

## 1. Agenda

Documents:

[PNC\\_AGENDA\\_10-18-16.PDF.PDF](#)

## 2. Meeting Materials

Documents:

[PNC\\_AGENDA\\_1\\_10-20-16.PDF.PDF](#)

[USER SUPPORT REPORT - STERNER - 10-18-16.PDF](#)

[YACHATS TRAILS COMMITTEE REPORT OCT 2016 - 10-18-16.PDF](#)

[FRAGRANCE POLICY - DRAFT - 10-18-16.PDF](#)

[IMPROVEMENTS YACHATS TRAILS - 10-18-16.PDF](#)

[PARKS AND COMMONS MINUTES - 10-18-16.PDF](#)



CITY OF YACHATS

**PARKS & COMMONS COMMISSION MEETING**

441 Hwy 101 N., Yachats Commons, Room 1

**Thursday, October 20, 2016 at 3:00pm**

**AGENDA**

- I Call meeting to order
- II. Minutes of Sept. 16, 2016
- III. Reports
  - A. Commons User Support Manager
  - B. Year to Date: Revenue and expenditure
  - C. Yachats Trails Committee
  - D. Public Works Report
- IV. Business
  - A. Public restrooms – Dave Rieseck
  - B. Vendor limit at arts & crafts fairs – ongoing discussion
  - C. Building usage and lock-up procedure - discussion
  - D. 501 Building – discussion
  - E. Fragrance - Draft
- V. Other Business
  - A. From the Commission
  - B. From the Floor

Commission meets the third Thursday of each month.

Next meeting: Thurs., Nov. 17, 2016 at 3pm

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](http://www.yachatsoregon.org).

In accordance with ORS 192.630, City of Hines 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: Oct. 18, 2016





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  - C. Yachats Trails Committee
  - D. Public Works Report
- IV. Business
  - A. Commons General Plan – Dave Rieseck
  - B. Tobacco and Fragrance Policy
  - C. Commons Rental Rates
  - D. Security Policy
- V. Other Business
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  - B. From the Floor

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Posted: Oct. 18, 2016



From: Joan Davies  
Sent: Thursday, October 20, 2016 8:19 AM  
To: Kimmie Jackson  
Subject: FW: October 2016 User Support Report by Leon

From: leon sterner [mailto:leonsterner@gmail.com]  
Sent: Wednesday, October 19, 2016 5:57 PM  
To: Bonnie and John Thornton; Cheri Capron; Dean Peterson; Jo Crooks; Leon Sterner; Mary Abie; Mike Guerriero Cell; Nan Scott; Rosemarye Valentine; Shelly Shrock; Niskanen Donald; Joan Davies; Sheila Voge; Meredith Howell  
Subject: October 2016 User Support Report by Leon

Commons User Support Report  
October 2016  
Leon Sterner

Doug's Electric is working on electrical wiring in the Picnic Shelter. They will install a stainless steel Breaker box in the southeast corner - to replace the damaged one. Also, they will run conduit to three exterior wall locations with outlet boxes. These new outlet locations will make it easier to connect audio equipment as well as food service equipment to electrical service without running cords across floor areas. Current outlets will remain on the center posts. The newly installed rolling doors on the West side of the shelter are proving very useful during these windy days! Signage has been put up inside the shelter informing users that there is no overnight camping in that space.

Another electrical upgrade is a more easily accessible outlet box - to be located just below the breaker panel in the Kitchen. The current outlet box located on the South wall is difficult to access as it is behind where the tables are normally stored.

North Doors to the Commons are being monitored as the hardware has not been working satisfactorily and the building security has been compromised. Anyone noticing problems with these doors please let me know.

The 501 building is coming into good use. Recently held Candidate Forum was nicely accommodated in that space. The floor outlet boxes have been replaced with cover plates - eliminating the 'tripping hazard' they presented. I am going to schedule a carpet cleaning in the near future, and this should eliminate the slight moldy issue that has resulted from the building being mainly closed up for so many months. With clean carpet and more frequent use, the space should improve in this regard. Also, I am exploring a local option for donated folding chairs which can be stored and used in the 501 meeting spaces.

There are two events upcoming that will use the 501. Mushroom Festival this weekend, and the Celtic Festival in November. The 501 is not present in the Room Reservation system on Goyachats.com so we can reserve the space, and have a record of it's uses. Anyone wanting to schedule an event for the 501 may contact me with questions. We are presently determining the rental rates and will make those known soon.

I have been calling around the neighborhood - from Florence to Newport, including Yachats - and am collecting information on event spaces and rental fees. This information will be useful as we look at updating our rental fees at the Commons and creating a fee structure for renting the 501 building. The Florence Event Center, the Newport Rec Center, the Overleaf Lodge and Yachats Inn all have spaces to rent for meetings and larger gatherings - I will collate the information collected and prepare a document to use as we come up with a draft of recommendations. Joan Davies City Administrator, John Moore from Parks and Commons and

I are meeting to discuss these matters and will come up with a draft by November Parks and Commons monthly meeting. These discussions also include parameters for craft show events.

The Food Pantry has been closed during the month of October. A group of community members who contribute to the ongoing maintenance of the Food Pantry have been meeting and discussing concerns related to the program. It will reopen the first week of November. It will have new hours and a different policy for food distribution. It will be open on Mondays and Fridays from 11 - noon with a volunteer hosting the pantry. The host will have information on available resources in our area for additional food and other needs.

--

Leon Sterner

Cell: 541-961-4258

Peace within - Peace between - Peace among

**October, 2016**

**Yachats Trails Committee Report to the  
Yachats Parks & Commons Commission**

Trails Crew: Another very good turnout allowed us to split the group into three work areas. Stairs were replaced on the Ya'Xaik Trail; more salal was cut along the public portion of the GBP; and the Amanda Trail received further grooming. Bob Langley and Wally continued to work on the stair project on a subsequent day to finish it.

YIPS: The strip of riverbank across Yachats Ocean Road from KOHO is heavily infested with invasive weeds, including ivy, blackberry, knotweed, clematis and Scotch Broom. This area is highly visible to passersby. The ivy climbing up spruce trees is particularly unsightly and in the long term represents a danger to the trees. The October 15 work session was planned to focus on ivy and blackberry in the area between Highway 101 and the steps down to the beach. Dave Rieseck of KOHO, which owns a part of this tract, has offered us logistic support – we can assemble on the KOHO grounds and KOHO will dispose of the weeds for us. The October work session was cancelled on account of a severe storm with heavy wind and rain. We do plan to reschedule a work session for this area.

YIPS! has made a lot of progress at the Commons Wetland Park but our work there still has a long way to go. The park will remain our primary focus for some time.

2017 Peace Hike: An initial planning meeting occurred with a great turnout including Doc Slyter. Using an agenda developed by Lauralee, some initial planning has been implemented. The same route as last year will be followed. Colleen Caubin is the 2017 artist.

Ben Christensen Interpretive Sign Project: Robert Kentta approved the final narrative with some minor changes. Pictorials have been found and approved by Robert. (One was commissioned and its use donated for this project.) Diane Disse and Joanne are working on the graphics now with four completed of 5. (One is attached.) Also the TC is waiting on receipt of the Ben Christensen memorial bench that will be placed along the Amanda Trail 5 feet off of the centerline of the trail so as not to be subjected to OPRD regulations that now prohibit signage on benches.

Possible \$200,000 trails donation? Via the Chamber, Joanne was forwarded letter from reps of a Washington woman who wants to donate \$200,000 to a trail project. No possibilities came up on the Washington coast. Joanne put together a planning meeting and site review. Those able to come were Joan Davies, Larry Lewis, J. R. Collier, Bob Langley and Joanne. Lauralee and Ron were unable. The site visit with the reps, Larry and Debby Kahle, took place on Sept 23rd to look over the 804 S. and N. The former is to construct the 804 S. from Landmark to the State Park. The latter is to consider paving it. Present for the site visit were J. R. Collier, Central Coast Manager, OPRD, Wayne Belmont, County Counsel, and Joanne. The meeting that followed included Larry Lewis and Joan Davies. Larry Kahle liked both ideas and will take them and the accompanying materials to the donor at the end of this month. We will hear shortly after.

Rainshadow Running 18 and 31 Mile Race: New race directors of Rainshadow, James Varner and Elizabeth Reese followed the agreement made with OPRD and Joanne. Wally and Loren reviewed the Amanda Trail from East Windy Way into SNF on the day before, and again reviewed it on the day after the 18 mile race. They made all trail repairs as was requested that day and to the satisfaction of Loren. Loren sent a report to OPRD. OPRD deferred the permit fee of \$500 on the condition that Rainshadow donate that same amount to the restricted

Amanda Trail fund under View the Future. That donation has been complete. Rainshadow is in the process of making an equal donation to the Cape Perpetua Trails Fund set up via Discover Your Northwest. Lauralee coordinated the aid station for both days, and the Bad Weeds provided music on both days at the Adobe's outdoor venue. As a result of Rainshadow's compliance, Joanne has notified OPRD and agreed to sign off on next year's permit.

Siuslaw Resource Advisory Committee, U.S. Dept. Of Agriculture: Joanne is one of 15 who received an appointment to be on this committee for the next four years. If Congress passes the Secure Rural Schools Act, this committee will have a direct impact on approving hundreds of thousands of dollars of federal money to improve local infrastructure, create local jobs enhance tourism opportunities and restore ecosystems on and off federal land.

Submitted by Wally Orchard and Joanne Kittel

# Early Residents of Yachats



*Alsea smelt fishing.* Drawing by Phillip Schuster.



*The camas plant was a part of the diet of early residents.*



*Local tribes ate the roots of skunk cabbage.*

People have lived on the land you stand on for at least 10,000 years. When European explorers arrived, it was populated by the Ya'Xaik people. For thousands of years, the Ya'Xaiks (pronounced yäh' khīk, gargled h), a band of the Alsea Tribe, lived in what is now Yachats. They spoke a dialect of Yakonan, the same language as the Alsea and Yacona (Yaquina) to the near north.

The Ya'Xaiks were hunters and gatherers, spending winters inland and summers here on the coast. This area's diverse environment offered abundant food. Their meals consisted of smelt, salmon, birds, deer, whale, fruits, seeds, and roots of skunk cabbage and camas. A steady supply of meat was assured by smoking and drying. To gather and prepare this variety of plants and animals required sophisticated skills, tireless effort and ingenuity to ensure an adequate year-round supply of food.

Travel and trade among the coastal tribes were common, and would often center on games. Shinny, also known as Koho, was played at this very place at the beach. Similar to field hockey, the game was played with sticks and balls.

By the early 1800s, diseases carried by fur trappers and traders spread to the Indian populations, who had no immunity. These epidemics tragically killed most of the Ya'Xaik population. Their bloodline continues through surviving members of the area tribes.

*More information can be obtained at [www.yachats.info/history.htm](http://www.yachats.info/history.htm)*



*The game of shinny was played at this site.*

*Art courtesy Oregon Fish and Wildlife Division.*

## DRAFT POLICY

City of Yachats Policy: "To reasonably accommodate employees and visitors who have chemical sensitivity to perfume, scents, cleaning chemicals and smoke, City of Yachats strives to ensure the comfort and safety of staff and visitors by encouraging a smoke-free and fragrance-free environment."

Given that chemically-sensitive individuals may react to different products with widely varying degrees of severity, it is very difficult to ensure a consistently comfortable and accommodating environment under every conceivable set of circumstances. Even so, it is the general consensus of the Yachats City Council and the desire of the Council to minimize, to the extent possible, the barriers and difficulties experienced in City buildings by both employees and clients subject to chemical/fragrance sensitivities. The City of Yachats requests that all offices and spaces used by the staff and visitors remain free of vape instruments, tobacco, chemical-based or scented products.

Staff and visitors are asked to minimize the use of hairsprays, lotions, aftershave or colognes, and to refrain from using any air fresheners in City buildings, because the use of such products may trigger allergic reactions and create health problems for others. This does not include deodorant or bath soap. All tobacco-derived and tobacco-containing products, including, but not limited to, cigarettes, electronic cigarettes, cigars and cigarillos, hookah-smoked products and pipes. It also includes any product intended to mimic tobacco products or the smoking of any other substance.

Signs are posted in various places throughout City buildings, stating that this is a fragrance-free environment. All vaping instruments and tobacco products are included in the policy of non-use. This request is also included in rental agreements, newsletters and notices.

### **Sanctions**

Successful enforcement of this policy will depend on the cooperation of all staff and visitors not only to comply with the policy, but also to encourage others to comply, in order to promote a healthy environment in which to work, study, and live. Civility and respect are expected by all members of the community in regards to this policy.

Violations of the policy should be referred to City Hall for review and action. Violations of tobacco use by minors may also result in a citation by law enforcement, under Oregon law.

To: Parks and Commons Commission  
Don Niskanen, Chair  
Tails Committee  
Joanne Kittel, Wally Orchard

October 11, 2016

From: Bob Bennett, Emergency Planning Committee

Subject: Request For Consideration To Improvements To Yachats Trail System

Friday, June 10<sup>th</sup> of this year the City of Yachats and the Yachats Rural Fire Protection District successfully participated in the multi-state Cascadia Rising event with a Tsunami Evacuation drill. One of the key objectives was evaluation of the current signage and assembly sites. Two currently unsigned routes were used: one was Diversity Drive; the other was Marine Drive crossing over to the City Trailhead on the eastside of US101.

The Emergency Planning Committee would like to work with the Parks and Commons Commission and the Yachats Trails Committee to see if we can improve these routes so that they can both become viable evacuation routes. There were just a handful of people using the Marine Drive route but the third largest group of participants used Diversity Drive.

**Diversity Drive and the Ya Xaik Trail:** There are no real issues with using Diversity Drive as an evacuation route but there is an issue for the location of an assembly area. It appears that to be safe from a local Tsunami/Earthquake people must be at a higher elevation than the cul-de-sac at the end of the Drive. This means using the trail to get to a higher location. Considering that this area is the potential evacuation site for two hotels, Fistera apartments, and a potential new development in this area could overload the current trailhead section. What may be needed are improvements to reach the terrace area above the current retaining wall and expand the area above the wall.

Part of this is speculation as the potential location of a new fire station for YRFPD may change the mix and give the hotels some alternative evacuation routes and assembly sites. Given the apartments and pending development there still maybe issues with this area.

**Marine Drive and City Trail:** The only issue here is looking to improvements for crossing the drainage ditch along US 101. This is likely to be more difficult to get agreement for any work since it is in the right-of-way under ODOT control. Fixes could be as simple as a culvert but approval could be very hard to achieve.

The Emergency Planning Committee will make some initial inquiries about possible funding sources related to improvement of evacuation capabilities with the LCSO-Emergency Planning Manager, Jenny Demaris. The Committee is also beginning a review of the current assembly areas including the impact of the potential relocation of the fire station.

This request for consideration is to help develop a plan to improve evacuation options, develop some specific plans, and secure funding to implement those plans. We look forward to working on these issues with the Commission and the Trails Committee.

CC: Emergency Planning Committee, Larry Nixon, Don Goth, Bill Watson, Joan Davies,  
Rick McClung, Kimmie Allison, Frankie Petrick, Jenny Demaris

CITY OF YACHATS  
**PARKS AND COMMONS COMMISSION**  
September 15, 2016

The regular meeting of the Parks and Commons Commission was called to order by Chair Don Niskanen at 3:00 p.m. in the Civic Meeting Room of the Yachats Commons. Members present: Don Niskanen, Scott Gordon, John Moore, Ruth Bass, Lauralee Svendsgaard and Derek Ojeda. Absent: Dean Schrock.

**I. Minutes – August 18, 2016**

Approval of minutes held over to the next meeting.

**II. Reports**

**A. Commons User Support Manager** – Attached in writing.

**B. Year to Date: Revenue and Expenditures**

Motion to approve the budget. Aye – 6, Nay -0, Absent – 1.

**C. Yachats Trails Committee** – Lauralee Svendsgaard reports still working on removal of the invasive species issue on the Commons Park. Looking for volunteers for upcoming events. YIPS meeting 9/16/16.

**D. Public Works Report** - no report

**III. Business**

**A. Public Restroom**– held over to the October, 2016 meeting

**B. Vendor limit at Arts & Crafts Fairs** – The small group meeting will take place before the October 2016 meeting. No fragrance policy discussion held regarding the vendors that sell highly scented products and how best to accommodate everyone involved. More discussion to follow on the fragrance policy.

**C. Building Usage & lock up procedure** – Discussion on security of the Commons. The temporary decision was made to have the City Hall staff secure the doors of the Commons at 4:30pm and YYFAP to do another perimeter check of the doors at 6:00pm until a permanent plan is agreed upon and implemented.

**D. 501 Building** – A fee structure for the 501 building needs to be set and Leon Sterner to call around checking on rates.

**E. Misc. Discussion**- Rental rates may need to be updated; policy for no tobacco usage signs should also have no vaping language added on City property; the no tobacco/vaping policy language will be added to rental contracts; picnic area rental- YYFAP should consider reserving the picnic area for their group events to ensure it's available for their use; Draft Rental Agreement for the Commons property discussed and Lauralee Svendsgaard will work with Joan Davies on wording on chair and table rental and cleaning; Don Niskanen will amend the window cleaning contract to include cleaning

1 the picnic area glass; City Council Minutes from July 11, 2013 provided by Joan Davies  
2 and attached to the minutes. Skate Park and mural dedication is Sunday, September 18  
3 at noon at the 501 building with refreshments provided. Agenda and attachments are  
4 preferred by the Friday before the meeting.  
5

6 **IV. Other Business**  
7

8 **A. From the Commission** – Friends reports the fundraising is going well. Friends  
9 has scheduled the Village mixer for October 25 starting at 6:30pm.  
10

11 **B. From the Staff** –  
12

13 **C From the Floor** – Portia fundraising is still active for Polly Plumb Productions.  
14 General discussion on gifting of Portia to the City and placement of Portia.  
15

16 The meeting was adjourned at 4:24p.m.  
17  
18  
19

20 \_\_\_\_\_  
Don Niskanen, Chair  
21  
22

23 Attest:  
24  
25  
26

27 \_\_\_\_\_  
Kimmie Jackson, Deputy City Recorder