



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.
- 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.
- 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. Keeping Yachats Beautiful—Report by Shelley Shrock: The commission discussed the wording for a plaque to place near the Rose Quartz donated by Marc Taylor

A motion was made on the plaque “Donated by Marc 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; 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, he also proposed a handrail in the middle to divide the stairs in half, the importance of drainage. He 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.

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 motion was passed to send the suggestions given on the stairs to the City Manager.

The meeting adjourned at 4:08 pm.

Kimmmie Jackson, Recorder