

CITY OF YACHATS

PARKS AND COMMONS

February 16, 2017

Minutes

The February 16, 2017 meeting of the Parks and Commons Commission was called to order by Vice-Chair Lauralee Svendsgaard at 3:00pm in Room 1 of the Yachats Commons. Members present: Lauralee Svendsgaard (Vice-Chair), Ruth Bass, Scott Gordon, W. John Moore, Derek Ojeda, Dean Shrock. Absent: none. Also present: Building Manager Leon Sterner.

I. Minutes

Minutes from January 19, 2017 meeting not yet available for approval; will approve at March meeting.

II. Business

A. Applicants for Commission Vacancy

1. Michael Hempen - 25+ years visiting area; 3 years as local resident; worked with YIPS and Trails groups; sales and massage experience.
2. Monica Ihnat - 29 years in area; retired; aware of importance of Commons facility and works of Trails Committee to Yachats; 16 years work experience with Jobs Corps.

Commission asked applicants to step outside while they deliberated. In executive session, members voted to recommend Michael Hempen to the City Council to fill the open seat on the Commission.

B. Recommend changes to membership of Commission

Parks and Commons has only one of seven spots for member who lives outside city limits. Suggestions made to increase at-large (outside city) membership from one to two and/or increase total membership from seven to eight or nine. The members agreed they would like to create second at-large seat on the Commission. Svendsgaard will talk to City Administrator Davies about how to proceed.

C. Election of Chair

Svendsgaard asked for nominations. Commissioner Ojeda nominates Commissioner Moore. No other nominattions are made. Motion to approve Moore: Aye - 6; No – 0.

Moore raises question of whether the Vice Chair needs to be elected. Svendsgaard thinks Vice Chair was previously elected. Someone suggests Svendsgaard and states, "All in favor:" Aye - 5; No – 0; Abstain – 1 (Svendsgaard because she is under consideration)

III. Reports

A. Review of Capital Improvement Projects

1. Ball Field

Commissioner Moore (Finance Committee liaison) reported that in order to fund the

1 Highway 101 improvements, the Finance Committee deferred funding for all Parks and
2 Commons projects except for \$2,500 for the ball field for the 2017-2018 fiscal year.
3 Administrator Davies has asked each Commission to review projects to identify ones
4 that could be deferred.

5
6 Regarding the ball field, Building Manager Leon Sterner reported Dave Baldwin has
7 concluded that between tire tracks and mole holes, the field is unsafe to play sports on.
8 Commissioners agreed it is desirable to get the field usable.

9
10 Svendsgaard suggested a subcommittee be formed to assess best ways to spend the
11 \$2,500 to get the field usable. Svendsgaard will coordinate setting up subcommittee.
12 Svendsgaard asked members to tell persons interested in helping with the field to
13 contact John Moore.

14
15 Motion to keep the \$2,500 for the ball field: Aye - 6; No - 0.

16 17 **2. Future CIPs**

18 Commissioner Moore reported the future CIP projects slated for 2018-2019 are:

- 19 New roof for Commons - \$30,000
- 20 Community Garden – 13,000
- 21 Entry portal, first of four years of support – 22,500
- 22 Fire circle – 5,000
- 23 Native American Court – 5,000
- 24 Main entry improvements – 26,000

25
26 Svendsgaard asked Moore to work with Friends of the Yachats Commons Chair Rose
27 Valentine on collaborating on implementing future CIP works. Svendsgaard would like
28 to see more interaction in general with FOYC.

29 30 **B. Commons User Support Management**

31 Sterner reported:

- 32 1. The first Sunday Movie Night was enjoyed by those who attended. The
- 33 Friends have obtained a license for \$500 to show movies as long as tickets are
- 34 not sold. The first round of movies will feature vintage dance and music films.
- 35 2. Sterner is working with Administrator Davies and Public Works to repair the
- 36 north gutters.
- 37 3. The goal is to have LED lights in Room 8 and Multipurpose Room by the start
- 38 of the Quilt Show in March.
- 39 4. 100 feet of pipe and drape have been acquired and are available for future use
- 40 5. Alsea Bay Granite and Flooring will be installing new carpet in hallways and
- 41 Civic Meeting room. Materials will be low VOC and “green.”

42
43 Sterner’s written report is included with Agenda packet in Document Library.

44 45 46 **C. Friends of the Yachats Commons**

47 Valentine reported Ellis Lampman has resigned as Farmer’s Market Manager. Ron Vil
48 will be Lampman’s replacement. Valentine will be meeting with Vil and Lampman to go
49 over working arrangements.

50
51 FOYC consulted arborist about trees around Commons building. Trees need three feet

1 diameter cleared area around trunks (specific to shore pines in front of building). Sterner
2 suggested asking Trails Crew to add bark chips and to lessen dirt compaction around
3 tree bases. Bass noted a dangerous branch just north of 501 Building that arborist
4 should remove if/when he returns. Sterner reported ODOT will be dealing with that tree
5 as it is in their right of way.
6

7 Svendsgaard reported vendors are pleased with recent changes to management of
8 booths. Valentine reported local businesses around Farmer's Market are pleased with
9 recent changes in selling policies (local shop owners had complained that vendors were
10 selling more gift items than farm items without having to get a business license).
11 Commissioner Bass reported some visitors get a late start on the day and cause a rush
12 near closing time.
13

14 FOYC has written a grant for 14 new round banquet tables, 10 stand-up cabaret tables,
15 and 50 folding chairs for the 501 Building. The folding chairs will reduce the need to
16 transport chairs between the Commons and 501 buildings.
17

18 Revenues and Expenditures YTD: reports are not ready at this time.
19

20 **D. Yachats Trails**

21 Yachats Trails Chair Bob Langley reported:

- 22 1. Volunteer hours need to be adjusted from 210 to 240.
- 23 2. First Responder list has been created. These people will respond to fallen
24 trees and branches as needed.
- 25 3. Trails Committee is assessing how much regular maintenance they will do of
26 areas along Hwy 101. The Crew is amenable to taking care of situations
27 such as "widow makers" along the highway but would prefer to not do general
28 landscaping for the City.
- 29 4. Trails Committee met with representative from State Parks. State Parks have
30 some funds for 804 Trail maintenance. The two groups are negotiating
31 responsibilities for maintaining the 804 Trail.
- 32 5. National Trails Day is June 3. Trails Committee wants to emphasize the
33 importance of volunteerism.
- 34 6. The Trails Committee has two proposals for the Amanda Bridge replacement.
35 The decision about which to use will depend on geo-tech analysis. The
36 FEMA funds must be spent by August so this work will be contracted out.
- 37 7. The Fire Department will train leaders on the Trails Crew in first aid and using
38 the first aid kits.
- 39 8. The ivy on the north end of Prospect Park is problematic. One possibility is to
40 construct a fence. The Committee wants guidance on working with the
41 property owner to achieve goals. Svendsgaard suggested setting up a
42 meeting with Rick Schultze, the land owner. Attempts to manage the issue
43 through Don Niskanen have not been successful. Svendsgaard instructed
44 Langley to talk to Manager Davies on how to proceed. At least one person
45 from the Commission and one person from the City should be present at the
46 meeting.
47

48 City is in discussion with State Parks to take over management of State Parks within city
49 limits. Svendsgaard suggested Parks and Commons and the Trails Committee be
50 represented at discussions and negotiations. Svendsgaard will follow up with Manager
51 Davies.

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3 **IV. Other Business**

4 **A. From the Commission**

5 There will be a State of the City address on April 9. The Mayor has asked that each
6 Commission give a brief report on their duties.
7

8 **B. From the Floor**

9 1. Sterner reported he will be giving a talk to Jobs Corps on leadership.

10 2. Sterner reported the FOYC is sponsoring an opportunity for local artists to create
11 banners for the light posts on Hwy 101. The banners will be auctioned off at the end of
12 the summer.

13 3. Applicant Hempen was instructed to meet with the City Council to formally approve his
14 position on the Commission.
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16 Meeting Adjourned 4:20pm
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19 **Next Meeting: Thursday, March 16, 2017 at 3:00pm**
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23 _____
24 Vice Chair, Lauralee Svendsgaard

_____ Date

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28 Minutes prepared by H.H. Anderson, February 21, 2017