

1. 2:00 P.M. Agenda

Documents:

[2025-12-02 Parks And Commons Agenda.docx.pdf](#)

2. Meeting Material

Documents:

[YCSC Draft- Combo Bobbi And Geo.pdf](#)

[2025-11-04 Parks Summary Minutes \(1\).Pdf](#)

[2025-10 Financials.pdf](#)

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

[PCC December Report.pdf](#)



CITY OF YACHATS  
PARKS & COMMONS COMMISSION  
441 Hwy 101 N. Commons  
Yachats, OR 97498  
Tuesday, December 2, 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

**WORK SESSION- Room 3 - 2:00 pm**

**I. Review Commission Evolution**

- A. [Link here to the recommended presentation to city council](#)
- B. Define the Committee's Purpose
- C. Define the Committee's relationship to Council, Staff, Citizens, Workgroups, etc.
- D. Define Sub-Committees
- E. Define the Committee's Purview
- F. Define the Committee's Structure
- G. Suggest possible sub-committees (as examples only)

**REGULAR MEETING- 3:00 pm**

- 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. 2026 Commission Goals
  - b. CIP proposals
  - c. Budget Summary

**VI. Ongoing Business**

- a. Budget Summary
- b. Final signage order
- c. Peace Park bench
- d. Commission Evolution: Vote to Recommend

**VII. Other Business**

- a. From the Commission: Thank you Ron and farewell
- b. From the Staff

## **CITY OF YACHATS ORDINANCE NO. XXX**

### **AN ORDINANCE CREATING YACHATS MUNICIPAL CODE CHAPTER XXX, ESTABLISHING THE YACHATS COMMUNITY SPACES COMMITTEE, DEFINING ITS POWERS AND DUTIES, AND DISSOLVING THE PARKS & COMMONS COMMISSION.**

**WHEREAS**, the City of Yachats recognizes the critical role of community-focused development of its public spaces, including the Greater Commons Area and other city-owned properties; and

**WHEREAS**, the City recognizes that the governing document for the Parks and Commons Commission was created before Yachats adopted the City Manager style of government and is thus outdated in its wording and structure; and

**WHEREAS**, the City Council has reviewed and considered the need to evolve the mandate of the Parks & Commons Commission to better align with the strategic goals of the City and the City Manager form of government; and

**WHEREAS**, it is the intent of the City Council to dissolve the Parks & Commons Commission and create the Community Spaces Committee to serve as a focused advisory body that is community-centric and supportive of City goals;

**NOW THEREFORE**, the City of Yachats ordains that Chapter XXX - Community Spaces Committee is created to read as follows:

### **Chapter XXX Community Spaces Committee**

**§ XXX. Establishment and Purpose.** The City Council shall establish the Yachats Community Spaces Committee (YCSC). The Committee is charged with furthering the goals of the City Council and the City Manager to assure maximum benefit for Yachats citizens and visitors from community spaces with the purpose of recreation, entertainment, education, sustainability, beautification, circulation, and accessibility. The Committee shall serve in an **advisory role** to the City Council and City Manager.

#### **§ XXX. Membership.**

- A. The Committee shall consist of five (5) voting members.
- B. Nomination for membership will be made jointly by the Mayor and the City Manager in consultation with the City Council, and appointed by the City Council for a specified term.
- C. In addition to the membership, the City Manager or an assigned City Staff member shall serve as an *ex officio*, non-voting member.
- D. Members shall receive no compensation for their services.

E. All Committee members must reside in the City, with the exception of one member who may reside outside the City limits within the 97498 zip code region.

F. Members can be removed from the Committee by the City Council for cause.

**§ XXX. Powers and Duties.** The Community Spaces Committee's mission is to promote and support the development, funding, and policy regarding the City's community spaces, with a primary focus on the Greater Commons Master Plan.

The Committee shall perform the following advisory duties:

1. **Master Plan and Policy Advisory:** Serve as an advisory body to the City Council and City Manager on the execution, phased implementation, and community aspects of the Greater Commons Master Plan. The Committee shall collaborate with other City Committees and Commissions to coordinate policy where overlap in responsibilities exists.
2. **Funding Advocacy:** Research, advocate for, and recommend diverse and sustainable funding sources and grants for community spaces and trails. Implementation recommendations will be provided to the Finance Committee during their Capital Improvement setting session for evaluation of the City Budget.
3. **Policy Administration:** Administer Policy No. 5 (Yachats Donation and Recognition Policy) by reviewing proposals and forwarding recommendations to the City Council.
4. **City Goal Support:** Offer goal suggestions to the City Council before their annual goal-setting session and provide support for specific projects assigned by the City Manager that align with established City Goals.
5. **Programming Recommendations:** Advise on the development of robust community programming and activities within the Greater Commons area.
6. **Public Engagement:** Serve as a forum for gathering input from citizens, relevant organizations, and user groups regarding community space use. It also functions as a platform for Workgroups organized under the City Manager to publicly report their activities.
7. **Organization:** The YCSC will hold work sessions during its monthly meetings to review projects it is actively working on. Sub-committees may be formed as needed to support projects and goals. These sub-committees will consist of one or two YCSC members and may include outside volunteers, experts, and advisors.

**§ XXX. Limitations of Power.** The Committee's authority does not extend to the planning of maintenance, construction management, or daily operational work planning for the Yachats Community Library, the Yachats Public Works facility, the interior of City Hall, or private property.

**§ XXX. Dissolution of Parks & Commons Commission.** Upon the effective date of this Ordinance, the Parks & Commons Commission (PCC) is hereby dissolved, and all applicable records and remaining duties are transferred to the Community Spaces Committee. These acts shall be simultaneous with no transition period between the disestablishment of the PCC and the establishment of the YCSC.

**§ XXX. Reporting and Review.** The Community Spaces Committee shall prepare an annual report summarizing its activities, progress toward City Goals, and funding advocacy efforts. This report shall be submitted to the City Council to be used for the State of the City event.

---

**PASSED AND ADOPTED** by the City Council of the City of Yachats on this \_\_\_ day of \_\_, **20**.

Ayes: \_\_\_ Nays: \_\_\_ Abstentions: \_\_\_ Absent: \_\_\_

**APPROVED** by the Mayor this \_\_\_ day of \_\_, **20**.

---

Mayor, Craig Berdie

Attest:

---

City Manager, Bobbi Price

Attest:



**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**

<b>Commission Members</b>	<b>P/A</b>
Ron Simans	<b>P</b>
George Giroux, Chair	<b>P</b>
Adam Altson, Vice Chair	<b>p</b>
John Pravel	<b>p</b>
Dan Wright	<b>P</b>

<b>Staff Members</b>	
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.

<b>Motion:</b>	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).			
<b>Ayes:</b>	Giroux, Wright, Pravel, and Altson	Nays: 0	Absent:0	Recused: 1 Simans
<b>Passed:</b>	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 organisational 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, and Gio will prepare the 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 emphasised 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**

**Commons 100-1020**  
**Monthly Financial Detail Report**  
**OCTOBER 2025**

Printed: 11/10/2025  
 Period: 04  
 Fiscal Year 2026

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	\$ 6,541.92	\$ 3,418.28	\$ 9,960.20	22.13%	
100	1020	304461	Rental Income	\$ -	\$ -	\$ (45.00)	\$ (45.00)	0.00%	
100	1020	304480	Gifts/Donations	\$ 8,000.00	\$ 4,602.90	\$ 693.50	\$ 5,296.40	66.21%	
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%	
			<b>REVENUE</b>	<b>\$ 346,734.19</b>	<b>\$ 173,629.01</b>	<b>\$ 4,066.78</b>	<b>\$ 177,695.79</b>	<b>51.25%</b>	
100	1020	105101	City Manager	\$ 6,481.00	\$ 1,620.28	\$ 540.09	\$ 2,160.37	33.33%	
100	1020	105104	CIP Coordinator	\$ 14,631.00	\$ -	\$ -	\$ -	0.00%	
100	1020	105105	Utility Billing Clerk/CSC	\$ -	\$ 6,961.32	\$ 2,363.14	\$ 9,324.46	0.00%	
100	1020	105109	Administrative Assistant	\$ 13,878.00	\$ -	\$ -	\$ -	0.00%	
100	1020	105110	Water Lead	\$ 526.00	\$ 322.70	\$ 5.90	\$ 328.60	62.47%	
100	1020	105111	Wastewater Lead	\$ 523.00	\$ 26.01	\$ (2.85)	\$ 23.16	4.43%	
100	1020	105114	Utility Worker 2	\$ 320.00	\$ 52.99	\$ 37.88	\$ 90.87	28.40%	
100	1020	105115	Community Spaces Coordinator	\$ 42,840.00	\$ 10,687.70	\$ 3,726.19	\$ 14,413.89	33.65%	
100	1020	105119	Code Enforcer/PW	\$ 2,896.00	\$ 302.19	\$ 289.45	\$ 591.64	20.43%	
100	1020	105121	Utility Field Foreman	\$ 1,412.00	\$ 283.87	\$ 35.13	\$ 319.00	22.59%	
100	1020	105122	Utility Worker 1	\$ 1,200.00	\$ 367.53	\$ 335.10	\$ 702.63	58.55%	
100	1020	105140	Fringe Benefits	\$ 9,021.00	\$ 1,485.29	\$ 522.29	\$ 2,007.58	22.25%	
100	1020	105141	Insurance Benefits	\$ 16,941.00	\$ 6,186.09	\$ 2,165.63	\$ 8,351.72	49.30%	
100	1020	105142	Regular PERS System	\$ 18,636.00	\$ 3,791.42	\$ 1,740.52	\$ 5,531.94	29.68%	
			<b>PERSONNEL</b>	<b>\$ 129,305.00</b>	<b>\$ 32,087.39</b>	<b>\$ 11,758.47</b>	<b>\$ 43,845.86</b>	<b>33.91%</b>	
100	1020	205222	Insurance	\$ 6,695.00	\$ 7,414.84	\$ -	\$ 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	\$ 637.51	\$ 521.67	\$ 1,159.18	55.20%	
100	1020	205252	Utilities	\$ 9,593.02	\$ 2,175.32	\$ 673.10	\$ 2,848.42	29.69%	
100	1020	205260	Contract/Professional Services	\$ 12,000.00	\$ 144.00	\$ -	\$ 144.00	1.20%	
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%	

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1020	205330	Building and Land Maintenance	\$ 45,000.00	\$ 5,337.46	\$ 726.14	\$ 6,063.60	13.47%	
100	1020	205335	Custodial Support/Supplies	\$ 19,426.65	\$ 4,716.60	\$ 2,046.24	\$ 6,762.84	34.81%	
100	1020	205421	Parks/Grounds Maintenance	\$ 8,000.00	\$ 1,333.00	\$ 1,263.38	\$ 2,596.38	32.45%	
100	1020	205439	Comm Support/Beautification	\$ 32,662.47	\$ 9,138.73	\$ 7,767.50	\$ 16,906.23	51.76%	
100	1020	205474	Mowing	\$ 3,500.00	\$ 561.00	\$ 420.00	\$ 981.00	28.03%	
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%	
			<b>MATERIALS AND SERVICES</b>	\$ 160,238.76	\$ 33,658.15	\$ 13,418.03	\$ 47,076.18	29.38%	
			<b>EXPENSE</b>	\$ 289,543.76	\$ 65,745.54	\$ 25,176.50	\$ 90,922.04	31.40%	
			Revenue Total	\$ 346,734.19	\$ 173,629.01	\$ 4,066.78	\$ 177,695.79	51.25%	
			Expense Total	\$ 289,543.76	\$ 65,745.54	\$ 25,176.50	\$ 90,922.04	31.40%	
			<b>NET GAIN/(LOSS)</b>	\$ 57,190.43	\$ 107,883.47	\$ (21,109.72)	\$ 86,773.75	151.73%	

**Commons Reserve 150-1020**  
**Monthly Financial Detail Report**  
**OCTOBER 2025**

Printed: 11/10/2025  
 Period 04  
 Fiscal Year 2026

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%	
			<b>RESOURCE</b>	<b>\$ 511,635.38</b>	<b>\$ 399,135.38</b>	<b>\$ -</b>	<b>\$ 399,135.38</b>	<b>78.01%</b>	
150	1020	407922	Capital Outlay - Improvement	\$ 120,000.00	\$ 11,859.61	\$ 542.00	\$ 12,401.61	10.33%	Oct - All Electric Service \$542
150	1020	407942	Capital Outlay - Buildings	\$ 205,000.00	\$ 38,203.34	\$ -	\$ 38,203.34	18.64%	
			<b>CAPITAL OUTLAY</b>	<b>\$ 325,000.00</b>	<b>\$ 50,062.95</b>	<b>\$ 542.00</b>	<b>\$ 50,604.95</b>	<b>15.57%</b>	
			<b>EXPENSES</b>	<b>\$ 325,000.00</b>	<b>\$ 50,062.95</b>	<b>\$ 542.00</b>	<b>\$ 50,604.95</b>	<b>15.57%</b>	
			<b>Resource Total</b>	<b>\$ 511,635.38</b>	<b>\$ 399,135.38</b>	<b>\$ -</b>	<b>\$ 399,135.38</b>	<b>78.01%</b>	
			<b>Expense Total</b>	<b>\$ 325,000.00</b>	<b>\$ 50,062.95</b>	<b>\$ 542.00</b>	<b>\$ 50,604.95</b>	<b>15.57%</b>	
			<b>NET GAIN/(LOSS)</b>	<b>\$ 186,635.38</b>	<b>\$ 349,072.43</b>	<b>\$ (542.00)</b>	<b>\$ 348,530.43</b>	<b>186.74%</b>	

**Parks & Trails 100-1035**  
**Monthly Financial Detail Report**  
**OCTOBER 2025**

Printed: 11/10/2025  
 Period 04  
 Fiscal Year 2026

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%	
100	1035	314863	Transfer in Visitor Amenity	\$ 35,000.00	\$ 8,750.00	\$ -	\$ 8,750.00	25.00%	
			<b>RESOURCE</b>	<b>\$ 48,881.07</b>	<b>\$ 22,631.07</b>	<b>\$ -</b>	<b>\$ 22,631.07</b>	<b>46.30%</b>	Beginning Balance -Unaudited
100	1035	105101	City Manager	\$ 2,880.00	\$ 720.11	\$ 240.04	\$ 960.15	33.34%	
100	1035	105110	Water Lead	\$ 2,102.00	\$ 178.90	\$ 23.57	\$ 202.47	9.63%	
100	1035	105111	Wastewater Lead	\$ 523.00	\$ 26.01	\$ 22.28	\$ 48.29	9.23%	
100	1035	105114	Utility Worker 2	\$ 320.00	\$ 52.98	\$ 176.15	\$ 229.13	71.60%	
100	1035	105119	Code Enforcer/PW	\$ 2,896.00	\$ 942.83	\$ 359.08	\$ 1,301.91	44.96%	
100	1035	105121	Utility Field Foreman	\$ 353.00	\$ 295.76	\$ 42.71	\$ 338.47	95.88%	
100	1035	105122	Utility Worker 1	\$ 1,200.00	\$ 77.34	\$ 450.98	\$ 528.32	44.03%	
100	1035	105140	Fringe Benefits	\$ 1,094.00	\$ 162.71	\$ 93.84	\$ 256.55	23.45%	
100	1035	105141	Insurance Benefits	\$ 2,055.00	\$ 772.41	\$ 391.48	\$ 1,163.89	56.64%	
100	1035	105142	Regular PERS System	\$ 2,260.00	\$ 534.85	\$ 304.35	\$ 839.20	37.13%	
			<b>PERSONNEL</b>	<b>\$ 15,683.00</b>	<b>\$ 3,763.90</b>	<b>\$ 2,104.48</b>	<b>\$ 5,868.38</b>	<b>37.42%</b>	
100	1035	205214	Marketing	\$ 195.10	\$ -	\$ 825.00	\$ 825.00	422.86%	
100	1035	205222	Insurance	\$ 1,999.00	\$ 2,319.14	\$ -	\$ 2,319.14	116.02%	Annual Property/Liability Renewal FY26
100	1035	205224	Trails Maintenance/Supplies/Services	\$ 7,000.00	\$ 1,189.87	\$ 2,114.33	\$ 3,304.20	47.20%	
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	\$ 179.03	\$ 244.51	12.23%	
100	1035	205474	Mowing	\$ 3,288.71	\$ 1,606.00	\$ 1,066.00	\$ 2,672.00	81.25%	
100	1035	205475	Tree Removal/Trimming	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
100	1035	208000	Operating Contingency	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%	
			<b>MATERIALS AND SERVICES</b>	<b>\$ 25,998.33</b>	<b>\$ 5,213.06</b>	<b>\$ 4,184.36</b>	<b>\$ 9,397.42</b>	<b>36.15%</b>	
			<b>EXPENSE</b>	<b>\$ 41,681.33</b>	<b>\$ 8,976.96</b>	<b>\$ 6,288.84</b>	<b>\$ 15,265.80</b>	<b>36.63%</b>	
			<b>Resource Total</b>	<b>\$ 48,881.07</b>	<b>\$ 22,631.07</b>	<b>\$ -</b>	<b>\$ 22,631.07</b>	<b>46.30%</b>	
			<b>Expense Total</b>	<b>\$ 41,681.33</b>	<b>\$ 8,976.96</b>	<b>\$ 6,288.84</b>	<b>\$ 15,265.80</b>	<b>36.63%</b>	
			<b>NET GAIN/(LOSS)</b>	<b>\$ 7,199.74</b>	<b>\$ 13,654.11</b>	<b>\$ (6,288.84)</b>	<b>\$ 7,365.27</b>	<b>102.30%</b>	

# Parks & Trails Reserve 150-1035

## Monthly Financial Detail Report

### OCTOBER 2025

Printed: 11/10/2025  
 Period: 04  
 Fiscal Year 2026

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Beginning Balance - Unaudited
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%	
			<b>REVENUE</b>	<b>\$ 621,017.45</b>	<b>\$ 321,017.45</b>	<b>\$ -</b>	<b>\$ 321,017.45</b>	<b>51.69%</b>	
150	1035	105110	Water Lead	\$ -	\$ 151.62	\$ 151.62	\$ 303.24	0.00%	
150	1035	105140	Fringe Benefits	\$ -	\$ 10.89	\$ 10.87	\$ 21.76	0.00%	
150	1035	105141	Insurance Benefits	\$ -	\$ 33.02	\$ 33.35	\$ 66.37	0.00%	
150	1035	105142	Regular PERS System	\$ -	\$ 41.79	\$ 47.91	\$ 89.70	0.00%	
			<b>PERSONNEL</b>	<b>\$ -</b>	<b>\$ 237.32</b>	<b>\$ 243.75</b>	<b>\$ 481.07</b>	<b>0.00%</b>	
150	1035	407922	Capital Outlay - Improvement	\$ 350,000.00	\$ -	\$ -	\$ -	0.00%	
150	1035	407942	Capital Outlay-Infrastructure	\$ -	\$ 6,993.75	\$ 757.46	\$ 7,751.21	0.00%	Oct - Civil West Engineer \$757.46
			<b>CAPITAL OUTLAY</b>	<b>\$ 350,000.00</b>	<b>\$ 6,993.75</b>	<b>\$ 757.46</b>	<b>\$ 7,751.21</b>	<b>2.21%</b>	
			<b>EXPENSE</b>	<b>\$ 350,000.00</b>	<b>\$ 7,231.07</b>	<b>\$ 1,001.21</b>	<b>\$ 8,232.28</b>	<b>2.35%</b>	
			Resource Total	\$ 621,017.45	\$ 321,017.45	\$ -	\$ 321,017.45	51.69%	
			Expense Total	\$ 350,000.00	\$ 7,231.07	\$ 1,001.21	\$ 8,232.28	2.35%	
			<b>NET GAIN/(LOSS)</b>	<b>\$ 271,017.45</b>	<b>\$ 313,786.38</b>	<b>\$ (1,001.21)</b>	<b>\$ 312,785.17</b>	<b>115.41%</b>	



## **City of Yachats Workgroup Report- November 2025 - DUE November 25**

### **Workgroup: Trails/YIPS**

Report Date: 11/22/2025

#### Progress and Achievements -

- Removed invasives in various parts of town
- Repaired trail between King Street and Horizon Hill Road
- Trimmed vegetation and removed invasives in Peace Park

Financial Overview - spent several hundred \$\$ on materials for repairs

#### Next Steps and Future Plans -

- Continue making repairs to sections of Amanda and Ya'Xaik Trails
- Connect trail S of library with a "trail" around the library

#### Challenges and Issues -

- How to create a pleasing trail experience around the library and find a way to let people know they are at the entrance to the Commons park and trail system.
- Figure out how to move materials, tools, etc. before and during work sessions when Bob no longer has a truck.

### **Workgroup: Keeping Yachats Beautiful**

Report Date: 11/22/25

#### Overview of Activities

- Weeded 11/19 & 11/21 between 3rd and 4th

#### Progress and Achievements

- 5 volunteers showed up on 11/19 and 6 on 11/22. Total of 11 hours.
- Completed with weeding and trimming plants
- Have 3 new people adopting flower beds. One is on the east side of the sidewalk in front of Dublin House. Another is a young couple adopted the vacant lot of the north side of the Dublin House.

### Challenges and Issues

- Following up with 2 people that are not maintaining their flower beds.
- Both are not responding to my emails. Will try calling or texting.

### Financial Overview

- 

### Next Steps and Future Plans

- Would still like to look at the Christmas tree area after the Christmas tree is gone.

### Requests for Support or Resources

- Would like to purchase a few more galvanized signs for the adopted flower beds. I've run out and need for the new people that have adopted the beds.
- Is it possible to store the vest for KYB in the trails storage area? Also have possible tools that trails may want with us cleaning out to move.

### **Workgroup: Estuary Walkway**

Report Date: Nov. 25th

### Overview of Activities;

- In the post grant implementation planning.
- Interpretive signage development

### Progress and Achievements

- Engineering on schedule
- When engineer plans are submitted, bobbi will contact workgroup about a meeting and staff about a review meeting
- Reviewed prior meeting on interpretive signs and made a suggestion as to where the signs should go and an adjustment to the boardwalk width where the signs will be located for City Manager's consideration.
  - Estuary wildlife
  - Trails map and history of Trails / YIPS Workgroup
  - Indigenous fishing in estuary and river
- CTCLUSI and CTSI cultural staff agreed to supervise interpretive sign on local Indigenous fishing
- View the Future Executive Committee approved part of their funding for the walkway be used to pay for other three interpretive signs
- View the Future wrote a grant application that in part will provide QR codes on the signs for Spanish translation and for the visually impaired

### Group Goals

- Focus on development of interpretive signage for the walkway project
-

#### Recommendations

- Bob will edit Janne's rough draft of Indigenous fishing
- Will have a workgroup staff meeting when engineering plans are submitted in Dec.

#### Challenges and Issues

- .None

#### 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

-

## PCC December Report

- **Bathroom Project:** Phase 1: Consists of building two ADA Restrooms in room 7. This phase has begun. The framing for the restrooms has been completed, and the doors have been etched out for framing.
- **YYFAP Expansion:** It was determined that the cost of preliminary architectural and engineering work would be too high to proceed. 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.
- **Acoustic Treatment:** The acoustic treatment for the Multipurpose Room at the Commons was evaluated, but the cost exceeded the current fiscal year's budget capacity. It has been determined that this expense will be deferred and included in next fiscal year's budget planning
- **Sound and Lighting:** The New Lighting system has been installed. It is operational through a tablet and lighting board. The Speakers and Subwoofer have been installed. We are waiting for the shipment of Controls to continue the work on the Sound system.
- **Emergency Shelter:** Current Focus: Collecting and organizing essential shelter supplies. Developing binders with operational procedures and volunteer guidelines. Creating clear documentation and signage for shelter areas.
- **Generator:** The generator would need to be transferred from Public Works to the Commons, and the one that is already at the Commons will be transferred to City Hall. The breaker panel at the Commons is corroded and must be replaced before the generator can be installed there. The work will be extensive and costly, requiring us to apply for a grant and get on a wait list for repair work. In the meantime, I plan to go through the commons and mark each line that is currently attached to the Generator.
- **Room 3:** 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.
- **Commons Supplies/Rental Packages/ Pricing update:** in progress, with plans to be implemented at the begin of the year, after construction and updates.
- **Live music Fundraising:** TBA
- **Updating reservation Accounts:** In Progress

