
PR - printing, maps, permanent outdoor maps/signs	205230	\$3,000	\$3,000	\$3,000		Printing (Maps & Signs)
Safety First Aid equipment & training	205244	\$400	\$400	\$400		Trails Maintenance/Supplies/Services
Conferences & training accommodation, travel, including local	205270	\$2,000	\$2,000	\$2,000		Travel
Tools acquisition/replacement (Tools and Small Equipment)	205317	\$750	\$750	\$1,250	Increased by \$500 to purchase needed tools	Tools and Small Equipment
Building & Land Maintenance (trails maint/building)	205244	\$3,000	\$3,500	\$3,500		Trails Maintenance/Supplies/Services
New Year's Day Peace Hike Buttons, port-a-potty, sound (Equipment and furniture)	205244	\$600	\$1,000	\$1,000		Trails Maintenance/Supplies/Services
Food & non-alcoholic refreshments: volunteers (Materials and services)	205244	\$1,000	\$1,000	\$1,000		Trails Maintenance/Supplies/Services
Contingency for trail emergencies due mostly to weather damage	208000	\$3,000	\$3,000	\$3,000		Operating Contingency
		\$14,350	\$15,250	\$15,750	← Totals	

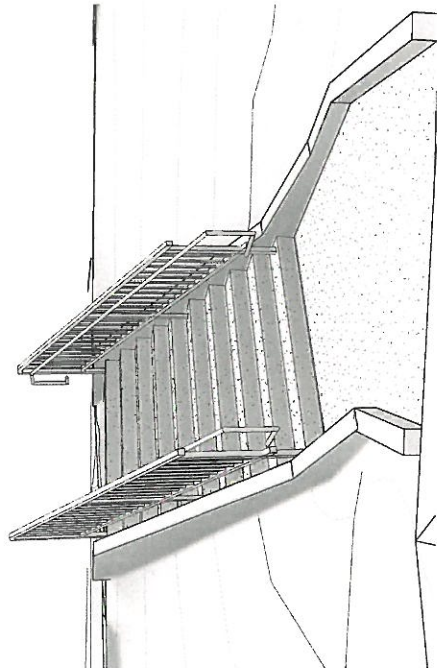
YACHTS CITY COMMONS STAIRS ISSUED FOR CONSTRUCTION

LOCUS MAP



GENERAL PROJECT NOTES

1. FIELD VERIFY ALL EXISTING CONDITIONS & DIMENSIONS PRIOR TO PROCEEDING WITH THE WORK.
2. DIMENSIONS TAKE PRECEDENCE OVER DRAWINGS. DO NOT SCALE DRAWINGS. NOTIFY ARCHITECT OF DISCREPANCIES PRIOR TO PROCEEDING WITH THE WORK.
3. CONTRACTOR IS SOLELY RESPONSIBLE FOR CONSTRUCTION MEANS & METHODS & SHALL MAINTAIN THE STRUCTURAL INTEGRITY OF CONSTRUCTION UNTIL THE FINAL LATERAL & VERTICAL CARRYING SYSTEMS ARE COMPLETED.
4. CONTRACTOR IS RESPONSIBLE FOR VERIFICATION & COORDINATION OF SUBCONTRACTORS' WORK, COMPLIANCE WITH DRAWINGS & SPECIFICATIONS, ACCURATE LOCATION OF STRUCTURAL MEMBERS, & OPENINGS FOR MECHANICAL, ELECTRICAL AND MISCELLANEOUS EQUIPMENT. CONTRACTOR SHALL VERIFY DIMENSIONS & OPENING SIZES (CLEARANCES REQUIRED) FROM MFR PRIOR TO CONSTRUCTION & INSTALLATION OF EQUIPMENT, FURNISHINGS, & ACCESSORIES.
5. CONTRACTOR IS RESPONSIBLE FOR TRADE PERMITS, INCLUDING, BUT NOT LIMITED TO, MECHANICAL, ELECTRICAL, PLUMBING AND EXTERIOR SIGNAGE IF REQUIRED.
6. DETAILS NOTED AS "TYPICAL" OR "TYP" APPLY IN ALL CASES UNLESS SPECIFICALLY REFERENCED. DETAILS THAT ARE SPECIFICALLY REFERENCED SHALL TAKE PRECEDENCE OVER DETAILS NOTED AS "TYPICAL" OR "TYP". SPECIFIC NOTES AND DETAILS SHALL TAKE PRECEDENCE OVER GENERAL NOTES AND DETAILS.
7. CONTRACTOR IS RESPONSIBLE FOR THE COMPLETE SECURITY OF THE SITE WHILE THE PROJECT IS IN PROGRESS AND UNTIL PROJECT COMPLETION.
8. CONTRACTOR TO COORDINATE WITH SURVEYOR FOR FINAL GRADING ELEVATIONS PRIOR TO CONSTRUCTION.
9. LOCATE EXISTING UTILITIES WHETHER INDICATED OR NOT AND PROTECT FROM DAMAGE. CONTRACTOR SHALL BEAR REPAIR OR REPLACEMENT EXPENSES OF UTILITIES OR OTHER PROPERTY DAMAGED BY OPERATIONS IN CONJUNCTION WITH THE PROSECUTION OF THE WORK.
10. PROPOSED FFE OF 64' - 6" AS SHOWN ON DRAWINGS IS EQUAL TO 0' - 0" ON ARCHITECTURAL DOCUMENTS.
11. PROVIDE BACKING, BLOCKING, OR STRAPPING AS REQUIRED FOR MOUNTING GRAB BARS, SHELVING, EQUIPMENT, HANDRAILS, ACCESSORIES, AND CABINETS.
12. SPECIAL INSPECTIONS PER STRUCTURAL SHEETS
13. TEMPORARY PEDESTRIAN PROTECTION SHALL BE PROVIDED PER JURISDICTIONAL STANDARDS.



SHEET LIST

SHEET NO.	SHEET NAME
01_ARCHITECTURAL	
G0.0	COVER SHEET
A0.1	SITE PLAN - STAIR
A1.0	FLOOR PLAN - STAIR
A1.1	ENLARGED PLAN & SECTIONS - STAIR
A2.0	DETAIL - STAIR

STRUCTURAL CALCULATIONS BY ECLIPSE ENGINEERING

*LIGHTING TBD BY OWNER



CITY OF YACHTS

441 Hwy 101 N
Yachats, OR 97498

City of Yachats

REVISION LIST

#	DATE	ISSUE

DATE : 09/20/24

DRAWN : XM

CHECKED : SY

PROJECT # : 24-050

G0.0

COVER SHEET

CONSTRUCTION DOCUMENT

YACHATS CITY - COMMONS STAIRS
ISSUED FOR CONSTRUCTION



CITY OF YACHATS

441 Hwy 101 N
Yachats, OR 97498

City of Yachats

REVISION LIST / #	
#	DATE

DATE : 09/20/24

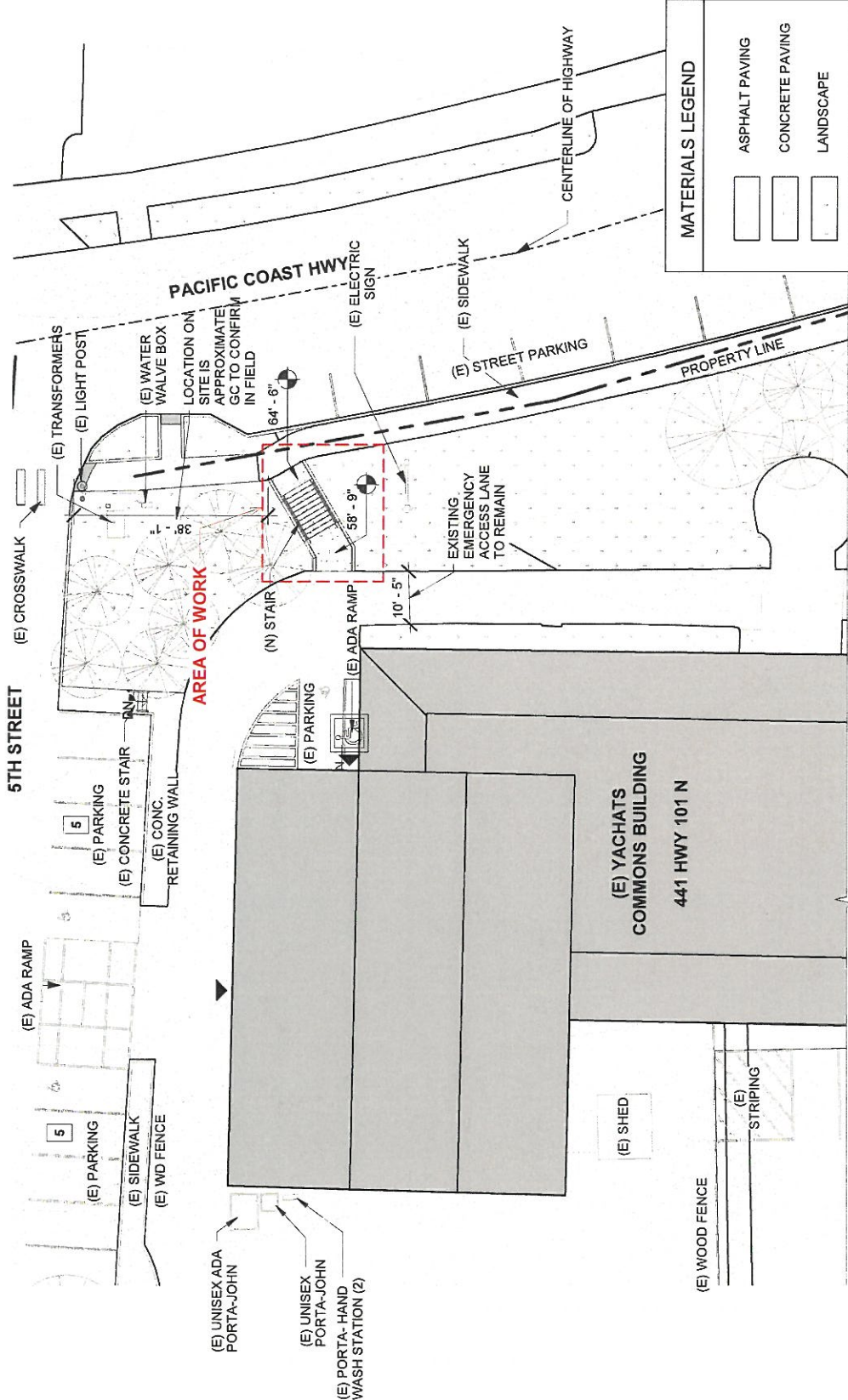
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PROJECT # : 24-050

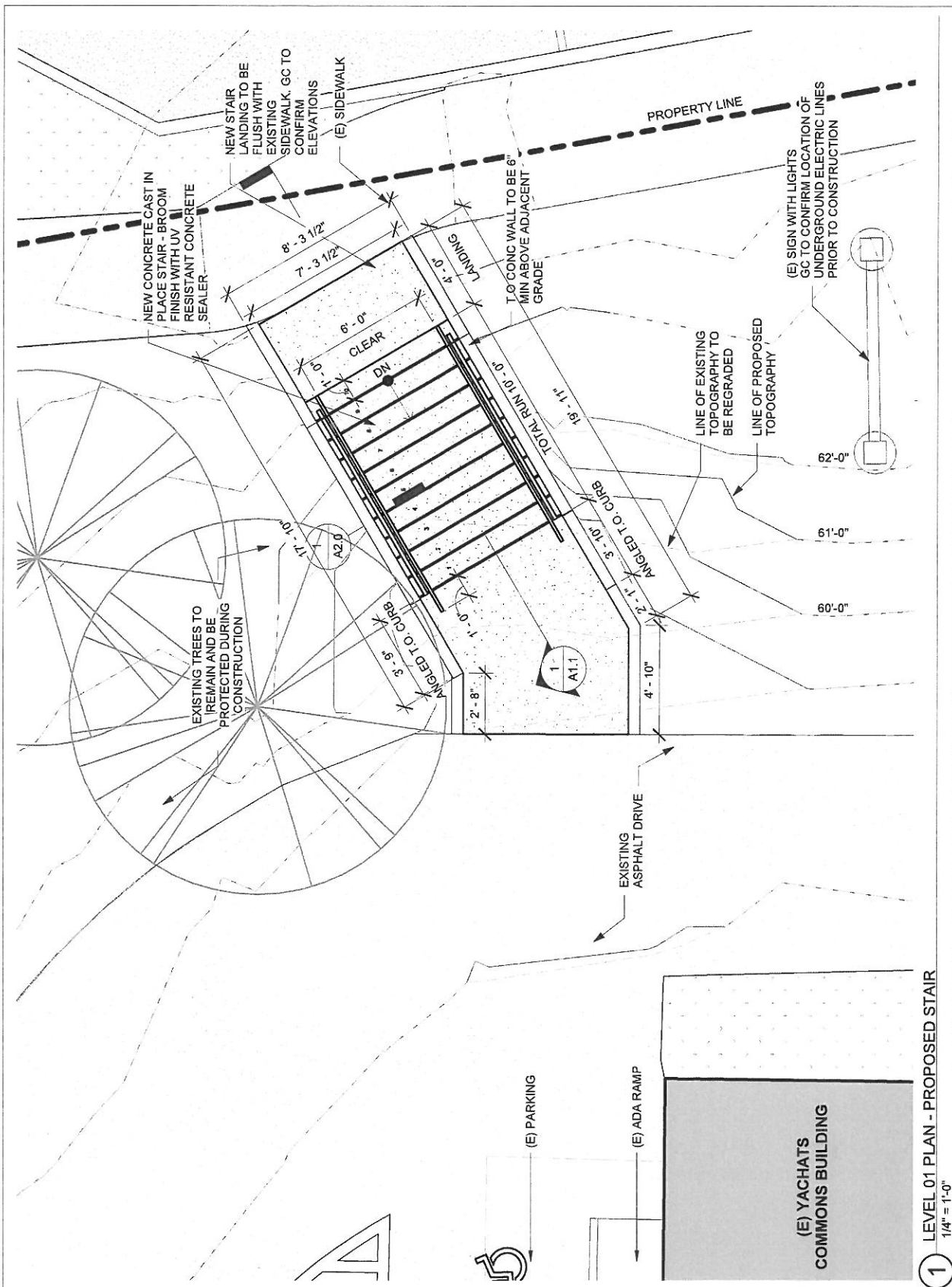
A0.1

SITE PLAN - STAIR



MATERIALS LEGEND	
	ASPHALT PAVING
	CONCRETE PAVING
	LANDSCAPE

1 SITE PLAN - STAIR
1" = 20'-0"



CITY OF YACHTS
441 Hwy 101 N
Yachats, OR 97498
City of Yachats

REVISION LIST	
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CONSTRUCTION DOCUMENT
PROJECT # 24-050
DATE: 09/20/24
DRAWN: XM
CHECKED: SY
FLOOR PLAN - STAIR
A1.0



City of Yachats

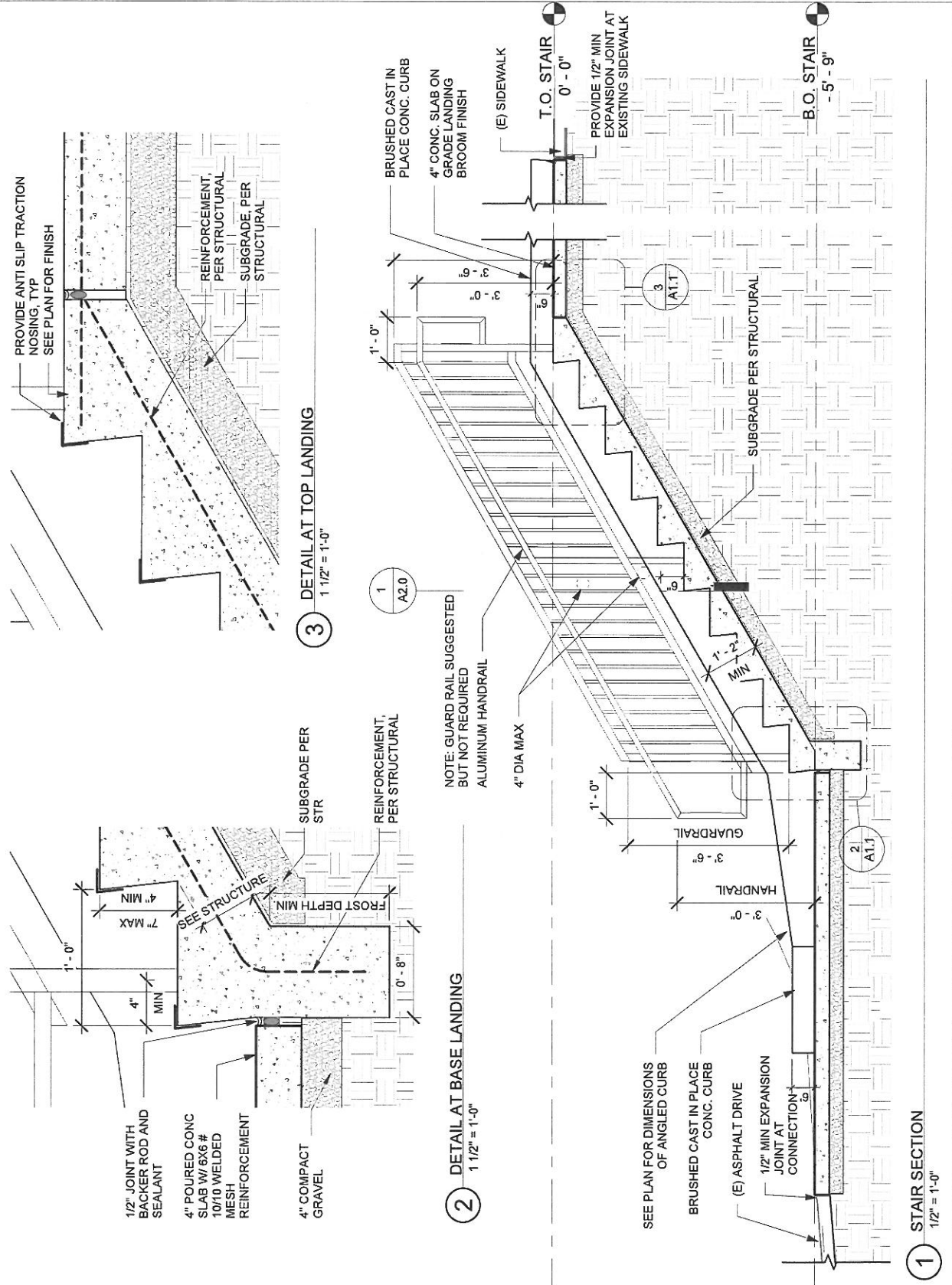
DATE: 09/20/24

DRAWN: RL

CHECKED: SY

PROJECT #: 24-050

ENLARGED PLAN &
SECTIONS - STAIR





City of Yachats

[illegible]

CHECKED: SY

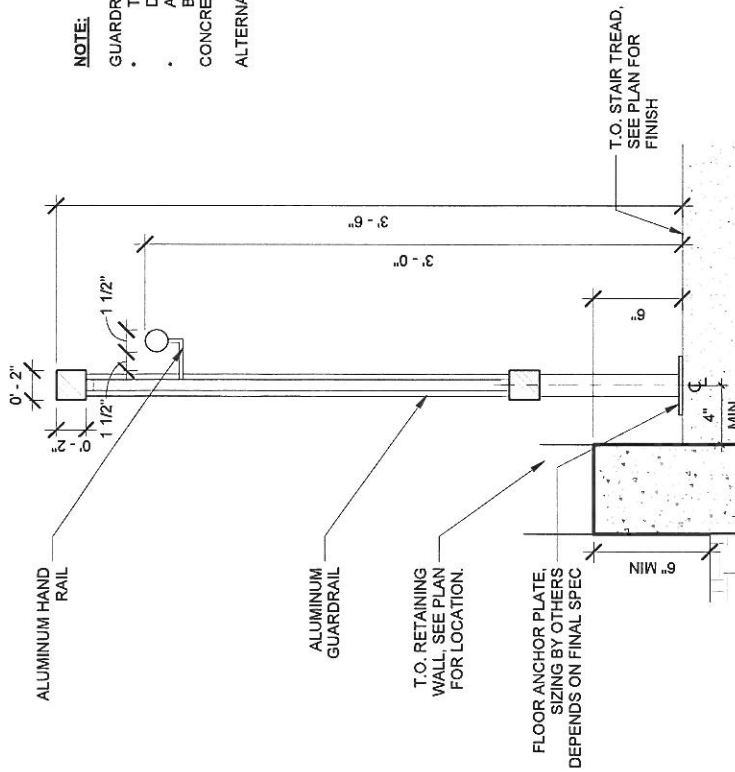
PROJECT #: 24-050

DETAIL - STAIR

- GUARDRAIL SYSTEM AND ANCHORAGE TO CONCRETE SHALL BE ADEQUATE TO RESIST THE FOLLOWING:
 THE WORST CASE OF 50 PLF UNIFORMLY DISTRIBUTED LOAD OR 200 LB POINT LOAD APPLIED IN ANY DIRECTION AND AT ANY POINT ON THE HANDRAIL OR TOP RAIL
- A 50 LB POINT LOAD APPLIED AT ANY LOCATION BELOW THE GUARDRAIL AND TOP RAIL. THIS LOAD MAY BE CONSIDERED TO BE DISTRIBUTED OVER A 12" SQUARE AREA.

CONCRETE ANCHORS TO BE PLACED NO CLOSER THAN 4" FROM EDGE OF CONCRETE.

ALTERNATE - FACE MOUNTED TO CONC CURB, IF ANCHORAGE APPROVED BY ENGINEER



1 STAIR GUARDRAIL DETAIL
1 1/2" = 1'-0"



September 20, 2024

To: Sarah Young
Senior Project Manager

Open Concept Architecture
208 NW 21st Ave #201
Portland, OR 97209

s.young@openconceptarchitecture.com

From: Todd Young
Structural Engineer

Eclipse Engineering, P.C.
2140 SW Jefferson St #200
Portland, OR 97201
toddyoung@cushingterrell.com

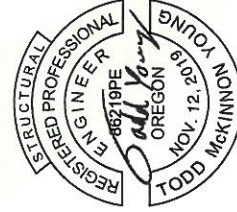
Re: Project Number: 24-06-090

Dear Sarah:

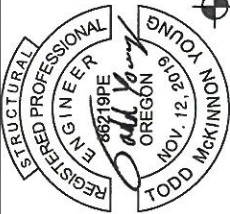
Please see attached for structural sketches and supporting calculations for the new site stairs and retaining walls which are to be located on either side of the site stairs. The proposed work is shown on your drawings titled "Yachats City Pavillion Upgrades", dated September 20, 2024. The structural design of these components is in conformance with the 2022 Oregon Structural Specialty Code. Please contact me if you have any questions.

Sincerely,

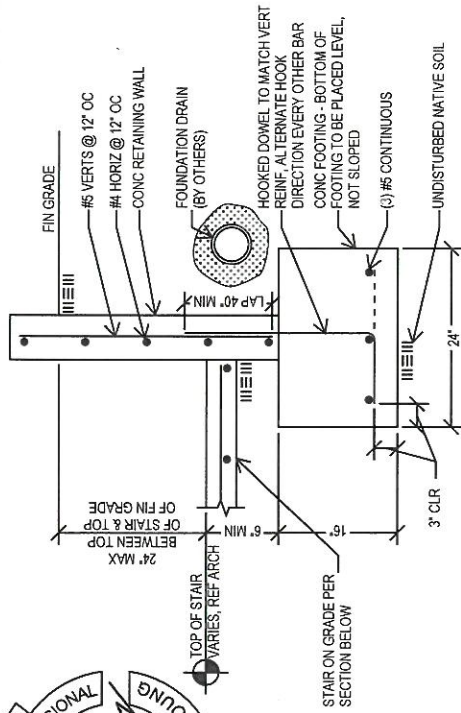
Todd Young, S.E.
Structural Engineer



EXPIRES: 6/30/2026

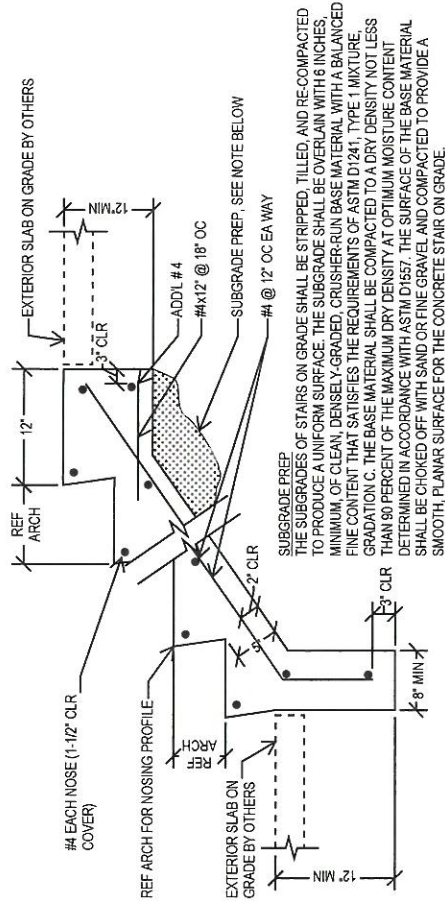


EXPIRES: 6/30/2026



RETAINING WALL SECTION

NOTE:
CONCRETE $f'_c=2,500\text{psi}$,
REINFORCEMENT: $f_y=60\text{ksi}$ FOR
ALL CONCRETE WORK NOTED
ON THIS PAGE

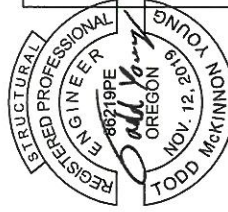


STAIR-ON-GRADE SECTION



STRUCTURAL CALCULATIONS

YACHATS CITY COMMONS STAIRS
441 HWY 101 N
YACHATS, OR 97498



EXPIRES: 6/30/2026

Prepared For:
OPEN CONCEPT ARCHITECTURE
208 NW 21ST AVE
PORTLAND, OR 97209

Project Title:
Engineer:
Project ID:
Project Descr:

Cantilevered Retaining Wall

LIC# : KW-00015302, Build#20 24.04.00

Project File: Yachats Pavilion.ecb

CTA INC.

(c) ENERCALC INC 1003-2023

Code Reference:

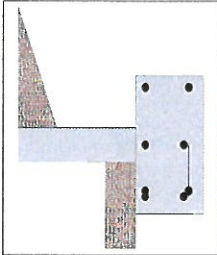
Calculations per IBC 2018 1807.3, CBC 2019, ASCE 7-16

Criteria

Retained Height	=	2.00 ft
Wall height above soil	=	0.00 ft
Slope Behind Wall	=	0.00
Height of Soil over Toe	=	6.00 in
Water table above bottom of footing	=	0.0 ft

Allow Soil Bearing	=	1,500.0 psf
Equivalent Fluid Pressure Method	=	45.0 psf/ft
Active Heel Pressure	=	
Passive Pressure	=	250.0 psf/ft
Soil Density, Heel	=	110.00 pcf
Soil Density, Toe	=	110.00 pcf
Footing/Soil Friction	=	0.400
Soil height to ignore for passive pressure	=	12.00 in

Soil Data



Surcharge Loads

Surcharge Over Heel	=	0.0 psf
Used To Resist Sliding & Overturning	=	0.0
Surcharge Over Toe	=	0.0
Used for Sliding & Overturning	=	0.0

Axial Load Applied to Stem	=	0.0 lbs
Axial Dead Load	=	0.0 lbs
Axial Live Load	=	0.0 lbs
Axial Load Eccentricity	=	0.0 in

Lateral Load Applied to Stem

Lateral Load	=	0.0 #/ft
...Height to Top	=	0.0 ft
...Height to Bottom	=	0.00 ft
Load Type	=	Wind (W) (Service Level)
Wind on Exposed Stem	=	0.0 psf (Strength Level)

Adjacent Footing Load

Adjacent Footing Load	=	0.0 lbs
Footing Width	=	0.00 ft
Eccentricity	=	0.00 in
Wall to Fig C1 Dist	=	0.00 ft
Footing Type	=	Spread Footing
Base Above/Below Soil at Back of Wall	=	0.0 ft
Poisson's Ratio	=	0.300

Project Title:
Engineer:
Project ID:
Project Descr:

Cantilevered Retaining Wall

LCF: KW-00015392, Build 20.24.04.00

Project File: Yachats Pavilion.ec6
(c) ENERCALC INC 1983-2023

CTA INC.

Design Summary

Wall Stability Ratios
Overturning = 3.28 OK
Sliding = 2.24 OK
Global Stability = 3.57
Total Bearing Load = 790 lbs
...resultant ecc. = 2.73 in
Eccentricity within middle third
Soil Pressure @ Toe = 594 psf OK
Soil Pressure @ Heel = 112 psf OK
Allowable = 1,500 psf
Soil Pressure Less Than Allowable
ACI Factored @ Toe = 832 psf
ACI Factored @ Heel = 157 psf
Footing Shear @ Toe = 0.3 psi OK
Footing Shear @ Heel = 1.0 psi OK
Allowable = 82.2 psi

Sliding Calcs

Lateral Sliding Force = 225.6 lbs
less 100% Passive Force = 222.2 lbs
less 100% Friction Force = 282.5 lbs
Added Force Rect'd = 0.0 lbs OK
....for 1.5 Stability = 0.0 lbs OK

Vertical component of active lateral soil pressure IS NOT considered in the calculation of soil bearing

Load Factors

Building Code
Dead Load 1,200
Live Load 1,600
Earth, H 1,600
Wind, W 1,600
Seismic, E 1,000

Stem Construction

Design Height Above Fig	ft =	Bottom	Sum OK
Wall Material Above "H"	=	Concrete	0.00
Design Method	=	SD	SD
Thickness	=	6.00	#
Rebar Size	=	# 5	5
Rebar Spacing	=	12.00	
Rebar Placed at	=	Center	
Design Data			
fb/fB + fa/fA	=		0.029
Total Force @ Section			
Service Level	lbs =		144.0
Strength Level	lbs =		
Moment.....Actual	ft.-# =		98.0
Service Level	ft.-# =		
Strength Level	ft.-# =		3,674.7
Moment.....Allowable			
Shear.....Actual	psi =		4.0
Service Level	psi =		
Strength Level	psi =		75.0
Shear.....Allowable	in2 =		75.0
Anet (Masonry)	psf =		3.00
Wall Weight	in =		
Rebar Depth 'd'			
Masonry Data			
f'm	psi =		
Fs	psi =		
Solid Grouting	=		
Modular Ratio 'n'	=		
Equlv. Solid Thick.	=		
Masonry Block Type	=		
Masonry Design Method	=	ASD	
Concrete Data			
f'c	psi =	2,500.0	
Fy	psi =	60,000.0	

Project Title:
Engineer:
Project ID:
Project Descr:

Cantilevered Retaining Wall

LIC# : KW-00016392, Build:20.24.04.09

CTA INC.

Project File: Yachats Pavilion.ecb
(c) ENERCALC INC 1083-2023

Concrete Stem Rebar Area Details

Bottom Stem
As (based on applied moment) :
(4/3) : As :
200bdfy : 200(12X3)60000 :
0.0018bft : 0.0018(12X6) :
=====

Vertical Reinforcing
0.008 in2/ft
0.0108 in2/ft
0.12 in2/ft
0.1298 in2/ft
=====

Horizontal Reinforcing
Min Stem T&S Reinf Area 0.288 in2
Min Stem T&S Reinf Area per ft of stem Height : 0.144 in2/ft
Horizontal Reinforcing Options :
One layer of : Two layers of :
#4@ 16.87 in #4@ 33.33 in
#5@ 26.83 in #5@ 51.67 in
#6@ 36.67 in #6@ 73.33 in

Required Area :
Provided Area :
Maximum Area :

Footing Data

Toe Width = 0.75 ft
Heel Width = 1.25 ft
Total Footing Width = 2.00 ft
Footing Thickness = 14.00 in

$f_c = 3,000 \text{ psi}$ $F_y = 60,000 \text{ psi}$
Footing Concrete Density = 150.00 pcf
Min. As % = 0.0018
Cover @ Top 2.00 @ Btm = 3.00 in

Footing Design Results

	Toe	Heel
Footing Pressure	822 pcf	157 pcf
Mx : Upward	270 ft-lb	68 ft-lb
Mx : Downward	78 ft-lb	133 ft-lb
Mu : Design	133 ft-lb	68 ft-lb
ϕ Min	14.485	17.654
Actual 1-Way Shear	0.30	1.04
Allow 1-Way Shear	82.16	82.16
Toe Reinforcing	# 5 @ 12.00 in	
Heel Reinforcing	# 5 @ 10.76 in	
Key Reinforcing	# None Spec'd	
Footing Torsion, Tu		0.00 ft-lbs
Footing Allow. Torsion, ϕ Tn		0.00 ft-lbs

If torsion exceeds allowable, provide supplemental design for footing torsion.

Other Acceptable Sizes & Spacings

Toe: #4@ 7.93 in, #5@ 12.30 in, #6@ 17.46 in, #7@ 23.80 in, #8@ 31.34 in, #9@ 39.68 in, #10@ 50.39 in
Heel: #4@ 7.93 in, #5@ 12.30 in, #6@ 17.46 in, #7@ 23.80 in, #8@ 31.34 in, #9@ 39.68 in, #10@ 50.39 in

Key: No key defined

Min footing T&S reinf Area 0.60 in2
Min footing T&S reinf Area per foot 0.30 in2 /ft
If one layer of horizontal bars: #4@ 15.87 in
#5@ 24.80 in
#6@ 34.92 in
If two layers of horizontal bars: #4@ 15.87 in
#5@ 24.80 in
#6@ 34.92 in

Cantilevered Retaining Wall

	OVERTURNING.....			RESISTING.....		
	Force lbs	Distance ft.	Moment ft.-#	Force lbs	Distance ft.	Moment ft.-#
Item						
HL Act Pres (ab water tbl)	225.6	1.06	238.2			
HL Act Pres (be water tbl)				Soil Over HL (ab. water tbl)	185.0	1.63
Hydrostatic Force	=			Soil Over HL (bel. water tbl)	1.63	268.1
Buoyant Force	=			Water Table		
Surcharge over Heel	=			Sloped Soil Over Heel	=	
Surcharge over Toe	=			Surcharge Over Heel	=	
Adjacent Footing Load	=			Adjacent Footing Load	=	
Added Lateral Load	=			Axial Dead Load on Stem =		
Load @ Stem Above Soil	=			* Axial Live Load on Stem =		
Total	=	225.6	O.T.M. = 238.2	Soil Over Toe	41.3	0.39
				Surcharge Over Toe	=	15.5
				Stem Weights ^a	=	150.0
				Earth @ Stem Transitions =	1.00	150.0
				Footing Weight	=	350.0
				Key Weight	=	350.0
				Vert. Component	=	
Resisting/Overturning Ratio						
Vertical Loads used for Soil Pressure =			3.29			
			780.1 lbs			
				Total =	706.3 lbs	R.L.# = 783.8

* Axial live load NOT included in total displayed, or used for overturning resistance, but is included for soil pressure calculation.

Vertical component of active lateral soil pressure IS NOT considered in the calculation of Overturning Resistance.

Project Title:
Engineer:
Project ID:
Project Descr:

Cantilevered Retaining Wall

LIC# : KW-0001532, Build:20 24.04.09

CTA INC.

Project File: Yachats Pavilion.ccd

(c) ENERCALC INC 1085-2023

Rebar Lap & Embedment Lengths Information

Stem Design Segment: Bottom

Stem Design Height: 0.00 ft above top of footing

Lap Splice length for #5 bar specified in this stem design segment (25.4/2.3a) =

23.40 in

Development length for #5 bar specified in this stem design segment =

18.00 in

Hooked embedment length into footing for #5 bar specified in this stem design segment =

9.59 in

As Provided =

0.3100 in2/ft

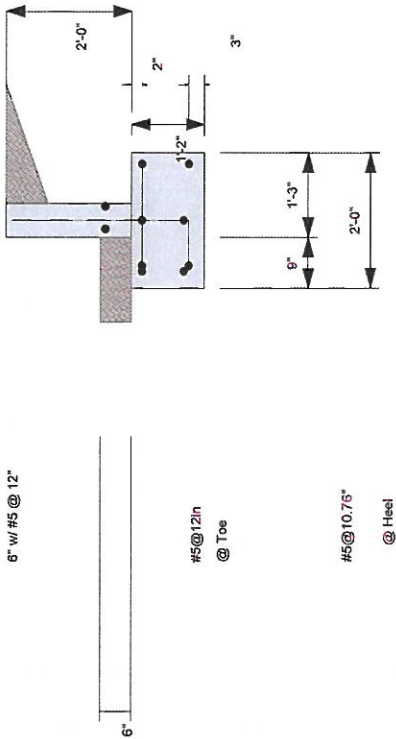
As Required =

0.1296 in2/ft

Project Title:
Engineer:
Project ID:
Project Descr:

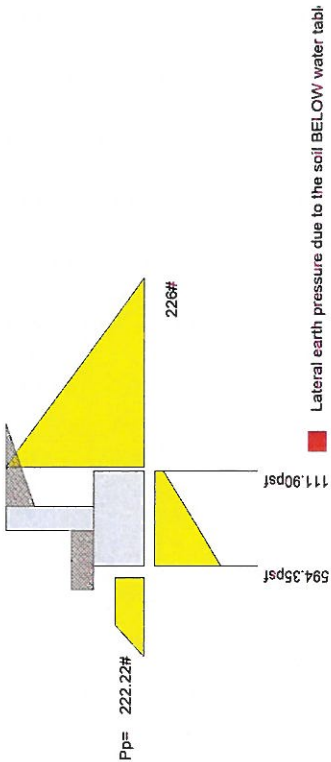
Cantilevered Retaining Wall
LIC# : KV-06016392, Build#20 24 04 09

Project File: Yachats Pavillon.ec8
CTA INC. (C) ENERCALC INC 1983-2023



Project Title:
Engineer:
Project ID:
Project Descr:

Cantilevered Retaining Wall
LIC# : KW-06016302, Build# 20 24.04.09
GTA INC.
Project File: Yachats Pavilion.ecb
© ENERCALC INC 1063-2023



City of Yachats Parks and Commons Commission Guidelines- DRAFT

These guidelines are designed to ensure that the Parks and Commons Commission effectively contributes to developing and maintaining Yachats parks, open spaces, and Commons facilities, enhancing recreation opportunities and community engagement.

Membership

Composition: The Parks and Commons Commission (PCC) shall consist of seven members appointed by the Mayor and approved by the City Council. An assigned City Staff member shall act as an ex-officio member and serve as the commission's direct connection to the City.

Residency: All commission members must reside in the City, with the exception of one member who may reside outside the City limits.

Commission Duties and Responsibilities

Advisory Role:

- The commission serves as an advisory body to the City Council and Staff on matters affecting City parks, open spaces, and Commons facilities. It provides input and recommendations for developing and maintaining these facilities and reports any major repair needs or safety issues to City staff.
- Receive regular updates and provide feedback on work from the assigned staff, Trails & YIPs leaders, and Keeping Yachats Beautiful to ensure the maintenance and safety of trails, open spaces, and the Commons facilities.
- Provide recommendations on the acquisition, development, use, operation, and disposition of parks, open spaces, and Commons facilities, rules, and regulations.
- Provide feedback on program and facility rental rates as needed.

Program Development:

- Recommend diverse recreational programs for all ages and abilities, including sports, arts, fitness and senior programs.
- Develop a Citywide donation policy for City Council approval.

Community Engagement:

- Gather public input on Parks and Commons issues and projects.
- Promote the use of parks and the Commons facilities.
- Foster partnerships with community organizations and volunteers.

Budget and Finance:

- Prepare and submit a proposed operational and capital project budget for consideration by the City Council and Budget Committee.
- Monitor budget expenditures and report issues to the assigned City Staff or City Manager.
- Explore and secure funding sources and grants for parks and commons projects.

Environmental Stewardship:

- Protect and preserve the natural environment within parks and promote environmental education programs.

- Recommend sustainable practices in park operations and suggest improvements to the City's invasive weeds ordinance.

Collaboration and Coordination:

- Collaborate with the Emergency Preparedness Committee on developing and sustaining the Commons as an emergency shelter.
- Coordinate volunteer opportunities for parks, trails, or Commons projects with the assigned City Staff.
- Coordinate with other City Commissions as needed.
- Develop meeting agendas and materials in collaboration with City Staff.

Civic Campus Master Plan:

- Provide input and recommendations to implement the Civic Campus Master Plan.
- Seek funding opportunities to support its execution.

Community Spaces-

Library, Little Log Church

CITY OF YACHATS

ADMINISTRATIVE POLICY NO. 18

COMMISSION OPERATIONS & PROCEDURES

GOAL

To insure timely and fair action on all matters before the commissions conformable to the powers and duties specified in the City Code (2.04.040 and 2.08.040).

OBJECTIVES

To establish rules regarding Commission operations, functions, and duties that will provide direction, allowing the members to facilitate an orderly progression of business at regularly scheduled public meetings. All meetings will be held on City premises, and duly noticed.

Membership

Members will be appointed or released as provided by Code ("by the Mayor with approval by the Council").

Any person applying for appointment to any Commission shall be interviewed by City Council at either a work session or regular meeting.

No person shall serve at the same time on more than one Commission.

Attendance

Unless excused by the Chair, any member who has three absences in a twelve month period may be removed from the Commission by City Council action, the position will be declared vacant, and the member will have to reapply to be reconsidered for appointment.

Elections

The Chair and a Vice-Chair shall be elected by ballot at the first meeting of the calendar year, or when a vacancy in these offices occurs.

Officers

Duties of the Chair

The Chair is the Presiding Officer of the meeting. The duties of the Chair are:

- Consult with City staff and together formulate an agenda for the meeting.
- Open the meeting on time and call the meeting to order.
- Announce in proper sequence the business on the agenda.

- Recognize participants who are entitled to the floor.
- State the nature of legitimate issues that arise during the meeting, secure consensus on their disposition, and, if a vote is needed, the language of the motion. If a motion is out of order or unclear the Chair should rule it out of order or require clarification. If a motion is in order the Chair calls for the vote and announces the results of the vote.
- Protect the Commission from frivolous or delaying motions by refusing to recognize them.
- Enforce order in respect to discussion, deliberation, and decision-making.
- Expedite business in a way compatible with the rights of the members and constituents.
- Decide all questions of order.
- Respond to inquiries of members.
- Declare the meeting adjourned.
- Ensure that reports and recommendations are forwarded to the Council.
- With approval of the Commission, delegate an alternate spokesman.
- When appropriate, assist staff with securing the building after a night meeting.

In order to facilitate an effective meeting, the Chair should remain impartial. The Chair may vote on a motion but has no veto. To speak for or against a motion the Chair should wait until all other members present have spoken. If the matter involves the Chair's strong minority position, the Chair should request another member to preside during deliberation and decision. Once the motion has been voted on, or otherwise resolved, the Chair will resume as presiding officer.

Duties of the Vice-Chair

The Vice-Chair shall be presiding officer when the Chair is absent or when the Chair wishes to be a stronger, more partisan, participant in deliberation. The Vice-Chair may also assist the Chair as directed by the Chair or Commission.

Duties of the Commission Members

- Members shall make every effort to attend each meeting and be on time.
- Effective members understand these rules as well as parliamentary procedure and abide by them.
- Members should address all remarks through the Chair.
- Members should be knowledgeable and familiar with the issues before them so they can participate in the meeting.
- Introduce motions.
- Deliberate the issues according to the rules, seeking clarification of and consensus on issues.

- Be aware of all rules of law regarding conflict of interest and voting for their Commission.
- Vote on all motions, except conflicts of interest as legally defined in Oregon Government Standards and Practices law or other law.
- Members shall abstain from voting on matters carried over from meetings they did not attend, unless they have listened to the audio recording, viewed any video tapes available, and/or read the documents, testimony, or written correspondence regarding the matter and declare such prior to voting.
- Members will attend Staff or Council recommended and/or provided training. Any member who does not attend such training may be removed from the Commission by Council.

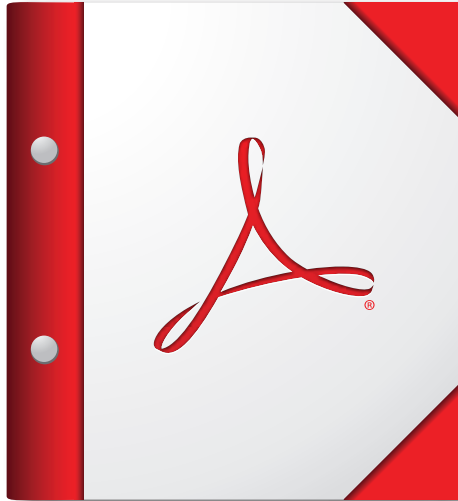
Calling the meeting to order and establishing a quorum

If the Chair is absent the Vice-Chair will call the meeting to order.

If both the Chair and Vice-Chair are absent the Recording Secretary will call the meeting to order and call for an election of a Chair pro-tem.

If there is not a quorum:

- The meeting is called to order, the absence of a quorum is announced, and the meeting is adjourned. The minutes will show the absence of a quorum and the time of adjournment.
- No binding business can be transacted in the absence of a quorum.
- Members may hear scheduled guest speakers, or take comments from the floor, but shall not take any action.



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