

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. Also Present: Facilities Manager Leon Sterner, Friends of the Commons Board Chair Rose Valentine. 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 Manager

Facilities Manager Sterner thanked Commissioner Johnson for attending the last Friends of the Commons meeting. Sterner summarized his report in the meeting packet. He highlighted staff were happy with new by-donation form, the 50/100 celebration was a great event, and the locksmith indicated the lock project would cost several thousand. 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 multi-purpose floor has been separating due to motion on the floor. 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 of the 804. Hempen asked about timeline for the needed work. Dickenson indicated the paving of the county road portion from 2nd Street to 7th Street is to start August 2, 2017.

D. Friends of the Commons

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

III. Business

A. Public Restroom

Moore summarized the history of discussions on outdoor public restrooms. Moore wanted to

1 give Commissioners “hard” information on options for a structure. Moore reported he talked to
2 City Planner Lewis about the installation of public restrooms in Waldport. In 2009, one cost
3 \$23,229 for the kit and \$31,333 total, including labor. The other was stick built in 2012 for
4 \$47,363.

5
6 Moore provided Commissioners with an example facility, noting the potential location of where
7 the current porta-potty is. He noted the design could be consistent with the styles of the picnic
8 shelter and Commons siding. Moore estimated the total cost to be \$50,000.

9
10 Shrock asked who would clean the facility. Moore suggested the City Manager could
11 renegotiate the janitorial contract for the Commons. Shrock noted the State Park restrooms
12 self-lock in the evening. Shrock was also concerned about the cost. Commissioners discussed
13 funding opportunities. Hempen believed the project is very appropriate for the city at this time.
14 Gordon liked the idea and stressed the location is important, especially around being able to
15 maintain the facility. Johnson was concerned about the maintenance, noting it is an ongoing
16 concern requiring more than daily attention. Ojeda wanted to get more information from
17 Waldport about their experiences with their restrooms.

18
19 Shrock raised the possibility of an enclosed shed for porta-potties and suggested they might be
20 able to build that with volunteer labor if it were under the \$10,000 amount for requiring sealed
21 bids.

22
23 Moore reported Friends were enthusiastic about the project and asked Valentine if a \$10,000
24 contribution was reasonable. Valentine did not have a specific amount for a financial
25 commitment.

26
27 All commissioners indicated support of pursuing the project. Gordon, Hempen and Moore
28 expressed interest in developing a plan and will meet as a committee. Several commissioners
29 wanted to present the idea to Dave Reisick who designed the wetlands park.

30 31 **B. Friends of the Commons Retreat**

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

35 36 **C. LED Lights for the stage in multi-purpose room**

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

39
40 Johnson moved to recommend the Friends purchase LED lighting for the stage: Aye – 6; No –
41 0.

42 43 **D. Lighting by Stairs by NE corner Commons**

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

47
48 Hempen moved to recommend the Friends add more lighting to the NE corner stairs at the
49 Commons: Aye – 6; No – 0.

1
2
3 **IV. Other Business**

4 **A. From the Commission**

5 Johnson will attend the August 8, 2017 Friends meeting and Shrock will attend the September
6 meeting.

7
8 Shrock asked for instructions on how to access the online documents for the meeting, as he
9 believed there is a button that is not working properly. Moore described the procedure to
10 navigate to the meeting packet.

11
12 **B. Minutes - Revisited**

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

14
15 **C. From the floor - none**

16
17 With no further business to discuss, Moore adjourned the meeting at 4:07 pm.
18
19
20
21
22

23 _____
24 Chair W. John Moore

Date

25
26
27
28
29 _____
30 Minutes prepared by H.H. Anderson, July 23, 2017.
31