

1. Agenda

Documents:

[PNC_AGENDA_12-15-16.PDF.PDF](#)

2. Meeting Materials

Documents:

[FINANCIAL REPORT - 12-15-16.PDF](#)

[TRAILS COMMITTEE REPORT-DECEMBER - 12-15-16.PDF](#)



CITY OF YACHATS

PARKS & COMMONS COMMISSION MEETING

441 Hwy 101 N., Yachats Commons, Room 1

Thursday, December 15, 2016 at 3:00pm

AGENDA

- I. Call meeting to order
- II. Minutes of November 17, 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. Project charter from the Friends
- V. Other Business
 - A. From the Commission
 - B. From the Floor

Commission meets the third Thursday of each month.

Next meeting: Thurs., January 19, 2017 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.

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: Oct. 18, 2016



CITY OF YACHATS
Statement of Revenue and Expenditures
Revised Budget
For PARKS & COMMONS (24)
For the Fiscal Period 2017-5 Ending November 30, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
24-00-4095	Cash Carry Forward	\$ 0.00	\$ 0.00	\$ 1,340.00	\$ 6,105.78	(355.66%)
24-00-4335	Rents or Fees	0.00	2,502.75	22,000.00	16,046.86	27.06%
24-00-4336	Rent-City Hall	0.00	0.00	17,800.00	17,800.00	0.00%
24-00-4480	Gifts and Donations	0.00	10.00	0.00	203.00	0.00%
24-00-4490	Other Local Sources	0.00	0.00	0.00	0.00	0.00%
24-00-4861	OP Transfer from General Fund	0.00	0.00	125,437.00	125,437.00	0.00%
24-00-4866	OP Transfer from Visitor Amenities	0.00	0.00	41,812.00	41,812.00	0.00%
Total PARKS & COMMONS Revenues		\$ 0.00	\$ 2,512.75	\$ 208,389.00	\$ 207,404.64	0.47%
Expenditures						
24-01-5110	Personnell Allocation	\$ 0.00	\$ 0.00	\$ 5,000.00	\$ 0.00	100.00%
24-01-5114	City Hall Help	0.00	389.14	4,810.00	1,945.71	59.55%
24-01-5120	Payroll Taxes	0.00	30.80	422.00	154.18	63.46%
24-01-5130	Payroll Benefits	0.00	29.42	2,322.00	592.20	74.50%
24-01-5204	Commons Landscaping	0.00	200.00	2,400.00	1,364.50	43.15%
24-01-5219	Piano Expenses	0.00	0.00	200.00	240.00	(20.00%)
24-01-5222	Insurance	0.00	0.00	4,041.00	4,484.04	(10.96%)
24-01-5240	Office Materials, Supplies & Expenses	0.00	811.03	400.00	2,612.85	(553.21%)
24-01-5251	Office Phone, Cell or DSL	0.00	225.77	2,700.00	1,132.99	58.04%
24-01-5252	Office Utilities	0.00	714.85	5,000.00	2,613.72	47.73%
24-01-5260	Professional Services	0.00	5,967.50	36,000.00	34,755.00	3.46%
24-01-5330	Maintenance-Building or Land	0.00	8,767.72	17,000.00	16,340.63	3.88%
24-01-5335	Custodial Support & Supplies	0.00	347.45	7,000.00	2,354.70	66.36%
24-01-7126	OP Transfer to Reserve Fund	0.00	0.00	116,594.00	116,594.00	0.00%
24-01-7213	Operating Equipment	0.00	0.00	500.00	0.00	100.00%
24-01-7221	Park Improvements	0.00	0.00	4,000.00	0.00	100.00%
24-01-8100	Unallocated Ending Fund Balance	0.00	0.00	0.00	0.00	0.00%
Total PARKS & COMMONS Expenditures		\$ 0.00	\$ 17,483.68	\$ 208,389.00	\$ 185,184.52	11.14%
PARKS & COMMONS Excess of Revenues Over Expenditur		\$ 0.00	\$ (14,970.93)	\$ 0.00	\$ 22,220.12	0.00%

CITY OF YACHATS
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2017-5 Ending November 30, 2016

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	2,512.75	\$	208,389.00	\$	207,404.64		0.47%
Total Expenditures	\$	0.00	\$	17,483.68	\$	208,389.00	\$	185,184.52		11.14%
Total Excess of Revenues Over Expenditures	\$	0.00	\$	(14,970.93)	\$	0.00	\$	22,220.12		0.00%



Yachats Trails Committee

Yachats Parks & Commons Commission
City of Yachats
441 Highway 101, Yachats, OR 97498
541.547.3565

Leadership Team

Communications

Jan Brown

Development

Joanne Kittel

Invasive Plants

Wally Orchard

Trails Crew

Loren Dickinson

Bob Langley

Chair Emeritus

Lauralee

Svendsgaard

Report to Parks & Commons Commission

December 2016

YIPS! had a successful outing in November, removing ivy from trees along Yachats Ocean Road between the river and the KOHO development. KOHO took care of disposing of the large pile of cut ivy. There is still ivy on a few trees as well as on the ground so we plan to return to the same site in December.

Acting on suggestions from Bette Perman regarding the maintenance of the Prospect Garden, the Trails Committee has developed a plan for simplifying the maintenance of the garden and improving its general appearance. Part of the plan is to construct a 100 ft cedar fence along the western boundary of the garden that will reduce the ingress of invasive weeds from the adjacent property. We have asked the City to fund and build that fence since no budget funds were allocated to the Trails Committee for that project, and are awaiting a response.

The project for the December 3 Trails work day involved improvements to parts of the Amanda Trail -- widening and leveling the portion between Ben's Bench and the Bears -- an area that had not been worked on since it was built in 1997. Fifteen hardy crew members participated, did a superb job individually and collectively, and left with a well-justified sense of accomplishment. All 15 of us met at the Drift Inn afterwards where we enjoyed visiting over complimentary beverages and snacks.

Interpretive Sign Project: Five signs are slated to be created - three on the Ya'Xaik Trail and two at KOHO. Diane Disse and Joanne will be submitting the graphics, etc. to Environsigns before the holidays. Dave Rieseck will be fabricating stainless frames due to salty wind conditions at Koho and will do his own installation to assure that no archaeological sites are disturbed.

2017 New years Day Peace Hike: Plans for this event are going smoothly thanks to: Sandy and Jesse (food); Lady's Club (breakfast breads); Jan (publicity and pins); Loren (volunteer recruitment, signage, and coordination); Bob and crew (Ya'Xaik Trail improvements); Kinlen and

Wake (ambassador recruitment and ceremonial organizers and leaders); Mary Ellen, next year's coordinator, (administrative details); Leon (Sound and all else); Meredith (non-hike activity); State Parks (water closet); and ODOT (warning signs). Those providing table displays include: Trails Committee; View the Future; U.S. Forest Service; State Parks; Confederated Tribes of the Coos, Lower Umpqua and Siuslaw Indians; Cape Perpetua Foundation, and, possibly, Volkswalkers. Colleen Caubin, our 2017 invited artist, has created a gorgeous painting for auction and is having cards made that will be sold during the Peace Hike. Margie Lopez Reid, our 2016 invited artist, has donated two Amanda-themed oils for auction as well as cards. Doc and Deb Slyter have donated a lovely food basket for auction. All proceeds from the auction will benefit either the Amanda Trail Fund or the Ben Christensen Fund Interpretive Sign Project.

The degree of volunteer participation in Trails and YIPS! activities remains impressive:

September, 2016 = 178 hours

October, 2016 = 151 hours

November, 2016 = 127 hours

Respectfully submitted,
Bob Langley, Trails Leader