CITY OF YACHATS

PARKS AND COMMONS COMMISSION

July 18, 2019

Draft Minutes

I. Call to Order

Chair John Purcell called to order the July 18, 2019 meeting of the Parks and Commons Commission at 3:00 pm in Room 1 of the Yachats Commons. Members present: Michael Hempen, Linda Johnson, John Purcell, Dean Shrock, Scott Gordon, and Craig Berdie. Absent: none. Also Present: Facilities Manager Heather Hoen, Trails Leads Bob Langley and Joanne Kittel. Audience: 26.

II. Minutes – June 20, 2019

Commissioner Berdie explained he meant planning in a general sense and not as a call to action.

Commissioner Hempen moved to approve the June 20, 2019 minutes as amended: Aye – 6; No – 0.

III. Reports

A. Facilities Manager

Facilities Manager Hoen reported the cost to replace the grease trap in the kitchen was $1,350 for removal, replacement, and installation. She explained the old one had rusted closed, and the new one will be plastic. She reported future maintenance for cleaning should occur every six months to a year. Commissioner Shrock asked if there were instructions at the sinks to let users know they are to wipe out dishes before washing them. Purcell clarified this item would be added to the maintenance list.

Hoen also suggested that the Commission consider getting a commercial dishwasher for the kitchen as many users mistake the current sanitizer to be a dishwasher. Purcell suggested revisiting this issue near the end of the fiscal year.

Berdie asked about the status of heat pumps in the building. Hoen reported there were nine units in rooms with the exception of City Hall. Hoen explained the current need for replacement of the heat pump in the preschool, which was older than its warranty covered. Hoen reported the cost was just under $5,000 and was already in her maintenance budget.

Purcell clarified that only the piano had a regular maintenance contract with an external company. Hoen reported she had a list of maintenance persons for the various needs.

Hoen explained the Commons needs a copyright license in order to play music under copyright. Hoen found a Commercial Copyright License (CCL) for government entities at $358 for a year for all city properties.

Hempen asked about opening the Commons building for the Farmers Market to use the restroom. Hoen indicated she had talked to the Market Manager about allowing vendors to use the Commons as long as he cleared the building prior to locking it up. She added that she has not been able to get the company to provide an upgraded porta-potty and hand-washing station.

Hempen clarified that the plan to put up a barrier in front of the porta-potties was on Hoen's list of items to complete.

Hoen noted the rates for the Commons are to be reviewed annually and the annual copyright license could be included the fees charged.

Berdie moved to have Hoen secure a Commercial Copyright License from BMI for $358 for a year license: Aye – 6; No – 0.

Hoen reviewed what she does for maintenance on the heat pumps, such as hosing the units off and changing the filters.

Purcell explained the Commission was charged with making recommendations to Council and/or the City Manager and was not supposed to instruct staff directly. Purcell explained the new form that Commission Chairs are to use to indicate actions and requests of staff.

B. Trails Committee

Langley reported the National Trails Day events were very successful with around 30 people attending each. Volunteers contributed just over 2000 hours last year for trails maintenance in the past year. Langley had concern about condition of the sidewalk from W 7th Street to Marine Drive. Purcell reported he met with the County and Mayor regarding Ocean View Drive. He noted the County put down some base material (1/10th minus). Kittel indicated the surface is great for walking, but has issues with drainage. She noted after the last rain, four or five areas washed out. Langley also noted the trail surface would not hold up well to bicycles and strollers.

Purcell indicated the City Manager has asked the Commission to help with the trail sections from Marine to Aqua Vista and from Aqua Vista to the bluff. Trails noted the county did not add base to the section from Marine to Aqua Vista during their recent work. He asked if trails would be ok with using mitigation funds to reinforcing these two sections of trail. Langley understood that the county was going to cover these sections. Purcell indicated Kinion had a different understanding when they last met. Kittel raised the issue of communication and asked that a representative from Trails be at meetings with the County regarding the Ocean View Drive transfer. Langley recalled Kinion stating that the county would work on a small section and have trails provide input on how well that section worked and make recommendations for the rest of the trail.

Purcell reported the property transfer to the City would be complete after the paving was

completed around September 2019. The City would be conducting a two-year transportation study, and the county would return after completion of the study to do permanent striping.

Purcell summarized that he would report to the City Manager that the trail sections from Marine to Aqua Vista and from Aqua Vista to the bluff would be the county responsibility, regardless of whether the county pays or it is funded by mitigation funds. Purcell asked the Trails Committee for a write up on what they recommend for these sections.

Berdie expressed concern that the erosion of the trail would continue to worsen during the winter, especially in an area between Pontiac and the Underground Pub. Trails representatives and the Commission were unclear on whether the county was going to pave in that area.

Purcell suggested creating a map of the work to be completed on Ocean View Drive. Purcell also suggested creating a plan for ongoing work to address erosion issues. Langley suggested this issue might be more of a matter of engineering. Kittel agreed the matter was one of water running off the pavement and was an engineering issue, and Trails did not have the expertise to address these types of issues. Berdie suggested that the county was more repaving than re-engineering. Kittel indicated Kinion has discussed the re-engineering of pavement.

Purcell and Berdie discussed the paving/engineering issue, erosion, ongoing maintenance needs, and the county's role. Kittel recalled Kinion was addressing engineering issues

Hoen reported she learned from the City Manager that there would be no repaving south of Pontiac, the sections that will be paved will be re-engineered, and the City was looking into the getting the south end repaved.

Purcell asked for a written recommendation from Trails for the sections from Marine to Aqua Vista and Aqua Vista to the bluff.

Langley noted the parking on Ocean View Drive at the intersection with 101 presented a problem for pedestrian traffic and would continue to do so even after a boardwalk was installed. Purcell suggested taking this issue to Public Works and Streets Commission as this issue does not fall under the purview of Parks and Commons. Purcell indicated he could discuss the matter with the other Chairs at the Chairs Roundtable.

Langley asked if the chain link fence between Pontiac and Beach Streets could be made to look better.

The Commission discussed how to better communicate the information being raised by Commissioners and the Trails Committee. Minutes Recorder Anderson explained that the Chairs form was for communicating any needs that go beyond the Commission meeting. Purcell noted that Councilor James Kerti would be attending Parks and Commons meetings to help with communications with Council.

Commissioner Johnson wanted to focus on how much better the condition of the trails was getting. She also noted the problems with the intermixing of pedestrians and the cars parked at the 101 – Ocean View Drive intersection.

Kittel stated that Wally Orchard is an international expert in South African orchids and also creates his own orchid hybrids. She reported he recently created a new orchid which he named Amanda in honor of Amanda de Cuys who was forced to walk from Coos Bay to the internment camp in the Yachats area.

Kittel announced that View the Future received a generous donation of $25,000 from Greg Scott to bring their fundraising total for the suspension bridge to $89,500. She noted that Scott asked that money be used for bridge aesthetics.

C. Little Log Church

Purcell thanked the Little Log Church for their report. Shrock noted he does not hear about the upcoming benefit concerts and asked how the Little Log Church was promoting their events. Mary Crooks indicated they post events on the Facebook page. Hoen indicated she saw flyers around town. Anderson explained how anyone can ask to post events on the community calendar on the homepage of the Yachats website.

Hoen explained that the Big Band has asked for a change in their rate agreement for the concerts they are having to benefit the Little Log Church.

Shrock moved to waive the rental fees for the Commons for the July 20 and August 24, 2019 Big Band concerts to benefit the Little Log Church: Aye – 6; No – 0.

Karl Christianson reported that Jo McDowell has joined the Little Log Church board and has experience in arts fundraising in Eugene. Christianson stated McDowell was going to talk to the attorney working on the conversion to a 501(c)3. Berdie asked that future reports include the number of visitors that come to the facility.

D. Commissioners

Berdie reported he worked with youth through the Lincoln County Soil and Water Conservation group. These youth toured areas of Yachats for ideas for how to plan for the restoration project they will be working on in Siletz.

Berdie reported he came up with some estimates for different types of fencing, specifically hog wire fencing, and got an estimate of $7,500 to build four sides of a fenced area where the existing backstop is.

Shrock reviewed various requests for using the space of the "ballfield." He reported Dave Rieseck noted groups come and go with varied interests for that space and suggested the Commission take their time to decide on fencing a section.

Hempen favored removing the existing fencing. Several Commissioners stated the concern is to find a dog-waste-free zone. Berdie and Gordon favored having a new fenced area for dog-waste free play. Purcell suggested removing the existing fence, having the City mower clear that area, then reassessing the how to best use the area. Dawn Keller suggested to also request that a dog waste station be put in.

V. Business

A. Application from Dawn Keller

Dawn Keller stated she has lived full-time in Yachats for a year and has experience in managing churches. She saw great similarity between how churches operate and how Yachats operates. She was pleased to see the Commission Chair report sheet as way to communicate. She indicated she was willing to give up a commitment to be able to attend the meetings.

Hempen moved to recommend to the City Council that Dawn Keller be appointed the Parks and Commons Commission: Aye – 6; No – 0.

B. Commission to Council Communications

Berdie stated that lines of communication and establishing priorities still needs to be worked out. Hempen concurred with Keller's comments about transitioning to the City Manager system and suggested they might be half-way through this process. Commissioners agreed it will be helpful to have Councilor Kerti at their meetings.

C. Half Year Review: Commission Priorities – postponed to next meeting

VI. Other Business

A. From the Commission

Johnson reported she attended the Active Shooter/Workplace Violence Training.

B. From the floor - none

Purcell adjourned the meeting at 4:46 pm.

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John Purcell, Chair Date

Minutes prepared by H.H. Anderson, August 8, 2019