



**CITY OF YACHATS
PARK & COMMONS COMMISSION
MEETING MINUTES**

**Civic Meeting Room 1, 441 Hwy 101 N. OR 97498
Tuesday, November 4, 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
Rosa Marchand, Coordinator	

III. Announcements - None

IV. Public Comment - None

V. New Business

- a. The Commission discussed the potential transition from the Parks and Commons Commission to a broader **Community Spaces Commission (CSC)** to better address the full range of city-owned facilities and community needs. Members reviewed possible focus areas, including:
 - Implementation of the Greater Commons Master Plan
 - Development of a Tree Ordinance consistent with City Council goals

- Installation of seasonal hanging flower baskets downtown
- Ongoing support for the Commons Coordinator
- Engagement with the Oregon Main Street Association

Members also discussed establishing regular work sessions for planning and coordination, identifying CIP funding sources, and improving communication among subgroups, City staff, and the City Council.

The Commission agreed to begin drafting a conceptual framework and proposed language for creating a formal Community Spaces Commission.

Motion:	The Motion was made to create a subgroup to draft a one-page recommendation to the City Council regarding the future structure and purview of the Parks & Commons Commission or the proposed Community Spaces Commission (CSC).			
Ayes:	Giroux, Wright, Pravel, and Altson	Nays: 0	Absent:0	Recused: 1 Simans
Passed:	4/0			

The Commission will meet at 2:00 PM for a Work Session (Room 3).
Each commissioner will bring:

- Their Top 5 CIP projects
- A list of goals for the coming year
- Feedback on the draft CSC recommendation

At 3:00 PM, the Commission will reconvene for its Regular Meeting.

- b. Chair Giroux requested that the record reflect that the Parks & Commons Commission has accomplished significant work in recent years, including

Parks projects, Commons improvements, administrative responsibilities, and policy development.

- c. **Goals & CIPs** – The Commission identified several CIP priorities for refinement at the next meeting, including continued Commons facility improvements, completing the Peace Park bench, repairing the Peace Pole, and installing new signage throughout parks and trails. Ongoing major CIP work—such as the boardwalk project—and potential future needs, like reinforcing the trail and sidewalk adjacent to the library after winter erosion, were also noted.

Goals discussed included improving organizational systems and clarifying responsibilities, forming a subgroup to draft a recommendation for the new Community Spaces Commission, and creating a living list of action items to ensure follow-through. Additional goals include strengthening onboarding for new members, clarifying which City spaces fall under Commission purview, revisiting outstanding community proposals (e.g., Sean memorial, Lions Club donation, Big Belly trash receptacles), preserving historical photo identifications, supporting dark-sky messaging, and monitoring trail conditions. Commissioners will bring their top five CIP items and goal lists to the next meeting.

A subgroup consisting of Bobbi Price, George Giroux will prepare a one-page recommendation to the City Council outlining the proposed CSC structure.

Additional discussion addressed the need to clarify the Commission’s scope, including the possible exclusion of facilities such as City Hall and Public Works, and improving onboarding materials for new members.

VI. Reports

- a. Keep Yachats Beautiful – Shelly reported that the group will discontinue structural projects due to limited volunteer capacity, but will continue routine maintenance and seek additional volunteers. Commissioners discussed the feasibility of reinstating downtown hanging flower baskets but agreed to postpone action pending review of watering logistics, costs, and summer drought conditions.
- b. Trails – Members discussed the new library sidewalk and adjacent trail concerns. Due to potential erosion and ongoing construction, the Commission agreed by consensus to defer any trail improvements until after the winter season.

- c. Commons Coordinator –Rosa Marchand submitted a written report detailing maintenance and programming updates. She joined remotely to answer questions and will submit new CIP project proposals for review at the next meeting.

VII. Ongoing Business

- a. Members reviewed the final signage order and confirmed installation plans with Public Works and Commission volunteers. The Commission discussed maintenance needs for the Peace Park bench and further research required to repair the damaged acrylic panel on the Peace Pole.
- b. The boardwalk project timeline was reviewed, and members expressed enthusiasm for the upcoming improvements, including the undergrounding of power lines.

During the general discussion, Commissioners emphasized the need for consistent follow-up on project ideas to prevent loss of momentum. Examples included a proposed memorial for a local rescuer and coordination with the Lions Club for Peace Park improvements.

The Commission agreed to establish better tracking systems, such as a living document for ongoing items, and to assign responsibility for follow-up at each meeting.

Adjourn Parks & Commons Commission Meeting 3:45 pm.

Minutes prepared by Kimmie Jackson, Recorder