1. Agenda

    Documents:

        PC_AGENDA_08-17-17.PDF.PDF

2. Meeting Materials

    Documents:

        PARKS AND COMMONS MINUTES - 8-17-17.PDF
        COMMONS FACILITY SUPPORT REPORT -8-17-17.PDF

CITY OF YACHATS

PARKS & COMMONS COMMISSION
REGULAR MEETING

441 Hwy 101 N., Yachats Commons, Room 1

Thursday, August 17, 2017 at 3:00pm

I. Call meeting to order

II. Approve Minutes of July 20, 2017

III. Reports
- A. Commons User Support Manager
- B. Year to Date Revenues and Expenses Report
- C. Yachats Trails Committee
- D. Friends of the Commons

IV. Business

A. Evans/Betz	VOTE
B. Public Restroom	DISCUSSION / VOTE
C. Men's Room – replacement of urinals	DISCUSSION / VOTE
D. Contract between City and Friends of the Commons	DISCUSSION / VOTE
E. Cleanup after eclipse?	DISCUSSION

V. Other Business
- A. From Commission
- B. From the floor

Commission meets the third Thursday of each month.

Next meeting: Thursday, September 21, 2017 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: August 14, 2017

CITY OF YACHATS

PARKS AND COMMONS COMMISSION
REGULAR MEETING
July 20, 2017
Minutes

Chair John Moore called to order the July 20, 2017 meeting of the Parks and Commons Commission at 3:01 pm in Room 1 of the Yachats Commons. Members present: John Moore, Michael Hempen, Scott Gordon, Linda Johnson, Derek Ojeda. Absent: Ruth Bass. Audience: 2.

I. Minutes

Commissioners noted they were not able to access the minutes from the document library. Commissioner Ojeda moved to approve the minutes of the June 15, 2017: Aye – 6; No – 0.

II. Reports

A. Commons User Support

User Support Leon Sterner thanked Commissioner Johnson for attending the last Friends of the Commons meeting. Sterner summarized his report included in the meeting packet. He highlighted staff were happy with the new by-donation form; the 50/100 celebration was a great event; and the locksmith indicated it would cost several thousand to have a door that locks between the multi-purpose room and the central hallway. Moore asked Sterner if it was necessary to have that door be openable from the inside and suggested consulting with the fire chief. Sterner noted the planks in the multi-purpose room floor have started separating due, to motion on the floor (like exercise class). He is looking into remedies.

B. Year to Date Revenues and Expenses Report

Commissioners noted they had not seen the reports due to issues with the document library.

C. Yachats Trails Committee

Trails Crew Chief Loren Dickenson referred to his report in the meeting packet. Michael and Debbie Hempen offered their house for a Trails retreat, where they decided the 804 South section was the highest priority. Joanne Kittel, Wally Orchard, and Dickenson met with representatives from State Parks and the county to assess status and needs for the 804 development. Hempen asked about a timeline for the needed work. Dickenson indicated the discussion of paving of the County road portion from 2nd Street to 7th Street will start August 2.

D. Friends of the Commons

Friends President Rose Valentine reported the LED project grant application would be delayed until the next cycle, as the grant writer was busy. They are discussing a joint grant project with One of Us Productions. Dickenson and Sterner noted the 50/100 Celebration conflicts with the Trails Picnic.

III. Business

A. Public Restroom

Moore summarized the history of discussions on outdoor public restrooms, and wanted to give Commissioners “hard” information on options for a structure. Moore reported he talked to City

Planner Lewis about the installation of public restrooms in Waldport. In 2009, one cost $23,229 for the kit and $31,333 total, including labor. The other was stick built in 2012 for $47,363.

Moore provided Commissioners with an example facility, noting the potential location of where the current portable toilet is located. He noted the design could be consistent with the styles of the picnic shelter and The Commons siding. Moore estimated the total cost to be $50,000.

Shrock asked who would clean the facility. Moore suggested the City Manager could renegotiate the janitorial contract for The Commons. Shrock noted the State Park restrooms self-lock in the evening. Shrock was also concerned about the cost. Commissioners discussed funding opportunities. Hempen believed the project is very appropriate for the city at this time. Gordon liked the idea and stressed the location is important, especially around being able to maintain the facility. Johnson was concerned about the maintenance. Ojeda wanted to get more information from Waldport about their experiences with their restrooms.

Shrock suggested an enclosed shed for portable toilets and suggested they might be able to build that with volunteer labor if it were under the $10,000 amount for requiring sealed bids.

Moore reported Friends were enthusiastic about the project and asked Valentine if a $10,000 contribution was reasonable. Valentine did not have a specific amount for a commitment.

All commissioners indicated support of pursuing the project. Gordon, Hempen and Moore expressed interest in developing a plan and will meet as a committee. Several commissioners wanted to present the idea to Dave Riesick, who designed the wetlands park.

B. Friends of the Commons Retreat

Moore reported he attended the Friends of the Commons retreat. Moore got the impression the Friends wanted the support of the Parks and Commons Commission on several projects.

C. LED Lights for the stage in multi-purpose room

Johnson asked if the Friends already had the money for the installation. Valentine indicated they are applying for grants.

Johnson moved to recommend the Friends purchase LED stage lighting: Aye – 6; No – 0.

D. Lighting by Stairs by NE corner Commons

Moore explained the lighting on these stairs is inadequate, suggested they have a light at each of the four posts, rather than on just two that exist now. Sterner noted the existing lights were installed by the City, and suggested the City might better handle the addition of more lighting.

Hempen moved to recommend the Friends add more lighting to the NE corner stairs at the Commons: Aye – 6; No – 0.

IV. Other Business

A. From the Commission

Johnson will attend the Aug. 8, 2017 Friends meeting; Shrock will attend the Sept. 12 meeting.

Shrock asked for instructions on how to access the online documents for the meeting, as he believed there is a button that is not working properly. Moore described the procedure to navigate to the meeting packet.

B. Minutes - Revisited

Ojeda moved to approve the May 9, 2017 minutes: Aye – 6; No – 0.

C. From the floor - none

With no further business to discuss, Moore adjourned the meeting at 4:07 pm.

_____ _____

Chair W. John Moore Date

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Minutes prepared by H.H. Anderson, July 23, 2017.

Commons facility manager report
August 2017
Leon Sterner

Repair work on the Luxury Vinyl Tile (LVT) flooring in the MP room has begun. Regular activities like exercise and Zumba have put pressure on the individual flooring strips which caused some tiles to shift and create gaps. The tiles, which are "floating" - normal installation for this material – have not shifted in other areas which have "normal foot traffic". Repair involves re-shifting the tiles to fit snugly, and to then shim them up around the north and south perimeter walls of the MP room. It is hoped that this will fix the problem. The work is being done by Alsea Bay Granite. They were the original installer of the flooring

New 5-foot round banquet tables (14), new cabaret tables (10), and a dolly-cart to house them all have arrived. These were acquired from Trident Furniture (American Fork, Utah) through a grant project funded by Trust Management Services (TMS). TMS is a foundation that has a long history of partnering with the Friends on Commons' improvements. Last weekend, the banquet tables saw their first use - at the 50-year class reunion of Waldport High students. Both the guests and the catering staff had numerous compliments about the new tables. The banquet tables replaced the 14 original tables that have been used for many, many years and countless fundraising banquets and fundraisers. Unfortunately, some of these older tables had become compromised in their hardware, and were deemed a safety hazard. These older tables are currently being stored in the 501 building and I am talking with Joan Davies about ways to dispense with them. For example, a couple tables might be repaired and used in the new library setting. The new cabaret table dolly-cart is well designed and manufactured - and takes up a minimum amount of storage space for the ten tables and bases/stands.

Paperwork is being completed for the Friends LED lighting project rebate. This will release the rebate monies for the first phase of the project, and will allow us to engage PUD in the second and perhaps final phase of replacing the remainder of fluorescent light fixtures in the Commons. The Friends is still working to secure funding for the 2nd and final phases of the project.

A couple of notes on the Commons building. The outside of the Rm 5 (kitchen) door has quite bit of bubbled paint on the outside surface. Seems like this issue could be addressed to avoid a rust issue down the road. And the North doors by the Friends office are still not closing properly and dependably.

The 50/100 year Yachats Anniversary Celebration was a grand success. Food was prepared in the kitchen and served on Saturday and cooked and served in the Picnic Shelter on Sunday. The electrical service in the shelter worked very well to accommodate the hotdog cooker and heating units. Two bands were set up in the northeast corner of the pavilion and the audio system was powered nicely and safely by the newly installed electrical outlets on the corners of the shelter. Job Corps students along with a cadre of local volunteers worked together to pull off this event enjoyed by a very large number of attendees. Ellis Lampman and his "drone photography" zoomed overhead to capture a photo with 150 plus folks arranged, in a 50/100 formation to note the anniversary….. Not an easy stunt to pull off! Thanks to Sandy Dunn for the idea, all her work on providing the historic information, and to the folks who showed up and participated the picture. Thanks also to the Bad Weeds and They-Went-That-Away for the music. Thanks to the Job Corps students who carried tables and chairs. Thanks to Joan, Meredith and Catherine who slung burgers and dogs - and to the Presbyterian Church that lent us the hot dog cooker…. So on, and so forth. And thanks to the Commons facility and community - way to lean in to make a wonderful event happen.

Leon Sterner