



CITY OF YACHATS
PARKS & COMMONS SPECIAL WORK SESSION COMMISSION
SUMMARY MINUTES OF FEBRUARY 4, 2025

The Parks & Commons Commission's regular meeting was called to order by Chair Meg Simans at 2:00 pm in the Civic Meeting Room of the Yachats Commons. Members present: Co-Chair Dan Sterling, Ron Simans, Adam Altson, John Pravel, and Dan Wright. Absent: George Giroux. Staff: Recorder Kimmie Jackson.

Audience: 9

REGULAR MEETING

I. Announcement & Correspondence

- a. None

II. Public Comment

- a. None

III. Reviewed & Accepted Meeting Summary Minutes

- a. It was confirmed that the minutes reflected the meeting discussions accurately and comprehensively.

IV. Reports

- a. The Commons Report is attached to the online packet for review. City Manager Price clarifies that Rosa Marchand is developing an Excel sheet to track maintenance issues effectively and promises that links to related reports will be shared in future meetings. A constructive discussion arose around the placement of locks on trash bins behind the Commons, initiated by a fellow commissioner. Members shared valuable concerns about sanitation and maintaining a clean, welcoming environment. The commission members agreed that awaiting insights on maintenance reports, we would also tackle the trash bin situation and any required actions to ensure proper upkeep in our next meeting.
- b. Trails/YIPS! – The report included an overview of current conditions and updates related to the local trail systems. Key points highlighted were: Regular maintenance activities, such as clearing debris and repairing

sections of the trails, were conducted to ensure safety and accessibility for users. There was an increase in trail usage over the past month, possibly due to favorable weather conditions and community outreach programs encouraging outdoor activity. Plans for new trail signage and additional interpretive displays along popular routes were discussed to enhance visitor experience and education. Input from local users indicated positive experiences, with suggestions for extra amenities like benches and water stations.

- c. The commission agreed to follow up on specific maintenance needs and consider the community's suggestions during the next meeting, ensuring ongoing improvement of the trail systems.
- d. Keep Yachats Beautiful—Report brought forth by Shelley Shrock: The commission discussed a proposal put forth by Mark Taylor and his family concerning their interest in contributing to local park activities. They expressed a desire to increase community involvement in park events and activities, suggesting initiatives that would encourage families to participate more actively. Ideas for collaborative events, such as community clean-up days and family-oriented recreational activities, were proposed to foster community and enhance park use.

The commission discussed how to provide support for the Taylor family's initiatives, including potential funding avenues and partnerships with local businesses to sponsor events; further details regarding specific plans would be gathered from the Taylor family, allowing the commission to better assist in implementing these community-focused activities. This discussion emphasized the importance of local engagement in creating a vibrant community around the parks and promoting shared responsibility for their upkeep and enjoyment.

A motion was made on the plaque “Donated by Mark Taylor & Family, Stick Stones & Bones, 2025. The vote was called and passed unanimously.

V. New Business

- a. Vote on Chair & Vice-Chair 2025 – Meg Simans and Dan Sterling have been re-elected to serve another year. No discussion:

The motion to have Meg Simans and Dan Sterling continue to serve was called. The vote was called and passed unanimously.

- b. Operational Budget, Goals, and CIP Finalization: Discuss the operational budget maintenance and services for the Parks, Trails, and Commons. The team agreed to maintain the same budget numbers from the previous year, with some adjustments: to increase the budget for tools and small equipment to \$1,250 and for mowing, including the ball field, to at least \$4,000; discussed the possibility of raising the budget for tree removal and trimming to \$1,000; e suggested that the budget for insurance and utilities should be left blank for the Finance Committee to decide. Also discussed was the potential need for repairs to the Wetlands boardwalk, which would be evaluated through the master planning process

The team agreed to adopt three new goals: identifying plants and providing signage in the Wetlands boardwalk area, proposing revisions to the noxious weed ordinance, and ensuring maintenance schedules for the parks and commons are fully developed and documented. The team also discussed the need for more detailed information on the noxious weed ordinance and the maintenance schedules. The conversation ended with a decision to collaborate with the city to support developing and implementing maintenance schedules for the commons and parks.

The discussion continued around the stairs plans, focusing on potential improvements and concerns. Commissioner Giroux's input was shared, highlighting the need for drainage and suggesting a permeable surface for the landing. Dan suggested widening the stairs to 8 feet for better traffic flow and to accommodate people with mobility issues; they also proposed a handrail in the middle to divide the stairs in half, the importance of drainage, and suggested a French drain or permeable surface. There is a concern about the stairs' alignment with the existing sidewalk, suggesting it might need to be adjusted for a flat landing. Co-Chair Sterling offered to send more information about permeable surfaces.

Motion to approve the parks and grounds maintenance budget at \$2,000; Mowing Budget moved to increase the mowing budget to \$4,000 and consider \$6,000 based on last year's expenditures; Motion made keeping the tree removal budget at \$1,000; Motion was made leaving the materials and services budget open for adjustments Motion called to revisit the tools and equipment budget in future meetings. The commission agreed with the above-stated changes and was to forward them to the Finance Committee for consideration.

The motion was called to collaborate with Rosa Merchand to support the implementation of the maintenance schedule for the commons and parks. The vote was called and passed unanimously.

The meeting adjourned at 4:08 pm.

Kimmie Jackson, Recorder