



**CITY OF YACHATS
 PARK & COMMONS SPECIAL COMMISSION
 MEETING MINUTES
 Civic Meeting Room I, 441 Hwy 101 N. OR 97498
 Tuesday, April 1, 2025 at 2:00 pm**

I. Call to Order

II. Roll Call

Commission Members	P/A
Meg Simans	P
Dan Sterling	P
Ron Simans	P
George Giroux	P
Adam Altson	A
John Pravel	A
Dan Wright	P

Staff Members	
Bobbi Price, City Manager	Kim Jackson, City Recorder
Neal Morphis, City Clerk	Rick McClung, Wastewater Lead

III. Announcements

- a. Ribbon Cutting for the Crystal Corner, on the corner of HWY 101 N & 4th St, at 2:00 pm. On April 5th.

IV. Public Comment

- a. None

V. Review & Approve [March Summary Minutes](#)- Attached to the online packet.

VI. Reports

- a. The Commons Report is attached to the online packet.
- b. The All-in-one Workgroup Report is attached to the online packet. It includes Trails/YIPS! Updates, Keeping Yachats Beautiful, Estuary Walkway, Landmark property, and Commons under-stage project.

City Manager Price also announced two proposed new work group projects for Keeping Yachats Beautiful. One is to clean up the Christmas tree area to create a seating area when the tree isn't up. The second is a terraced sidewalk planter in front of the Dublin House, similar to the work done in front of the SeaNote.

VII. VI. New Business

- 1. [Discuss and propose a plan on how PCC will oversee city parks.](#) The commission agreed that city parks require consistent oversight for maintenance to ensure their care and upkeep. Maintenance-related issues

should be directed to the Trails Work Group, while more significant infrastructure or safety concerns would be routed through the City Manager.

The group consented on developing an internal oversight mechanism, debating whether to assign specific parks to individual commission members for monitoring or to schedule collective visits to assess multiple parks.

The commission explored including oversight processes within their new guidelines, indicating a willingness to formalize the approach. The discussion reflected a collaborative effort to create a compelling and structured plan for overseeing the city parks, emphasizing communication and role clarity.

[\(Motion Link\)](#)

Motion:	<p>A motion was made to accept PCC members will adopt a park(s) Communication about park needs to City or Trails/YIPS! to be determined by:</p> <ul style="list-style-type: none"> • Trails/YIPS!: Maintenance (plants, weeds, trails, steps, etc.); • Bobbi/City crew: Repairs & maintenance (infrastructure), safety issues, proposed park redesign, and/or other major changes; • A Google doc will be shared with PCC to track Communications as per above; • If another PCC member becomes aware of an issue, they will report it to the Park Ambassador so he/she can communicate as per above; • Park needs/issues will be emailed to Bob or Bobbi as per above and entered into the google doc. 			
Ayes:	Sterling, Simans, R., Giroux, Wright, Simans, M. 5	Nays:	Absent: 2 - Altson & Prevel	Recused: 0
Passed:	5/0			

The vote was called and passed unanimously.

2. [Rick McClung](#), Water Lead, presented information on the delineators and alternatives. After the discussion, it was decided to table this item until the May meeting, where more information can be provided. ([Link](#))
3. City Manager to review [City Council goals](#) regarding PCC for 2025 - The discussion highlighted the City Council goals that the Parks & Commons Commission could support the City Manager and Council in achieving.
4. [Discuss reimagined PCC Guidelines](#)—The discussion about reimagining the PCC guidelines focused on updating and improving the committee's operations. Ideas about assigning specific responsibilities to committee

members were discussed. Members also discussed the importance of regular communication and collaboration with other departments and Commissions. Members emphasized the value of having a straightforward and accessible set of guidelines that would help streamline decision-making processes.

Motion:	The Motion was made to remain a (7) seven-member Commission, with one member outside the city limits but within the 97498 zip code area.			
Ayes:	Sterling, Simans, R., Giroux, Wright, Simans, M.	Nays:	Absent: Altson & Prevel	Recused: 0
Passed:	5/0			

5. Plan a public education (signage) project for the wetlands boardwalk - The discussion about public education for the wetlands boardwalk focused on raising community awareness of wetland ecosystems. Members highlighted the need to educate visitors on the environmental importance of the wetlands and the boardwalk. They considered strategies like informative signage, guided tours, and workshops to engage visitors and promote responsible usage. Collaborating with local schools and organizations was also discussed to enhance outreach efforts.

VIII. Updates on Previous Business - The Civic Master Plan Advisory Group is a committee focused on developing a comprehensive plan for the community's future. Its members include local stakeholders, city officials, and community representatives who are collaborating with Scharen Design Studios to identify key goals and priorities for civic development. They have gathered input from residents through surveys, meetings, and public forums to ensure the plan reflects community needs and desires.

Adjourn Parks & Commons Commission Meeting 4:08 pm

Minutes prepared by Kimmie Jackson, City Recorder