

1. Agenda

Documents:

[PC_AGENDA_03-15-18.PDF.PDF](#)

2. Meeting Materials

Documents:

[FINANCIAL REPORT FEB 2018 - 3-15-18.PDF](#)
[TRAILS REPORT MARCH 2018 - 3-15-18.PDF](#)



CITY OF YACHATS

PARKS & COMMONS COMMISSION REGULAR MEETING

441 Hwy 101 N., Yachats Commons, Room 1

Thursday, March 15, 2018 at 3:00pm

- I. Call meeting to order
- II. Approve Minutes of February 15, 2018
- III. Reports
 - A. Facilities Manager
 - B. Yachats Trails Committee
 - C. Friends of the Commons
 - D. Year to date Revenues and Expenses
- IV. Business
 - A. South Yachats Entrance Sign DISCUSSION / VOTE
- V. Other Business
 - A. From Commission
 - B. From the floor

Commission meets the third Thursday of each month.

Next meeting: Thursday, April 19, 2018 at 3:00pm

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: 3/12/18

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
R E V E N U E S						
3-30-4335	RENTS AND FEES	26,000	1,490.50	13,799.83	12,200.17	53
3-30-4460	CITY HALL RENTAL INCOME	17,800	--	17,800.00	--	100
	REVENUE	43,800	1,490.50	31,599.83	12,200.17	72
3-60-4860	GENERAL FUND SUPPORT	71,500	--	71,500.00	--	100
3-60-4864	VISITOR AMENITIES SUPPORT	23,800	--	23,800.00	--	100
	OPERATING TRANSFERS	95,300	--	95,300.00	--	100
T O T A L D E P T 124 R E V E N U E		139,100	1,490.50	126,899.83	12,200.17	91
E X P E N S E S						
5-10-5160	ALLOCATED LABOR	31,400	3,233.58	26,875.78	4,524.22	86
	PERSONNEL SERVICES	31,400	3,233.58	26,875.78	4,524.22	86
5-20-5222	INSURANCE	4,500	--	5,375.64	875.64	119
5-20-5240	OFFICE MATERIALS/SUPPLIES	400	--	129.13	270.87	32
5-20-5251	OFFICE PHONE/CELL/DSL	2,800	24.62	749.22	2,050.78	27
5-20-5252	OFFICE UTILITIES	6,500	565.62	3,501.53	2,998.47	54
5-20-5260	PROFESSIONAL SERVICES	36,000	3,000.00	25,300.00	10,700.00	70
5-20-5317	TOOLS & SMALL EQUIPMENT	500	28.77	28.77	471.23	6
5-20-5330	BUILDING OR LAND MAINTEN	14,000	1,271.79	7,349.66	6,650.34	52
5-20-5335	CUSTODIAL SUPPORT/SUPPLY	11,500	122.71	8,764.36	2,735.64	76
5-20-5490	MATERIALS/SERVICES OTHER	500	--	205.93	294.07	41
	MATERIALS AND SERVICES	76,700	5,013.51	51,404.24	25,295.76	67
5-50-5800	CONTINGENCIES	4,000	--	--	4,000.00	0
	OTHER USES	4,000	--	--	4,000.00	0
5-60-7126	INTERFUND TRANS: CAP RSRV	27,000	--	27,000.00	--	100
	INTERFUND TRANSFERS	27,000	--	27,000.00	--	100
TOTAL PERSONAL SERVICES		31,400	3,233.58	26,875.78	4,524.22	86
TOTAL MATERIAL. & SERV		76,700	5,013.51	51,404.24	25,295.76	67
TOTAL CAPITAL OUTLAY		31,000	--	27,000.00	4,000.00	87
TOTAL ALL OTHER		139,100	8,247.09	105,280.02	33,819.98	76
T O T A L D E P T 124 E X P E N D I T U R E						

3/05/18
9:05 AM
YI JUDY
FUND-240 CITY AMENITIES
DEPT-125 PARKS

CITY OF YACHTS
REVENUE/EXPENDITURE REPORT
2/01/18 THRU 2/28/18

PAGE 27
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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
R E V E N U E S						
3-30-4335	RENTS OR FEES	3,000	--	27.00	2,973.00	1
	REVENUE	3,000		27.00	2,973.00	1
3-60-4860	GENERAL FUND SUPPORT	6,600	--	6,600.00	--	100
3-60-4863	VISITOR AMENITIES SUPPORT	20,000	--	20,000.00	--	100
	OPERATING TRANSFERS	26,600		26,600.00	--	100
T O T A L DEPT 125 R E V E N U E		29,600		26,627.00	2,973.00	90
E X P E N S E S						
5-10-5160	ALLOCATED LABOR	3,600	--	401.19	3,198.81	11
	PERSONNEL SERVICES	3,600		401.19	3,198.81	11
5-20-5224	TRAILS SUPPLIES/SERVICES	20,000	344.30	4,353.95	15,646.05	22
5-20-5421	PARKS/GROUNDS MAINTENANCE	6,000	1,007.10	7,808.98	1,808.98	130
	MATERIALS AND SERVICES	26,000	1,351.40	12,162.93	13,837.07	47
	TOTAL PERSONAL SERVICES	3,600		401.19	3,198.81	11
	TOTAL MATERIAL & SERV	26,000	1,351.40	12,162.93	13,837.07	47
	TOTAL CAPITAL OUTLAY					0
T O T A L DEPT 125 E X P E N D I T U R E		29,600	1,351.40	12,564.12	17,035.88	42
T O T A L FUND 240 R E V E N U E		214,800	2,070.50	326,883.72	112,083.72	152
	FUND PERSONAL SERVICES	36,800	3,233.58	27,996.31	8,803.69	76
	FUND MATERIAL & SERV	133,800	7,887.97	81,861.52	51,938.48	61
	FUND CAPITAL OUTLAY					0
	FUND ALL OTHER	39,200		35,200.00	4,000.00	90
T O T A L FUND 240 E X P E N D I T U R E		209,800	11,121.55	145,057.83	64,742.17	69
	FUND PRIOR BALANCE	190,876.94				
	NET FUND BALANCE	181,825.89				

TRAILS COMMITTEE – Parks and Commons report – March 15, 2018

YIPS! (2/17/2018) – Cancelled due to inclement weather.

Trails (3/3/2018) – Braving light rain, volunteers accomplished three tasks: minor repairs were made to the Amanda Trail across from Windy Way; protective bark mulch was spread around new plantings at the Prospect Garden; and minor trimming and removal of invasives was accomplished at the Whale Tail Park. Other than ongoing weeding and maintenance, work at Prospect Garden is now essentially complete. With the recently built fence and all the new plantings, the garden is now a real asset to the city. After the work session the crew retired to the Drift Inn for refreshments compliments of Linda Hetzler.

Three Rivers Foundation Grant – On February 22, View the Future was awarded \$2000 (\$500 above the amount requested) to replace the information box on the Amanda Story at the Amanda Gathering Area with two steel-framed interpretive signs similar to the five already installed. The City of Yachats Trails Committee and CTCLUSI are partners on this project.

NEA Event – Joanne along with Doc Slyter, Tribal Council member and Tribal flutist of the CTCLUSI, gave their Powerpoint presentation for the NEA event at the Eugene Library, preceded by drumming and peppered with Doc's playing. Attendance was about 75 with at least 6 Tribal members in attendance, including the Chief of the CTCLUSI; their feedback was positive. The next day, the *Amanda Transcending* play was performed for an audience of about 150; the response was very emotional and positive.

National Trails Day, June 2nd – Planning will start soon with Kraig Lindelin, Trails Coordinator with the SNF, for a trail or invasive weed project for our 7th National Trails Day Event.

Finishing the Oregon Coast Trail – At the request of Dennis Comfort, Coast Manager for OPRD, Joanne and was contacted by Greg Wolf of the Association of Oregon Counties. The AOC has been given the task of helping OPRD solicit aid from local stakeholders to help with closing the gaps in the OCT as mandated by the state legislature. Joanne teleconferenced with Greg who also met with Lauralee and Loren.

City Manager Meeting (3/9/2018) – All 5 Trails Committee members met with Shannon for 3/9 to introduce ourselves and to talk about what we do, why we do it, and how we do it.

Amanda Creek Bridge – Geo-tech sampling was done to test for soil stability. The current plan is to build two double truss fiberglass bridges. One will be approximately 70 feet, starting at the top of the bottom set of steps on the north side of the Amanda Creek and ending on a 10-foot tall gabion-like structure on the Kittel property. A second 130-foot+ bridge will extend south from that gabion, crossing Amanda creek with its south terminus being back on the Amanda Trail about 15-20 feet above the Creek area approximately 100 feet west of the former bridge site. Preliminary concept plans have been drawn up by Creative Pultrusions Inc, a division of E. T. Techtonics who manufactured the last bridge. If this project moves forward, the actual building of the bridge will be contracted out. Site preparation will involve the Job Corps and, possibly, the Trails crew. OPRD will perform a new survey and new easement agreement will be drawn up with the landowner, Joanne; it may include the Amanda Gathering area as well.

Circle Trail Update (3/9/2018) – Lauralee wrote and submitted a grant application requesting \$3000 from the Siletz Tribal Fund to help with the purchase of exercise equipment for the Circle Trail.