

1. 2:00 P.M. Agenda

Documents:

[2025-11-04 Parks And Commons Agenda.docx.pdf](#)

2. Meeting Material

Documents:

[2025-09-02 Draft Parks Summary Minutes \(1\) \(1\).Pdf](#)

[2025-09 Financial Report.pdf](#)

[City Of Yachats Workgroup Report- October 2025.Pdf](#)

[November PCC Report.pdf](#)

[Grants For Yachats \(3\).Pdf](#)

[Copy Of Commons Report - Commons Management \(5\).Pdf](#)

[Copy Of Commons Report - Grants \(4\).Pdf](#)

[Copy Of Commons Report - Infrastructure \(8\).Pdf](#)

[Copy Of Commons Report - Maintenance \(5\).Pdf](#)

[Copy Of Commons Report - Work History \(4\).Pdf](#)

[Vision For The Evolution Of The Parks And Commons Commission.pdf](#)

[PCC Accomplishments.pdf](#)

[COY - All Signs - 10.23.25.Pdf](#)

[IMG_0625.Pdf](#)

[IMG_0626.Pdf](#)

[CW And COY Walkway Meeting Recap 9.25.25.Pdf](#)



CITY OF YACHATS
PARKS & COMMONS COMMISSION
441 Hwy 101 N. Commons Civic Meeting Room 1
Yachats, OR 97498

Tuesday, November 4, 2025, at 2:00 pm

To Be Held In-Person & Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/83554861795>

Meeting ID: 835 5486 1795

AGENDA

- I. Meeting Called to Order**
- II. Roll Call**
- III. Announcements Public Comment** (Items not on the agenda (5 min. limitation per person))
- IV. Reports**
 - a. [Summary Minutes](#)
 - b. [Financial Report](#)
 - c. [Workgroup Reports](#)
 - d. [Commons Coordinator Report](#)
- V. New Business**
 - a. Commission Re-Organization
 - i. [Link to supporting document](#)
 - ii. [Link to PCC Accomplishments](#)
 - b. Greater Commons Plan
 - c. Goals & CIPs
 - d. SDC (System Development Charge) for Parks for Discussion
- VI. Ongoing Business**
 - a. Commission Review
 - i. Link to supporting document
 - b. [Final signage order](#)
 - c. Peace Park bench
 - i. [Photo 1](#) and [Photo 2](#)
 - d. [Boardwalk timeline](#)
- VII. Other Business**
 - a. From the Commission

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 10/28/2025 By: Kimmie Jackson, Recorder

b. From the Staff

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 10/28/2025 By: Kimmie Jackson, Recorder



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

I. Meeting called to order by City Manager, Bobbi Price (acting facilitator until new leadership is elected)

II. Roll Call

| Commission Members | P/A |
|---------------------------|------------|
| Ron Simans | P |
| George Giroux, Chair | P |
| Adam Altson, Vice Chair | p |
| John Pravel | p |
| Dan Wright | P |

| Staff Members | |
|---------------------------|--------------------------|
| Bobbi Price, City Manager | Kimmie Jackson, Recorder |

III. Announcements – Kevin Erdahl (Yachats Lions Club) announced the group’s 75th anniversary and intent to donate \$5,000–\$10,000 toward a community project. Commissioners suggested possible uses, including renovations to the pavilion.

Kevin Chambers introduced himself as a new community member interested in involvement.

IV. Public Comment – None

V. New Business

The discussion focused on its future structure, considering three options: continuing in the current format with elected leadership, transitioning to a project-based workgroup model, or placing the Commission on hold. Members debated the importance of transparency, efficiency, and public involvement, noting that while workgroups are effective for specific projects, maintaining the Commission provides a public forum for discussion. Commissioners also emphasized the need to update Ordinance 209 to clarify responsibilities and streamline operations.

a. Vote on structure -

| | | | | |
|----------------|--|-----------------------------|--------------|---------------|
| Motion: | A motion was made to continue as a commission: | | | |
| Ayes: | Giroux, Wright, and Altson | Nays: 2 Pravel Simans | Absent: 0 | Recused: 0 |
| Passed: | 3/2 | | | |

b. Elect a Chair or move to a different structure.

| | | | | |
|----------------|--|---------|--------------|------------|
| Motion: | A motion was made to elect Altson as Chair and Giroux as Vice-Chair: | | | |
| Ayes: | Simans, R., Giroux, Wright, Altson, and Prevel | Nays: 0 | Absent: 0 | Recused: 0 |
| Passed: | 5/0 | | | |

The Commission further agreed to cancel the October meeting and reconvene in November 2025, with future agendas to include a review of Ordinance 209 and Commission structure.

Adjourn Parks & Commons Commission Meeting 3:35 pm.
Minutes prepared by Kimmie Jackson, Recorder

Parks & Trails 100-1035
Monthly Financial Detail Report
SEPTEMBER 2025

Printed: 10/7/2025
 Period: 03
 Fiscal Year: 2025

| Fund | Dept | Account Number | Description | Budget for Year | Prior Mo Bal | Current Activity | Actual to Date | % of Budget | Notes |
|------|------|----------------|--------------------------------------|---------------------|---------------------|--------------------|---------------------|----------------|--|
| 100 | 1035 | 300101 | Beginning Balance | \$ 13,881.07 | \$ 13,881.07 | \$ - | \$ 13,881.07 | 100.00% | Beginning Balance -Unaudited |
| 100 | 1035 | 314863 | Transfer in Visitor Amenity | \$ 35,000.00 | \$ - | \$ 8,750.00 | \$ 8,750.00 | 25.00% | |
| | | | RESOURCE | \$ 48,881.07 | \$ 13,881.07 | \$ 8,750.00 | \$ 22,631.07 | 46.30% | |
| 100 | 1035 | 105101 | City Manager | \$ 2,880.00 | \$ 480.08 | \$ 240.03 | \$ 720.11 | 25.00% | |
| 100 | 1035 | 105110 | Water Lead | \$ 2,102.00 | \$ 170.48 | \$ 8.42 | \$ 178.90 | 8.51% | |
| 100 | 1035 | 105111 | Wastewater Lead | \$ 523.00 | \$ 25.38 | \$ 0.63 | \$ 26.01 | 4.97% | |
| 100 | 1035 | 105114 | Utility Worker 2 | \$ 320.00 | \$ 43.23 | \$ 9.75 | \$ 52.98 | 16.56% | |
| 100 | 1035 | 105119 | Code Enforcer/PW | \$ 2,896.00 | \$ 907.56 | \$ 35.27 | \$ 942.83 | 32.56% | |
| 100 | 1035 | 105121 | Utility Field Foreman | \$ 353.00 | \$ 217.46 | \$ 78.30 | \$ 295.76 | 83.78% | |
| 100 | 1035 | 105122 | Utility Worker 1 | \$ 1,200.00 | \$ 35.98 | \$ 41.36 | \$ 77.34 | 6.45% | |
| 100 | 1035 | 105140 | Fringe Benefits | \$ 1,094.00 | \$ 133.18 | \$ 29.53 | \$ 162.71 | 14.87% | |
| 100 | 1035 | 105141 | Insurance Benefits | \$ 2,055.00 | \$ 673.60 | \$ 98.81 | \$ 772.41 | 37.59% | |
| 100 | 1035 | 105142 | Regular PERS System | \$ 2,260.00 | \$ 429.23 | \$ 105.62 | \$ 534.85 | 23.67% | |
| | | | PERSONNEL | \$ 15,683.00 | \$ 3,116.18 | \$ 647.72 | \$ 3,763.90 | 24.00% | |
| 100 | 1035 | 205214 | Marketing | \$ 195.10 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1035 | 205222 | Insurance | \$ 1,999.00 | \$ 2,169.14 | \$ 150.00 | \$ 2,319.14 | 116.02% | Annual Property/Liability Renewal FY26 |
| 100 | 1035 | 205224 | Trails Maintenance/Supplies/Services | \$ 7,000.00 | \$ 366.13 | \$ 823.74 | \$ 1,189.87 | 17.00% | |
| 100 | 1035 | 205230 | Printing (Maps & Signs) | \$ 3,000.00 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1035 | 205252 | Utilities | \$ 71.46 | \$ - | \$ 32.57 | \$ 32.57 | 45.58% | |
| 100 | 1035 | 205255 | Education and Training | \$ 2,600.00 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1035 | 205317 | Tools and Small Equipment | \$ 1,250.00 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1035 | 205330 | Building and Land Maintenance | \$ 594.06 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1035 | 205421 | Parks/Grounds Maintenance | \$ 2,000.00 | \$ 65.48 | \$ - | \$ 65.48 | 3.27% | |
| 100 | 1035 | 205474 | Mowing | \$ 3,288.71 | \$ 1,606.00 | \$ - | \$ 1,606.00 | 48.83% | |
| 100 | 1035 | 205475 | Tree Removal/Trimming | \$ 1,000.00 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1035 | 208000 | Operating Contingency | \$ 3,000.00 | \$ - | \$ - | \$ - | 0.00% | |
| | | | MATERIALS AND SERVICES | \$ 25,998.33 | \$ 4,206.75 | \$ 1,006.31 | \$ 5,213.06 | 20.05% | |
| | | | EXPENSE | \$ 41,681.33 | \$ 7,322.93 | \$ 1,654.03 | \$ 8,976.96 | 21.54% | |
| | | | Resource Total | \$ 48,881.07 | \$ 13,881.07 | \$ 8,750.00 | \$ 22,631.07 | 46.30% | |
| | | | Expense Total | \$ 41,681.33 | \$ 7,322.93 | \$ 1,654.03 | \$ 8,976.96 | 21.54% | |
| | | | NET GAIN/(LOSS) | \$ 7,199.74 | \$ 6,558.14 | \$ 7,095.97 | \$ 13,654.11 | 189.65% | |

Parks & Trails Reserve 150-1035

Monthly Financial Detail Report

SEPTEMBER 2025

Printed: 10/7/2025
 Period 03
 Fiscal Year 2025

| Fund | Dept | Account Number | Description | Budget for Year | Prior Mo Bal | Current Activity | Actual to Date | % of Budget |
|------|------|----------------|-------------------------------|----------------------|----------------------|----------------------|----------------------|----------------|
| 150 | 1035 | 300101 | Beginning Balance | \$ 221,017.45 | \$ 221,017.45 | \$ - | \$ 221,017.45 | 100.00% |
| 150 | 1035 | 314863 | Transfer in Visitor Amenity | \$ 400,000.00 | \$ - | \$ 100,000.00 | \$ 100,000.00 | 25.00% |
| | | | REVENUE | \$ 621,017.45 | \$ 221,017.45 | \$ 100,000.00 | \$ 321,017.45 | 51.69% |
| 150 | 1035 | 105110 | Water Lead | \$ - | \$ 151.62 | \$ - | \$ 151.62 | 0.00% |
| 150 | 1035 | 105140 | Fringe Benefits | \$ - | \$ 10.89 | \$ - | \$ 10.89 | 0.00% |
| 150 | 1035 | 105141 | Insurance Benefits | \$ - | \$ 33.02 | \$ - | \$ 33.02 | 0.00% |
| 150 | 1035 | 105142 | Regular PERS System | \$ - | \$ 41.79 | \$ - | \$ 41.79 | 0.00% |
| | | | PERSONNEL | \$ - | \$ 237.32 | \$ - | \$ 237.32 | 0.00% |
| 150 | 1035 | 407922 | Capital Outlay - Improvement | \$ 350,000.00 | \$ - | \$ - | \$ - | 0.00% |
| 150 | 1035 | 407942 | Capital Outlay-Infrastructure | \$ - | \$ 617.50 | \$ 6,376.25 | \$ 6,993.75 | 0.00% |
| | | | CAPITAL OUTLAY | \$ 350,000.00 | \$ 617.50 | \$ 6,376.25 | \$ 6,993.75 | 2.00% |
| | | | EXPENSE | \$ 350,000.00 | \$ 854.82 | \$ 6,376.25 | \$ 7,231.07 | 2.07% |
| | | | Resource Total | \$ 621,017.45 | \$ 221,017.45 | \$ 100,000.00 | \$ 321,017.45 | 51.69% |
| | | | Expense Total | \$ 350,000.00 | \$ 854.82 | \$ 6,376.25 | \$ 7,231.07 | 2.07% |
| | | | NET GAIN/(LOSS) | \$ 271,017.45 | \$ 220,162.63 | \$ 93,623.75 | \$ 313,786.38 | 115.78% |

Sep- Geosciences Management \$4595,
 Civil West Engineering \$1781.25

Beginning Balance -Unaudited

Commons 100-1020

Monthly Financial Detail Report

SEPTEMBER 2025

Printed: 10/7/2025
 Period: 03
 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 | \$ 118,734.19 | \$ 118,734.19 | \$ - | \$ 118,734.19 | 100.00% | Beginning Balance - Unaudited |
| 100 | 1020 | 304335 | Rents or Fees | \$ 45,000.00 | \$ 5,250.28 | \$ 1,291.64 | \$ 6,541.92 | 14.54% | |
| 100 | 1020 | 304480 | Gifts/Donations | \$ 8,000.00 | \$ 2,399.90 | \$ 2,203.00 | \$ 4,602.90 | 57.54% | |
| 100 | 1020 | 314861 | Transfer in General Fund | \$ 100,000.00 | \$ - | \$ 25,000.00 | \$ 25,000.00 | 25.00% | |
| 100 | 1020 | 314863 | Transfer in Visitor Amenity | \$ 75,000.00 | \$ - | \$ 18,750.00 | \$ 18,750.00 | 25.00% | |
| | | | REVENUE | \$ 346,734.19 | \$ 126,384.37 | \$ 47,244.64 | \$ 173,629.01 | 50.08% | |
| 100 | 1020 | 105101 | City Manager | \$ 6,481.00 | \$ 1,080.19 | \$ 540.09 | \$ 1,620.28 | 25.00% | |
| 100 | 1020 | 105104 | CIP Coordinator | \$ 14,631.00 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1020 | 105105 | Utility Billing Clerk/CSC | \$ - | \$ 4,619.30 | \$ 2,342.02 | \$ 6,961.32 | 0.00% | |
| 100 | 1020 | 105109 | Administrative Assistant | \$ 13,878.00 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1020 | 105110 | Water Lead | \$ 526.00 | \$ 320.58 | \$ 2.12 | \$ 322.70 | 61.35% | |
| 100 | 1020 | 105111 | Wastewater Lead | \$ 523.00 | \$ 25.38 | \$ 0.63 | \$ 26.01 | 4.97% | |
| 100 | 1020 | 105114 | Utility Worker 2 | \$ 320.00 | \$ 43.24 | \$ 9.75 | \$ 52.99 | 16.56% | |
| 100 | 1020 | 105115 | Community Spaces Coordinator | \$ 42,840.00 | \$ 7,117.70 | \$ 3,570.00 | \$ 10,687.70 | 24.95% | |
| 100 | 1020 | 105119 | Code Enforcer/PW | \$ 2,896.00 | \$ 127.65 | \$ 174.54 | \$ 302.19 | 10.43% | |
| 100 | 1020 | 105121 | Utility Field Foreman | \$ 1,412.00 | \$ 242.11 | \$ 41.76 | \$ 283.87 | 20.10% | |
| 100 | 1020 | 105122 | Utility Worker 1 | \$ 1,200.00 | \$ 243.00 | \$ 124.53 | \$ 367.53 | 30.63% | |
| 100 | 1020 | 105140 | Fringe Benefits | \$ 9,021.00 | \$ 1,000.70 | \$ 484.59 | \$ 1,485.29 | 16.46% | |
| 100 | 1020 | 105141 | Insurance Benefits | \$ 16,941.00 | \$ 4,132.97 | \$ 2,053.12 | \$ 6,186.09 | 36.52% | |
| 100 | 1020 | 105142 | Regular PERS System | \$ 18,636.00 | \$ 2,190.11 | \$ 1,601.31 | \$ 3,791.42 | 20.34% | |
| | | | PERSONNEL | \$ 129,305.00 | \$ 21,142.93 | \$ 10,944.46 | \$ 32,087.39 | 24.82% | |
| 100 | 1020 | 205222 | Insurance | \$ 6,695.00 | \$ 7,264.84 | \$ 150.00 | \$ 7,414.84 | 110.75% | Annual Property/Liability Renewal FY26 |
| 100 | 1020 | 205240 | Office Materials & Supplies | \$ 261.62 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1020 | 205251 | Telephones/Cell Phones/DSL | \$ 2,100.00 | \$ 305.15 | \$ 332.36 | \$ 637.51 | 30.36% | |
| 100 | 1020 | 205252 | Utilities | \$ 9,593.02 | \$ 1,546.80 | \$ 628.52 | \$ 2,175.32 | 22.68% | |
| 100 | 1020 | 205260 | Contract/Professional Services | \$ 12,000.00 | \$ - | \$ 144.00 | \$ 144.00 | 1.20% | Sep - Ace Alarms \$144 |
| 100 | 1020 | 205282 | Software | \$ - | \$ - | \$ 2,110.49 | \$ 2,110.49 | 0.00% | |
| 100 | 1020 | 205317 | Tools and Small Equipment | \$ 3,000.00 | \$ 31.92 | \$ - | \$ 31.92 | 1.06% | |
| 100 | 1020 | 205330 | Building and Land Maintenance | \$ 45,000.00 | \$ 1,069.00 | \$ 4,268.46 | \$ 5,337.46 | 11.86% | |

| Fund | Dept | Account Number | Description | Budget for Year | Prior Mo Bal | Current Activity | Actual to Date | % of Budget | Notes |
|------|------|----------------|-------------------------------|----------------------|----------------------|---------------------|----------------------|----------------|-------|
| 100 | 1020 | 205335 | Custodial Support/Supplies | \$ 19,426.65 | \$ 3,099.92 | \$ 1,616.68 | \$ 4,716.60 | 24.28% | |
| 100 | 1020 | 205421 | Parks/Grounds Maintenance | \$ 8,000.00 | \$ 712.50 | \$ 620.50 | \$ 1,333.00 | 16.66% | |
| 100 | 1020 | 205439 | Cornm Support/Beautification | \$ 32,662.47 | \$ 8,871.23 | \$ 2,675.00 | \$ 9,138.73 | 27.98% | |
| 100 | 1020 | 205474 | Mowing | \$ 3,500.00 | \$ 561.00 | \$ - | \$ 561.00 | 16.03% | |
| 100 | 1020 | 205475 | Tree Removal/Trimming | \$ 2,000.00 | \$ - | \$ - | \$ - | 0.00% | |
| 100 | 1020 | 205490 | Material and Services | \$ 1,000.00 | \$ 57.28 | \$ - | \$ 57.28 | 5.73% | |
| 100 | 1020 | 208000 | Operating Contingency | \$ 15,000.00 | \$ - | \$ - | \$ - | 0.00% | |
| | | | MATERIALS AND SERVICES | \$ 160,238.76 | \$ 23,519.64 | \$ 10,138.51 | \$ 33,658.15 | 21.00% | |
| | | | EXPENSE | \$ 289,543.76 | \$ 44,662.57 | \$ 21,082.97 | \$ 65,745.54 | 22.71% | |
| | | | Revenue Total | \$ 346,734.19 | \$ 126,384.37 | \$ 47,244.64 | \$ 173,629.01 | 50.08% | |
| | | | Expense Total | \$ 289,543.76 | \$ 44,662.57 | \$ 21,082.97 | \$ 65,745.54 | 22.71% | |
| | | | NET GAIN/(LOSS) | \$ 57,190.43 | \$ 81,721.80 | \$ 26,161.67 | \$ 107,883.47 | 188.64% | |

Commons Reserve 150-1020
Monthly Financial Detail Report
SEPTEMBER 2025

Printed: 10/7/2025
 Period: 03
 Fiscal Year: Fiscal Year 2025

| Fund | Dept | Account Number | Description | Budget for Year | Prior Mo Bal | Current Activity | Actual to Date | % of Budget | Notes |
|------|------|----------------|------------------------------|----------------------|----------------------|---------------------|----------------------|----------------|------------------------------------|
| 150 | 1020 | 300101 | Beginning Balance | \$ 361,635.38 | \$ 361,635.38 | \$ - | \$ 361,635.38 | 100.00% | Beginning Balance - Unaudited |
| 150 | 1020 | 314863 | Transfer in Visitor Amenity | \$ 150,000.00 | \$ - | \$ 37,500.00 | \$ 37,500.00 | 25.00% | |
| | | | RESOURCE | \$ 511,635.38 | \$ 361,635.38 | \$ 37,500.00 | \$ 399,135.38 | 78.01% | |
| 150 | 1020 | 407922 | Capital Outlay - Improvement | \$ 120,000.00 | \$ 8,222.11 | \$ 3,637.50 | \$ 11,859.61 | 9.88% | Sep- David Chamberlin \$3637.50 |
| 150 | 1020 | 407942 | Capital Outlay - Buildings | \$ 205,000.00 | \$ 30,233.84 | \$ 7,969.50 | \$ 38,203.34 | 18.64% | Sep- Westech Engineering \$7969.50 |
| | | | CAPITAL OUTLAY | \$ 325,000.00 | \$ 38,455.95 | \$ 11,607.00 | \$ 50,062.95 | 15.40% | |
| | | | EXPENSES | \$ 325,000.00 | \$ 38,455.95 | \$ 11,607.00 | \$ 50,062.95 | 15.40% | |
| | | | Resource Total | \$ 511,635.38 | \$ 361,635.38 | \$ 37,500.00 | \$ 399,135.38 | 78.01% | |
| | | | Expense Total | \$ 325,000.00 | \$ 38,455.95 | \$ 11,607.00 | \$ 50,062.95 | 15.40% | |
| | | | NET GAIN/(LOSS) | \$ 186,635.38 | \$ 323,179.43 | \$ 25,893.00 | \$ 349,072.43 | 187.03% | |



City of Yachats Workgroup Report- October 2025 - DUE October 28

Workgroup: Trails/YIPS

Report Date: 10/25/2025

Progress and Achievements -

- Continued work on Amanda Trail, reinforcing the downside of trail sections by installing 4 x 12 PT lumber and back-filling with gravel.
- Planting of native plants in the area south of the library
- Extensive ivy removal on OPRD property just N of Yachats Ocean Road
- Removal of invasives in the forest north of 4th Street
- Installed a step on the Prospect Trail just N of King Street

Financial Overview - Spent approx \$100 on 2-gallon and 3-gallon buckets and handles for them

Next Steps and Future Plans -

- Continue work on Amanda Trail and sections of the Ya'Xaik Trail
- Continue improvement of the trail section just south of the library

Challenges and Issues -How to make the sidewalk on the E side of the library look like the entrance to a park and trail system

Workgroup: Keeping Yachats Beautiful

Report Date: 10/23/25

Overview of Activities

- Installing a flower bed in front of the Dublin House

Progress and Achievements

- Terracing is complete
- Soil added

Challenges and Issues

- We're all old (70 volunteer hours went into this project so far.)

Financial Overview

- For wood, etc, and soil, it came to \$2,481.49

Next Steps and Future Plans

- After the rains fill in more dirt, if needed, add to the back side of the wood.
- Dublin House will plant and maintain the flower bed.
- Possibly, we'll need to add wood chips after planting.

Requests for Support or Resources

- Not at this time.

Workgroup: Estuary Walkway

Report Date:

Overview of Activities

-

Progress and Achievements

-

Group Goals

-

Recommendations

-

Challenges and Issues

-

Requests for Support or Resources. None

Workgroup: Under Stage Storage @ Commons

Overview of Activities

-

Progress and Achievements

-

Group Goals

-

Recommendations

-

Challenges and Issues

-

Financial Overview

-

Next Steps and Future Plans

-

Requests for Support or Resources

-

Links and documents to review

Grants For Yachats

[Grants For Yachats.docx](#)

Community Spaces and Outreach Tracking Log

[Link for Schedule Spreadsheet](#)

Commons Update:

Sound/ Lighting/ acoustic treatment:

- New sound and lighting systems are currently being installed. Jeremy Russell, the sound engineer, met with Searose Construction and All Electric on October 24 to coordinate the necessary installation work. Most of the work has been completed. Jeremy will return on November 1 to finalize the remaining tasks. He will also be present on November 2 to assist with the set-up for a presentation featuring a speaker, ensure the system is functioning properly, and provide a walkthrough of the new setup, including answering any questions.

Oil Heater Removal:

- Airrow Heating removed the old oil heater from the Multipurpose Room wall on October 16th.

Bathroom Project:

- The permits have been approved, and construction is scheduled to begin the week of November 10th, immediately following the Celtic Festival. Searose Construction will lead the work. The final grant report is due by December 31st at 5 PM.

- **YYFAP Expansion:**

On September 10th, we held a meeting to discuss key aspects of the YYFAP expansion project, including taxes, licensing, and preliminary architectural and engineering costs. Given the financial demands of these early-stage requirements, we are pausing our application for the Child Care Infrastructure Grant. Instead, we will be pursuing a planning grant to cover these initial expenses. This approach would better position us to prepare a strong application for the main infrastructure grant and ensure the expansion is both feasible and sustainable. I am in the process of looking into a planning grant now.

Under Stage Project:

- The under the stage project continues. George will have an update on this project.

Basketball Hoops:

- The basketball hoops have been installed. We were missing the hoop hook tool that is used to pull out and flatten the hoops. This tool has arrived and is stored in my office. Open Gym time for Basketball have been scheduled at the Commons, on Tuesdays and Fridays, from 3:30 pm – 5 pm.

TV Relocation

- I reached out to the primary users of the Multipurpose Room at the Commons to gather feedback on the current placement of the TV. Opinions were mixed regarding whether it should remain in its current location or be moved to another space within the Commons. Alternative locations considered included Room 3, Room 8, and the Civic Meeting Room.
After reviewing the feedback, and consulting the City team, it was decided that Room 3 would be a more suitable location. I'm currently working with NBS to outfit Room 3 as an official conference room, similar to the Civic Meeting Room. The TV and Room 3 will remain available for other uses and events, in addition to the conference room, ensuring the space continues to serve multiple community needs.

Rental Packages and Pricing Update:

- I am working on updating the pricing and rates for the Commons as well as creating rental packages. My hope is to roll out these updates after all supplies arrive and construction is completed. Reference to the Basketball hoops, new sound and lighting, acoustic treatment, removal of old oil tank, and new bathrooms. This will give a seamless transition to the new Commons rental updates.

Supplies

- The Commons supplies have arrived. I ordered matching plate set, bowls, cups, more silverware, cooking utensils, cookware, cutting boards, knives, basketballs, and a MacBook HDMI adaptor. The plate sets were out of stock. Looking into other companies. Once I have these last items, we will have what we need to run proper events like banquets, weddings, etc..

Mouse Problem

- A few mice have entered the kitchen area. Bill's Pest Control temporarily sealed the entry points using steel wool and provided recommendations for long-term repairs to prevent future infestations. I submitted a work order to Public Works to replace two exterior grates where the mice are getting in, fill the holes they've created, and set traps in key areas, including the big band cupboards and the

locked YYFAP cabinet. Public Works will check the traps each morning before the cook and children arrive for breakfast to ensure the space remains safe and sanitary.

New Events Coming to the Commons

- I am working on creating two new, regularly occurring, city events at the Commons. One of the events would be regularly occurring, family movie nights at the Commons. As well as Date Night Cooking Classes. I am aiming to bring these events into existence this Fall/Winter.

Live Music/Fundraising:

- We will be pushing back our live music event to account for the new time frame for the sound and lighting upgrade. To be announced at a later time.

Emergency Sheltering

- We have been actively collaborating with Lincoln County Emergency Personnel, the Red Cross, and FEMA to develop comprehensive plans for emergency sheltering at the Commons in the event of a natural disaster or other emergencies. This includes attending monthly Emergency Preparedness meetings to stay aligned with regional protocols and best practices.
- On September 16th, we all participated in a Shelter Fundamentals Training. A three-hour, introductory course designed to familiarize attendees with the essential roles and responsibilities involved in opening, operating, and closing a disaster shelter. The training is tailored for Red Cross staff, volunteers, and community partners interested in supporting shelter operations.
- On October 9th, the City of Yachats, in partnership with the American Red Cross, conducted a full-scale emergency simulation at the Commons. During this exercise, we declared a mock emergency and activated the Commons as a functioning emergency shelter. The simulation helped test our readiness, identify areas for improvement, and strengthen coordination between city staff and emergency response teams.

Oversight and Management

- I continue to schedule future reservations, conduct walk through, and help with all aspects of events at the commons

Commons' Policy

- The Commons Policy will be updated on the City's website to reflect current rules and regulations.

Documentation

- I continue to seek out grants for the city. I will be updating my Grants for Yachats Live Doc. Link above. I will be creating a spreadsheet that breaks down the grant opportunities according to each phase of the master plan next.
- I am currently updating my Community Spaces and Outreach Tracking Log

Events at the Commons

- Big Band
- Emergency Simulation
- Our Land and Culture
- Mushroom Festival
- Trunk or Treat
- Pacific coast wind ensemble

Grants For Yachats

LLCM:

Grants • Yachats Lions Club: Requesting **\$5,000** to purchase LLCM merchandise to up sale during tourist season to help pay for renovations. Submission deadline: **May 23, 2025.**
Awarded June 10, 2025

2nd phase: Interior remodel: Cultural Development Grant [How to Apply - Oregon Cultural Trust](#)
[Oregon Cultural Trust](#)

FINAL_CDV_FY26_Guidelines.pdf: Next round will open **in Spring of 2026.** We will be requesting the full **\$40,000** for interior remodeling of the LLCM

1:1 matching requirement. Work cannot begin until the grant is awarded.

Objective: Access to Culture: Projects that make culture broadly available Oregonians

Cultural Heritage & Preservation: Projects that invest in Oregon's cultural heritage by recovering, preserving and sharing historic assets and achievements.

Cultural Creativity: Projects that support the cultural and creative expression of Oregonians.

Cultural Capacity: Projects that strengthen cultural organizations by building their stability and generating public confidence.

Inspire!: Small Museum Grant: [Inspire! Grants for Small Museums | Institute of Museum and Library Services](#) We will be requesting the full \$75,000. Submission deadline is November 14, 2025

You must provide funds from non-federal sources in an amount that is equal to or greater than the amount of your IMLS request.

Program Overview: Inspire! Grants for Small Museums is a special initiative of the Museums for America program. It is designed to support small museums of all disciplines in project-based efforts to serve the public through exhibitions, educational/interpretive programs, digital learning resources, policy development and institutional planning,

technology enhancements, professional development, community outreach, audience development, and/or collections management, curation, care, and conservation.

Objectives: Lifelong Learning, Institutional Capacity, Collections Stewardship and Access

21st Century Museum Program: [21st Century Museum Professionals Program | Institute of Museum and Library Services](#) Funding request amount \$100,000-500,000. Submission deadline is November 14, 2025

You must provide funds from non-federal sources in an amount that is equal to or greater than the amount of your IMLS request.

Program Overview:

The 21st Century Museum Professional (21MP) grant program supports projects that offer professional development to the current museum workforce, train and recruit future museum professionals, identify and share effective practices in museum workforce education and training.

Museum Empowered: [Museums Empowered | Institute of Museum and Library Services](#) Funding request amount \$5,000 – 250,000. Submission Deadline November 14, 2025

You must provide funds from non-federal sources in an amount that is equal to or greater than the amount of your IMLS request.

Program Overview:

Museums Empowered is a special initiative of the Museums for America grant program. It supports projects that use the transformative power of professional development and training to generate organizational growth within museums of all types and sizes.

Museums of America: [Museums for America | Institute of Museum and Library Services](#) Funding request amount \$5,000 – 250,000. Submission Deadline November 14, 2025

You must provide funds from non-federal sources in an amount that is equal to or greater than the amount of your IMLS request.

Program Overview:

The Museums for America program supports museums of all sizes and disciplines in strategic, project-based efforts to serve the public through exhibitions, educational/interpretive programs, digital learning resources, professional development, community debate and dialogue, audience-focused studies, and/or collections management, curation, care, and conservation. Museums for America has three program goals:

National Leadership Grants for Museums: [National Leadership Grants for Museums | Institute of Museum and Library Services](#) Funding request amount \$50,000 - 750,000. Submission Deadline: November 14, 2025

You must provide funds from non-federal sources in an amount that is equal to or greater than the amount of your IMLS request.

Program Overview:

National Leadership Grants for Museums support projects that address critical needs of the museum field and that have the potential to advance practice in the profession to strengthen museum services for the American public

Library:

National Leadership Grants for Libraries: [National Leadership Grants for Libraries | Institute of Museum and Library Services](#)

Grants to State Library Administrative agencies: [Grants to State Library Administrative Agencies | Institute of Museum and Library Services](#)

YYFAP: Business Oregon : Child Care Infrastructure Program : Child Care Infrastructure Program : State of Oregon

[English.pdf](#): CCIF Checklist

[CCIF_Program_Guidelines.pdf](#): 3rd round is opening in **Fall of 2025**. We will be requesting **\$2,000,000** in New Construction and/or Major Renovations funds, for the YYFAP remodel, that reflect the Greater Commons Master plan

Pavilion

Commons /Greater Commons Master Plan

Big belly receptacles

| Commons Management | Complete | Notes |
|---|-----------|--|
| Annual User Group Reservation Renewal | Completed | Completed Jan 2025 |
| User Group Waivers | | Most waivers have been returned signed. tracking down remaining unsigned waivers |
| Private Insurance for Private Parties | Completed | Private insurance has been collected and store as both an electronic and hard copy. |
| Revise Commons Rules and Regulations | | In process |
| YYFAP Contract Review | Completed | Contract reviewed. meeting with Kristina Anderson once a month to remain in good standing and on the same page |
| Cameras installalation | | 6 Indoor Camera have been installed. Waiting on 2 outdoor cameras to arrive |
| Darcy Lawrence - Reader Board | | Appointment set for April 9th to go over Reader Board Capabilities |
| Fresh Pickleball Line | Completed | Searose Construction came out and laid fresh pickleball lines |
| Basketball Hoops | | Contacted Steve Cooper, the athletic director of Waldport High School, to see who they hired to put up their basketball Hoops |
| Refunds, City Calendar, and Reader Board Training | Completed | Neal trained me on how to complete refunds through the proper channels, as well as how to transfer scheduled events to the City Calendar and Reader Board. |
| | | |

| Back to back grants | Completed | Amount | Notes |
|---------------------------|-----------|----------|---|
| LCEDG Bathrooms @ Commons | TRUE | \$10,000 | Awarded Feb 14, 2025 |
| Dimond In the Rough LLCM | FALSE | | Gathered history and Supporting Documents. Writing Applications, while waiting for opening date TBA |
| Restore Oregon LLCM | FALSE | | Gathered history and Supporting Documents. Writing Applications, while waiting for opening date TBA |
| Oregon Heratage LLCM | FALSE | | Gathered history and Supporting Documents. Writing Applications, while waiting for opening date TBA |
| Oregon Museum LLCM | FALSE | | Gathered history and Supporting Documents. Writing Applications, while waiting for opening date TBA |
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| Electrical Room | Notes | Completed |
|---|---|------------------|
| Continued waterproofing and dehumidification | Old boiler chimney is leaking. Removing for resiliency grant will resolve the issue. | Done |
| Partitioned off storage space | May allow limited storage. Chain link with padlock.- Not doing, not allowing store for fire code compliance | Not doing |
| Clear out clutter and prep for chimney demo | Farmer's market is moved out. Items remain. Find owners, dispose of trash. Justice from pw is going to clean | Done |
| Replace rusty components | This work will likely tie into the resiliency grant | |
| | | |
| Commons | Notes | Completed |
| Replace N roof | It may make sense to replace this roof portion due to the possibility of uncovering rot during fascia repair. | |
| Fascia | Wait for Civic Campus Plan to CIP budget for | |
| New eave PVC needs to be welded to existing roof | Complete | Completed |
| Paint | Wait for Civic Campus Plan to CIP budget for | |
| East gutter drainage | Water on east side of building drains into the soil next to the foundation. It no longer flows into the vents, but the water should be routed away. Will need a creative solution. | |
| Generator Housing | Wait for Civic Campus Plan to CIP budget for | |
| Generator move? | Wait for Civic Campus Plan to CIP budget for | |
| Generator connector | Scheduling time for an electrician, PUD, and the generator staff to come out to the Commons to complete this project. Power to the Commons will be shut off for the day while the work is being done. | |
| Emergency Shelter | Linn West is reaching out to the Red Cross to get us enrolled in a class for the setup and requirements certification process. | |
| Replace crawl space access door | Door lock is rusted and difficult to open. | |
| Under stage storage system | Geo will share plans soon. | |
| Room 7 | Temporary storage space | |
| Storage | Reduce clutter and efficiently store items. | |
| Heating and cooling system | Wall mounted remotes in each room on order. Civic meeting room and kitchen have fried boards from the storm. Parts delayed in transit. Civic meeting room unit to be repaired 2/6. Adding wall mount remote to each room. UPDATE- Wrong parts sent twice. Repair delayed. UPDATE- Repairs completed. Remotes still need to be installed. UPDATE: 2/12/25 Estimate a Commercial system for the Commons- Coordinate the system with work to the commons identified in the Civic Campus plan | |
| Art Hanging System | Done | Complete |
| Leak in YYFAP office | NW Roofing added caulking and believes this has been resolved. | Completed |
| Find out why the storage closet smells like mold now | Chimney is leaking. There may be leaking roof drainage pipes as well. UPDATE 2/12/25 No more mold smell | Completed |
| Civic room upgrades | LED wafer lights in May Custom desk in July- UPDATE: Lights complete, wait on desk until Civic Campus Master Plan | |
| Library in room 8 | The reduced library opens in room 8 May 29th. Many tasks associated. | Completed |
| Pavilion | Notes | Completed |
| Outlets and lights | Work light over sink. LED pendant lights in center of building. Breakers tripping. | |
| Bird strike decals | Discuss with community/PCC- UPDATE: Pavilion work being done that includes blocking the open eaves | |
| Stain building and picnic tables | Spring- Follow up with Bobbi & Public Works when the building work is complete | |
| Cabinet to store cleaning supplies. Possible additional countertop space. | Rolling cart with supplies and bringing tables out may be a better fit. Need community input. | |
| PERMITTING | We are working with an architect and the building official to bring the building up to code. | Completed |
| City Hall | Notes | Completed |
| Siding | Due to high cost we will need to wait. May replace only fascia and gutters for now. UPDATE: Gutters & Fascia work being done February 2025 | Complete |

| | | |
|---|---|------------------|
| Windows | Glass is ordered. To be installed in February. | Complete |
| Seal front door | Drafts- Wait for Civic Campus Master Plan | |
| Remove maglock system | Find buyer? YYFAP use? | |
| Ramp at front door | Wheelchair ramp directly in front of city hall entrance. Move ada parking spots to ramp location.- Wait for Civic Campus Master Plan | |
| Install antenna | Parts in. Waiting for install date from contractor. Neal sent one of our old radios so they can pre program our new ones before install | Complete |
| Reinstall bike rack | Once ramp is installed for ada access. Bike rack was temporarily removed to allow safer wheelchair access | |
| Tint front windows | Micro dot Newport Sign. Estimate coming soon- Review in Spring 2025 if still needed | |
| Exterior Lights | Light posts and drive thru lights are not working. We have a problem with breaker tripping. Work has started. Light post repair 3/7 | Complete |
| Playground | Notes | Completed |
| Lighting | Led focused lights. 2-4 on perimeter of playground. Programmed to shut off after hours? Bid from Alsea Electric coming soon.- UPDATE: Rosa to follow up 2/12/25 | |
| Sand and paint structures | Paint arrived and we are working on an install date with public works | |
| Install seesaw | Public works will be completing this project soon | Completed |
| Fence treehouse bench stain | Spring | Completed |
| Additional wood chips | | |
| Replace rusted panels on climbing structure | Shipment arrived and we are working on an install date with public works | Completed |
| | | |
| LLCM | Notes | Completed |
| Find lost concept drawings | | |
| Restart the LLCM | | |
| Exhibits | | |
| Volunteer Scheduled | | |
| Track Rehabilitation progress & work | Take photos and send to Bobbi, work with Neal on tracking the schedule of the work being done, report to Bobbi | |
| FOB System | Notes | Completed |
| Program System | | |
| Keyholder list | | |
| Fob assignment spreadsheet | | |
| Commons | Notes | Completed |
| Locking system | Individual code for renters, last 4 digits of renters phone number | |
| Ring Camera | Placed at all Commons doors, Lorraine and Rosa have access to footage | |
| Pavilion | Notes | Completed |
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| City Hall | Notes | Completed |
| | | |

| Master Lock Boxes | Notes | Completed |
|---------------------|--|-----------|
| Change master code | Change Monthly Codes in Maintenance Schedule | |
| Commons Master Keys | Neal has been working with a lock smith to have the locks at the commons replaced. Determining how many Master keys willbe needed for YYFAP staff, Library staff, City Staff, and locked boxes | |

| Work/task/project | Completion Date | Cost | Notes |
|---|-----------------------|------|---|
| MP room back stairs siding | 1/8/2024 | | |
| | Krystal's Completions | | |
| Cover plates for lights in front of stage | 1/9/2024 | | |
| Stage storage cabinets | 1/11/2024 | | |
| Electrical room waterproofing | 12/28/2023 | | Paint on waterproof barrier |
| Electrical room pipe to route water | 1/3/2024 | | One additional pipe to route water through foundation. This brings the total to 3 pipes. |
| Pavilion Sink | 7/13/2023 | | |
| MP projector and screen | 10/18/2023 | | |
| Sound upgrades | 9/24/2023 | | New speakers, mixer, amp, bluetooth, cd player. |
| East MP room lights | 12/15/2023 | | |
| City Hall toilets | 9/28/2023 | | |
| New fire egress maps and max occupancy posted | 2/1/2024 | | Old emergency egress maps were not accurate or oriented the correct way. Max capacity has changes in some spaces. |
| NE Commons channel drain and vent covers | 10/15/2023 | | |
| City Hall front window replacement | 2/15/24 | | The seals were broken |

| Resiliency Grant Plans | Completed | Costs | Notes |
|---|-----------|-------|---|
| Space for solar batteries and inverters | | | Location TBD. Consultants recomend mp room storage closet. Engineer recomends electrical room. |
| Antenna removal | | | To allow for installation of solar panels. |
| Shorten vent pipes | | | To allow for installation of solar panels |
| Chimney removal and repair of building | | | Conduit ran through this location. Removal should happen for safety as well as long standing leaks. |
| | | | |

Vision for the Evolution of the Parks & Commons Commission

As a dedicated group of volunteers committed to supporting our community, we propose a transition from the Parks & Commons Commission to a Community Spaces Commission. This name change will significantly broaden the scope, enabling the group to address community needs and city-owned spaces more effectively.

Definitions

Community Spaces Commission-

Work Session — an informal public meeting where the primary purpose is deliberation and study, so no formal votes are taken or official decisions made during the session.

Subgroup -A subgroup of a commission, consisting of fewer members than what constitutes a quorum, is an informal working group assigned to research and discuss a specific topic in detail. Because it lacks a quorum, this group cannot make official decisions or take binding action; instead, it develops recommendations to bring back to the full commission for formal consideration.

Regular Session - A regular meeting of a public commission is a formally noticed and scheduled gathering at which members convene to conduct official business and make formal recommendations to City Staff and City Council.

Workgroup – a small, focused team of individuals brought together to address a specific task or policy area. These groups report to the City Manager. The City Manager will update the Council or any other Commission as needed on workgroup project progress.

Serial Communication- Under Oregon Public Meeting Law, serial communication occurs when a quorum of a public body deliberates on official business outside of a public meeting through a series of individual contacts, including emails, text messages, or phone calls. These actions are illegal because they effectively create a private meeting, preventing public observation and input into the decision-making process.

Focus Areas for the Commission

We recommend the following areas of focus for the Commission:

1. Implementation of the Greater Commons Master Plan
 1. Identify alternative funding sources, as current Parks funding is inadequate.
 2. Explore potential funding requests through the Capital Improvement Plan (CIP), which begins in January.
2. Development of a Tree Ordinance
 1. This aligns with City Council goals. Members can form a *subgroup* to tackle this initiative, similar to the wetlands signage project.
3. Hanging flower baskets on the city light poles during the summer.
 1. Develop a program and budget for beautification efforts.
 2. Consider *subgroups* of the commission to work on projects like this.
4. Support Commons Coordinator
 1. Any way that is identified by the staff
5. Oregon Main Street Association
 1. *Subgroup* that focuses on the Oregon Main Street Association

Review the Council's Goals for potential projects that the group could support, as applicable.

Meeting Structure

Work Sessions

- Location: Room 3 on the regular meeting day and time.
- Format: These sessions will be publicly recorded to comply with public meeting laws.
- Purpose: Work sessions provide an informal setting for collaboration, discussion, and project development.
 - This time is dedicated to working on the Commission's projects and its *subgroups' projects*.

- Topic Planning: The Commission will plan work session topics at the end of each meeting to ensure members come prepared with research and materials for the next one

Action Items for Work Sessions

- Goal Setting
- Discuss potential funding options, such as System Development Fees or additional taxes, to further Community Spaces' mission.
- Prioritize the next project from the Master Plan to ensure it can secure funding through the CIP.
- Explore community interest in programs, such as an ethnic cooking series and the opportunities above, to determine the logistics involved.
- Propose the placement of Big Belly trash cans in next year's budget, starting with a strategic location. Analyze the need vs cost.

Regular Sessions

- Move to the Council Chambers
- Following the work session, regular meetings will focus on reports from work groups or Commons staff regarding their projects and progress.
 - Examples of workgroups: Trails/YIPs!, Keeping Yachats Beautiful, ADA Restroom, Estuary Walkway, Trolley, and Alternate Fireworks.
- Use this time to ask questions and share insights with workgroup leaders/projects.
- Vote to move recommendations from work sessions to the City staff or the City Council.

This structured approach will foster collaboration and allow us to effectively address community needs, ensuring that our recommendations resonate with both City staff and Council.

PCC Accomplishments

During the last couple PCC meetings several members expressed their opinion that the Commission “wasn’t doing anything”. This sentiment was reported in the Lincoln Chronicle in an article that was reporting on the discussion taking place about the reimagining of our Commission. I’d like to take a moment to correct the record.

For new members, the sentiment that we weren’t doing anything was understandable. Since they joined, the Commission has been focused on rewriting two city policies: the invasive weed ordinance and the PCC governance policy. These discussions could reasonably be interpreted as circular, and not proceeding with conclusive clarity. But these discussions were not doing nothing. We were tasked by the City to revise these policies and we were attempting to do that. These discussions did highlight questions about our purview and weaknesses in the Commission’s structure.

For members that have been part of the Commission for several years, we have a broader perspective of our accomplishments and I’d like to list some of them from just the last couple years, for the record.

Parks

- Helped to organize and participated in the planting of two new pocket parks.
- Researched options for low-impact fencing for the exposed cliff areas of the packet parks, and participated in installing these fences.
- Evaluated needs of the Peace Park and forwarded recommendations.
- Discussed the idea of creating Park Ambassadors that would champion the needs of each City park.
- Evaluated the need for wayfinding signage for Prospect Park and forwarded recommendations.

Commons

- Approved a proposal for improvements for the art hanging system in the Commons, and offered design options.
- Two members participated in a workgroup dedicated to the new bathrooms in the Commons and provided transformative design input.
- Identified the location for new bike racks near the Commons and City Hall.
- Held several onsite evaluations for improvements to the various Commons storage needs and opportunities.

Administrative

- Each year we detailed the budget for the Parks and Commons, and made several attempts to clarify the budget line items.
- Each year we identified, prioritized, and recommended CIP dollars for maintenance and improvement projects.

- The Commission fielded all requests for memorials, and participated in the wording, design, and installation of some of them.
- Received updates from ongoing workgroups such as Trails and Keeping Yachats Beautiful, and discussed their goals and challenges.
- Received updates from the Commons Coordinator and discussed needed maintenance and improvements.

Policy

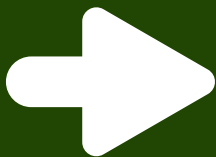
- The Commission took on the arduous task of rewriting the City's Gift and Memorials policy, which was subsequently passed by the City Council.
- The Commission participated in the rewriting of the City's invasive weed ordinance.
- The Commission is currently involved in a discussion to rewrite the governing ordinance for the PCC.

This list of accomplishments is not comprehensive, but this member holds that it serves to demonstrate that we have not been doing nothing. The PCC has been serving its mandate and has the potential, through transformative changes to our structure and purview, that will greatly improve how this Commission serves the City.

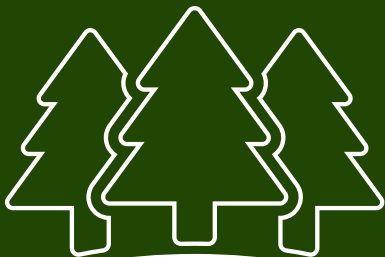


MUNICIPAL PARKING





PROSPECT PARK & TRAIL



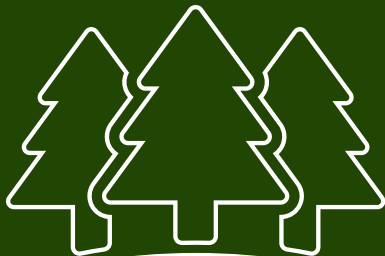


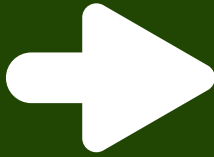
**PROSPECT
PARK & TRAIL**





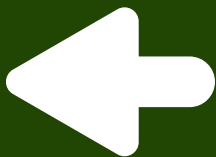
PROSPECT PARK & TRAIL



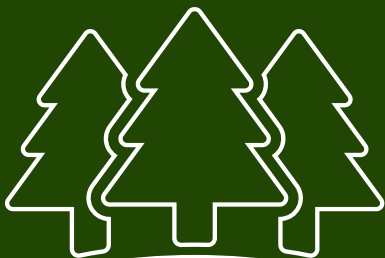


**HORIZON HILL
ROAD**





**KING STREET TRAIL
TO PROSPECT
PARK & TRAIL**





PROSPECT PARK & TRAIL



**DOUGLAS
SPIREA**

EVERGREEN
HUCKLEBERRY

FALSE

LILY-OF-THE-VALLEY

HOOKER'S WILLOW

HORSETAIL

CATTAIL

LADY FERN

RED ELDERBERRY

**RED TWIG
DOGWOOD**

SALAL

SLOUGH SEDGE

SPRUCE

TULE

TWINBERRY

WAPATO

WAX MYRTLE

**WESTERN
CRABAPPLE**

**WESTERN
NINEBARK**

**PROSPECT
PARK & TRAIL**



Peace

Peace



Hi Everyone,

Here is a recap of our meeting with Civil West on the Estuary Walkway & Undergrounding

Underground:

- The transformer is being ordered by CW through CLPUD next week.
- Where the transformer is being placed at the corner of the pub and OVD, there will be storm drain mitigation, a catch basin.
- The solicitation for three bids will take place in November, and work is expected to be completed by the end of the year.
- Current street lights will be removed (2 on the south side of OVD)
- Three streetlights will be added, decorative, similar to those on HWY 101. Locations, between HWY 101 & Ona, between pub & ona, and the corner of Beach St & OVD.

Walkway:

- Final engineer design & RFP will be completed on the 1st of December (workgroup will review when they are received)
- The invitation to bid will go out in the second week of January
- Bids received to review at the City Council in February
- Work to start 3rd week of March
- Lighting will be the under-rail lighting- to be included in the final design
- Composite beams and decking materials, stainless steel railings
- Concrete footings to be poured to beam grade
- Composite color will be included in the contract
- OVD will be closed during construction and open when not actively working
- Closed to pedestrian traffic as well.
- The construction company will work with road closure permits and ODOT
- We will receive an upfront schedule for the whole project and a 2-week detailed look-ahead.
- Once designs are approved, no further changes will be made.

We will meet with the walkway group to review the design, rfp, and contract before they are finalized.

All work with the engineer and contractors will be with City Staff.

Project status, timelines and updates will be shared with PCC & City Council monthly.

Signage:

- The workgroup can begin working on the signage for the boardwalk