

1. Agenda

Documents:

[2019-06-20 Parks And Commons Agenda.pdf](#)

2. Meeting Materials

Documents:

[2019-05-09 LLCM Board Minutes.pdf](#)
[2019-06-20 Facilities Manager Report.pdf](#)
[2019-06-20 Farmers Market Ad Newslincolncounty.pdf](#)
[2019-06-20 Farmers Market Old Flyer .Pdf](#)
[2019-06-20 Farmers Market Oregon Coast Today Ad.pdf](#)
[2019-06-20 Farmers Market Report.pdf](#)
[2019-06-20 Farmers Market Vendors.pdf](#)
[2019-06-20 Financial Report.pdf](#)
[2019-06-20 LLCM Report.pdf](#)
[2019-06-20 Parks And Commons Powers And Duties.pdf](#)
[2019-06-20 Trails Report.pdf](#)
[2019-06-20 Parks And Commons Minutes DRAFT .pdf](#)

**PARKS & COMMONS COMMISSION
REGULAR MEETING**

441 HWY 101 N., Yachats Commons Room 1

Thursday, June 20, 2019 at 3:00 pm

- I. Call meeting to order
- II. Approval of Regular Meeting Minutes of May 16, 2019 at 3:00 pm (Attachment)
- III. Reports
 - A. Commissioners
 - B. Facilities Manager
 - C. Trails Committee
 - D. Little Log Church
- IV. Business
 - A. Finance, Revenue/Expenditure Reports - Commons Building, Parks
 - B. Parks & Commons: Powers & Duties; (Attachments: City Code as currently written & Ordinances - OR 177 dated 12/29/95, OR 209 dated 10/9/98 & OR 264 (item #3), dated 12/14/06).
 - C. Yachats Community Park & Wetlands (Attachment - History, undated, compiled by Joanne Kittel) - discussion
 - D. South end estuary dog waste station & waste receptacle.
- V. Other Business
 - A. From Commission
 - B. From Floor: Topics not listed on the agenda: 5-minute limitation per person

Commission meets the third Thursday of each month.

Next meeting: Thursday, July 18, 2019, at 3:00 pm

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



CITY OF YACHATS

PARKS AND COMMONS COMMISSION

May 16, 2019

Draft Minutes

I. Call to Order

Chair John Purcell called to order the May 16, 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: ?

II. Public Comment

John Mark Deriberprey (King Street) stated he attended the Yachats Home School program at the Presbyterian Church. He was speaking on behalf of the children at YYFAP. He reported the children cannot play on the ballfield because of dog poop.

He proposed fencing an area for the children to have to use for soccer, kickball and other sports. He proposed that they would fundraise for the materials and the parents could install the fence. He also proposed that they would take care of the maintenance of the grass within the fence. Deriberprey provided a diagram of what they were proposing.

Purcell commended Deriberprey on his presentation.

Commissioner Berdie asked how they would keep dog owners from thinking the fenced area was for the dogs. Deriberprey replied that they would put a lock on the gate and provide a key to the City Council and keep a key for themselves.

Commissioner Shrock asked how tall the fence would be.

Deriberprey stated that information was on the diagram and the fence would be made of metal.

Facilities Manager Hoen stated there was no procedure on how to proceed with this request. She explained the location they

were proposing. Hoen noted Will Williams current mows the ballfield area. Hoen reported Public Works had mentioned they might remove the backstop because it was rusting and falling down presenting hazards.

Shrock suggested to Deriberprey that they could promote the regulation on picking up after your dog. Purcell suggested that a three-foot high fence might work better and cost less. Hoen suggested the higher fence might be to keep balls within the area. John Deriberprey added that the higher fence would keep people from putting their dogs inside the fence. Purcell added that there could be an issue in making this area exclusive.

Purcell offered to have the City partner with the group. Shrock asked if the mole holes would present a problem. Nathan Barnard suggested they could keep a supply of wood chips or other materials nearby to fill in the holes. Commissioner Gordon clarified the 220 feet of fencing was to be added to the area already fenced at the back stop. Hoen noted the City would need to look at the green space master plan to ensure this project could be done.

Purcell indicated the Parks and Commons Commission would figure out what needed to be done and review the project again at the June 2019 meeting.

Commissioner Hempen asked if there was a projected cost.

Deriberprey stated they would create a budget. Hempen asked Deriberprey to also provide a timeline of when they wanted to start and when they expected to finish.

Sylvia Hood (7435 Ten Mile Road) asked that the City clean up the glass and residual trash on the field after the Clean Sweep weekend to protect the safety of people and animals. Purcell indicated he would pass that message to the Clean Sweep planners.

Lillian (317 W 2nd Street) stated the loose rocks on the black top around the Commons creates hazards for scooters, noting her brother fell and hurt his knee. She also noted the hazard also impacts kids playing basketball and kickball. She asked that the area where pipe was laid in front of the Pavilion be repaved to eliminate the gravel hazard. Hoen explained Public Works will pave this area when they do the repaving on Driftwood. Purcell asked Lillian to write a letter to City Council describing the problem.

Ginny Hafner (168 Jennifer drive) stated it was fantastic for the kids to prepare and come to this meeting to speak.

III. Minutes – April 18, 2019

Gordon moved to approve the April 18, 2019 minutes as presented: Aye – 6; No – 0.

IV. Reports

A. Commissioners

Johnson reported she got information from Florence on how to manage the transient population. She noted Florence has hot meals five days each week, showers, and other facilities and services for the homeless. She recommended that the City pay Florence to help take care of the transient population.

Johnson reported from the Chairs meeting that the Library was costing \$375,000, the dispensary was in compliance with City codes, Clean Sweep was scheduled for June, and the water billing errors were being addressed. She also reported she went on the tour with the representative from CIS who pointed out all of the signage and issues that needed to be address to ensure safety, noting that the representative was asking for many items to be painted yellow, which Johnson did not favor. Hoen added that many of these issues were being proposed by the insurance provider to prevent negligence and were not coming from OSHA. Hoen also spoke to the City's insurance agent who indicated the City would not be held responsible for not complying with every suggestion as long as they showed a good faith effort. Purcell asked Hoen to pass the list to him when she receives it.

Purcell summarized the highlights of the budget meeting the previous day, noting no major issues arose.

B. Facilities Manager

Johnson asked Hoen about the possible expansion of the Farmers Market. Hoen explained where the group could set up in front of the building and behind the Commons so as to maintain fire lanes and not damage trees and vegetation. Hoen noted they had 37 vendors signed up and 35 show up the previous Sunday, and there were 10 vendors on a waiting list.

Shrock added that Manager George Mazeika appeared to be interacting very positively with the vendors.

C. Trails Committee

Trails Lead Bob Langley highlighted the report contained information on the wetlands as requested. Purcell asked what devices the City had to keep people from putting goldfish in the wetlands. Trails Lead Joanne Kittel indicated the area are established wetlands with the State and the City can prohibit the addition of non-native species of plants and animals as a violation of State regulations. Kittel noted there is a detailed document on the wetlands on the Trails website.

Kittel reported she recently learned that State Parks will cover all the costs in the event that FEMA did not come through with funding. She noted they did not get the Siletz grant for the bridge but the work that View the Future did to raise the \$62,000+ has pleased the funders so that Trails does not need to submit for more grants. Purcell commented that the City was getting a \$375,000 bridge for a contribution of \$5,000. Kittel also reported the county has increased their contribution and the Cape Perpetua Foundation/Discovery Northwest raised their donation \$500 to \$3,500 and is contributing staff time.

Hempen expressed great appreciation for Kittel and the work of the Trails Committee.

D. Little Log Church

Purcell thanked the Little Log Church board for their report. Berdie noted the report was well-written and explained a lot. Mary Crook added that they got two new events:

1. Byrdsong Concert, Saturday, June 8, 2019 at 3:00 pm
2. Buddhist Priest Blessing, July 6, 2019 at 7:00 pm

Hoen noted the group's landscaper was departing and they would need to go through Hoen to contract a new landscaper. Hoen would get more details from Manager Beaucaire on the process.

Johnson clarified that the Little Log Church charges \$75 to use the building. Hoen noted they needed to figure out a new system to do reservations for the Little Log Church in the new reservations software. Crook reported Pat Armstrong is using the computer to deal with reservations.

Berdie clarified that the visitor count was those that actually signed the guest book and asked if there was an estimate of how many do not sign the book. Dave Baldwin estimated 90% of

people sign the book.

Hoen reported the Lions Club and the Ladies Club were very willing and eager to help with fundraising efforts for the Little Log Church. The Ladies Club suggested an open house on Labor Day where they could send people over from the Pie Social. Hempen asked if the Little Log Church was going to do anything to capture the crowds here for July 4th. Crook stated that they have not been open on the 4th for two years as it was too hectic in the past.

Johnson suggested that they expand the Museum if they were going to be rebuilt, perhaps in the style of the interpretive center.

She noted it was the bus stop and it could be the center and main information conduit for Yachats Information. Hoen indicated Johnson's suggestion would require a larger building.

Hoen and Johnson discussed whether volunteers could operate an interpretive center and how that would relate to the Visitors Center. Purcell added that there was more clarification needed in terms of the jurisdiction of the Commission, Committee, and Board.

Carl Miller stated the Board is meeting with an attorney on June 11, 2019 in Eugene to change their nonprofit status to a 501(c)3.

He also has gotten contact names for help with grant writing.

Miller clarified that a comment at the Budget meeting that the Friends of the Little Log Church had the purpose to raise money for the operations of the Little Log Church, which was not true.

Purcell asked the Little Log Church group to inform the City when it pays for items to help maintain and upgrade the facilities.

Hempen asked if the Board had discussed the option of having an interpretive center as part of the facility. The group indicated they could discuss that idea at the next board meeting. Purcell appreciated the Little Log Church's willingness to be open to new ideas.

V. Business

A. Finance/Budget Committee Update

Purcell referred to his report earlier. Berdie noted the maintenance line in the budget was at 42% and had concern about underspending on maintenance. Hoen reported that some of the previous recording of expenses was put in the wrong

categories and this situation was being remedied. She noted it has only been in the last two months that she has had a budget to work with. She stated there would be significant changes in the maintenance activity in the coming year. Purcell added that Hoen was working on an overall maintenance plan. Hoen stated that much of her time in the past year has been addressing unforeseen issues, and she expects to have an ongoing schedule developed soon. Hoen also noted that when she does maintenance work herself, that cost is attributed to her regular pay.

Berdie also asked about the Trails budget being underspent. Langley explained their budget. Purcell stated that the City gets great returns on its investment in Trails. Hoen noted there was some pushback on the Trails budget at the Budget meeting around the Trails not qualifying for Visitors Amenities.

Several Commissioners reported that people have been parking on the 804 Trail along Ocean View Drive. Purcell indicated this issue would fall under Code Enforcement.

B. Trails Letter from Joanne Kittel

Purcell noted the Trails trimmed their budget by \$2,500.

C. Evans/Betz

Purcell reported Evans/Betz was not included in the FY2019-2020 budget. He indicated View the Future decided the cost of the property was too high. Purcell explained the objectives and approaches of the McKenzie River Trust who were interested in investing in a larger package of parcels, especially those that impact the watershed.

D. New Commission Member

Purcell indicated he would plan a course to address this issue.

VI. Other Business

A. From the Commission

Berdie announced the Cape Perpetua Collaborative will be holding their Land-Sea Symposium event at the Commons in November 2019.

Purcell reported the Council will be looking at the role the Commissions and Committees play and they would likely be asked for input.

B. From the floor - none

Purcell adjourned the meeting at 4:30 pm.

John Purcell, Chair

Date

Minutes prepared by H.H. Anderson, June 10, 2019

1 of 2

Parks and Commons Commission Draft Minutes May 16,
2019

Yachats Municipal Code							
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[Title 2 - Administration and Personnel](#)

[Chapter 2.08 - Public Works and Streets Commission, Parks and Commons Commission and Library Commission](#)

Section 2.08.040 Powers and duties.

A. The commissions shall have the powers and duties hereinafter set forth, and such further and additional powers and duties as conferred upon such commissions by laws of the State of Oregon, City Charter, comprehensive plan, ordinances and resolutions of the City Council. All authority of the commissions shall be derived from the City Council.

1. Public Works and Streets Commission.

a. Formulate rules, regulations and standards for the operation and use of the City's public works; recommend such to City Council for adoption.

b. Plan for future growth, development and improvement of the City's public works.

c. Advise the City Director on improvements and maintenance for the City's public works.

d. Recommend improvements or repairs to the City's streets, culverts, drainage and curbing.

e. Review all rates and fees including, but not limited to, water, sewer, and system development yearly and report to the City Council by March 1st of each year and recommend any changes in rates, fees, charges or policy.

f. Serve as the City's Public and Traffic Safety Committee as follows:

i. Hear suggestions and complaints from citizens concerning issues of public and traffic safety;.

ii. Research and develop remedies for public and traffic safety concerns as needed;

iii. Recommend public and traffic safety priorities for the City;

iv. Review and recommend project application for funding;

v. Serve as liaison between the City and the Oregon Traffic Safety Commission in developing the statewide highway safety program, and in meeting the National Highway Safety Program Standards;

vi. Act in an advisory capacity to the Yachats City Council in the implementation of safety activities;

vii. Foster public knowledge and support of traffic law enforcement and traffic engineering problems and needs;

viii. Monitor the Village Circulation Plan portion of the Comprehensive Plan, including implementation, funding, and signage; and

ix. Serve as liaison between the City and Lincoln County in development of the trail system, shoreline access points, and signage as established in the Village Circulation Plan and approved findings vacating portions of County Road 804 South.

g. Serve as a franchise review committee responsible for initially reviewing, negotiating, and recommending to City Council all franchise agreements.

2. Library Commission:

a. Operate and manage the Yachats Public Library;

b. Formulate rules, regulations and standards for operation of the library;

c. Receive gifts, grants, bequests and devises to carry out the purpose of the library;

d. Prepare and submit to the budget officer an annual budget which will be forwarded to the budget committee.

3. Parks and Commons

a. Formulate rules, regulations and standards for the operation of the City's Parks and Commons building and grounds in a manner which assures security of the City's assets and encourages use by tenants, residents and visitors alike and recommend them to City Council for adoption;

b. Establish rental rates for various uses of the Commons; recommend such to City Council for adoption;

c. Maximize income through promotion or co-promotion of appropriate events;

d. Work with the Commons Director in development and implementation of a marketing program for tenants and special programs;

e. Plan for the regulation, development and improvement of the City's parks;

f. Receive gifts, grants, bequests and devises to carry out the purpose of the Commons and parks;

g. Cooperate with volunteer organizations and City groups in the advancement of the Commons and parks planning and programming process; and

h. Work with the Commons Director in the development of the budget for the Commons. Prepare the annual budget for all City parks and submit to the Budget Officer the budget proposals for the parks and the Commons building for forwarding to the Budget Committee.

B. Each commission shall perform such other responsibilities and duties as the City Council, from time to time, may delegate by ordinance, resolution or motion. (Ord. 177 § 4, 1995) (Ord. 264, Amended, 12/18/2006; 209, Amended, 10/09/1998)

View the [mobile version](#).

C) Parks and Commons.

1. Formulate rules, regulations and standards for the operation of the City's Museum, Parks and Commons building and grounds in a manner which assures security of the City's assets and encourages use by tenants, residents and visitors alike; recommend such to City Council for adoption.
 2. Establish rental rates for various uses of the Commons; recommend such to City Council for adoption. The Commission should maximize income through promotion or co-promotion of appropriate events.
 3. Develop and implement a marketing program for tenants and special programs.
 4. The Chair, or Chair's designee, is authorized to prepare and sign Permit Agreements with users.
 5. Plan for the regulations, development and improvement of the City's museum and parks.
 6. Receive gifts, grants, bequest and devises to carry out the purpose of the commons, museum and parks.
 7. Advise and work with the City Superintendent on maintenance, repairs and improvements of the physical plant and grounds.
 8. Cooperate with volunteer organizations and City groups in the advancement of the commons, museum and parks planning and programming process.
 9. Prepare and submit to the Budget Officer a budget proposal to forward to the Budget Committee.
- 2) Each Commission shall perform such other responsibilities and duties as the City Council, from time to time, may delegate by ordinance, resolution or motion.

Section 5. Organization of the Commissions.

- 1) The Commission shall, at the first meeting of each calendar year, elect a chair and Vice-Chair. The Vice-Chair shall assist the Chair and serve in the absence of the Chair.
- 2) Each Commission may select a Secretary from among its members, who shall serve at the pleasure of the Commission or the City Council shall designate a City staff person to act as

Secretary. The Secretary shall keep accurate records of all proceedings of the Commission and shall perform such duties as are requested of the Secretary by the Commission, this Ordinance or by law.

- 3) Four members of a Commission (Library, three members) shall constitute a quorum for the transaction of business.
- 4) Regular meetings of each Commission shall be monthly (except the Library Commission which shall meet at least quarterly) at the City Council chambers. The Chair shall have the power to convene special meetings or cancel regular meetings.
- 5) The City office shall be the office for transaction of Commission business and the keeping of its records.

Section 6. Report to the Council. Each Commission shall make and file with the Council a report of all meetings and transactions of the Commission for the preceding month. Copies of the minutes recorded by the Secretary at the regular and special meeting of the Commission may serve as reports, and shall be filed with the Council as expediently as possible, and in no case more than 30 days after the meeting of the Commission. Each Commission shall, in addition, make other reports as may be requested by the Council.

Section 7. Repeal. Ordinance No. 160, enacted March 11, 1993, is repealed.

PASSED AND ADOPTED by the City Council on the 27th day of December, 1995 by the following vote:

<u>5</u> Ayes	<u>0</u> Abstentions
<u>0</u> Nays	<u>0</u> Absent

APPROVED by the Mayor on the 29th day of December, 1995.

Martha Dillen
Martha Dillen, Mayor

Attest:

Andrea Phelps
Andrea Phelps, City Recorder

Ordinance No. 177
Continuing Commissions

**CITY OF YACHATS
ORDINANCE NO. 209**

**AN ORDINANCE AMENDING §2.08.040 (A) (1) AND (3) OF THE
YACHATS MUNICIPAL CODE, PRESCRIBING THE DUTIES OF
THE PUBLIC WORKS AND STREETS COMMISSION AND THE
PARKS AND COMMONS COMMISSION.**

WHEREAS, the Little Log Church and Museum is managed by a volunteer board, separate from, and no longer under the jurisdiction of, the Parks and Commons Commission; and

WHEREAS, the Commons Director has been assigned duties for which the Commission was once responsible; and

WHEREAS, City Council has determined a need for a Public and Traffic Safety Committee, and the Public Works and Streets Commission has expressed interest in serving in that capacity; and

NOW THEREFORE, the City of Yachats ordains as follows:

SECTION 1. § 2.08.040 (A)(1) of the Yachats Municipal Code shall be amended to read as follows:

1) Public Works and Streets Commission.

- a. Formulate rules, regulations and standards for the operation and use of the City's public works; recommend such to City Council for adoption.
- b. Plan for future growth, development and improvement of the City's public works.
- c. Advise the City Superintendent on improvements and maintenance for the City's public works.
- d. Recommend improvements or repairs to the City's streets, culverts, drainage and curbing.
- e. Review all rates and fees including, but not limited to, water, sewer, and system development yearly and report to the City Council by March 1st of each year and recommend any changes in rates, fees, charges or policy.
- f. **Serve as the City's Public and Traffic Safety Committee as follows:**
 1. Hear suggestions and complaints from citizens concerning issues of public and traffic safety;
 2. Research and develop remedies for public and traffic safety concerns as needed;
 3. Recommend public and traffic safety priorities for the City;
 4. Review and recommend project application for funding;
 5. Serve as liaison between the City and the Oregon Traffic Safety Commission in developing the statewide highway safety program, and in meeting the National Highway Safety Program Standards;
 6. Act in an advisory capacity to the Yachats City Council in the implementation of safety activities;

7. Foster public knowledge and support of traffic law enforcement and traffic engineering problems and needs;
8. Monitor the Village Circulation Plan portion of the Comprehensive Plan, including implementation, funding, and signage; and
9. Serve as liaison between the City and Lincoln County in development of the trail system, shoreline access points, and signage as established in the Village Circulation Plan and approved findings vacating portions of County Road 804 South.

SECTION 2. § 2.08.040 (A)(3) of the Yachats Municipal Code shall be amended to read as follows:

3) Parks and Commons

- a. Formulate rules, regulations and standards for the operation of the City's Parks and Commons building and grounds in a manner which assures security of the City's assets and encourages use by tenants, residents and visitors alike and recommend them to City Council for adoption;
- b. Establish rental rates for various uses of the Commons; recommend such to City Council for adoption;
- c. Maximize income through promotion or co-promotion of appropriate events;
- d. Work with the ~~Commons Director~~ in development and implementation of a marketing program for tenants and special programs;
- e. Plan for the regulation, development and improvement of the City's parks;
- f. Receive gifts, grants, bequests and devises to carry out the purpose of the Commons and parks;
- g. Cooperate with volunteer organizations and City groups in the advancement of the Commons and parks planning and programming process; and
- h. Work with the Commons Director in the development of the budget for the Commons. Prepare the annual budget for all City parks and submit to the Budget Officer the budget proposals for the parks and the Commons building for forwarding to the Budget Committee.

PASSED AND ADOPTED by the City Council of the City of Yachats on this 8th day of October, 1998.

Ayes: 4 Nays: 0 Abstentions: 0 Absent: 1

APPROVED by the Mayor this 9th day of October, 1998.

Attest:


Arthur Roberts, Mayor


Nancy Otterson, City Recorder

Ordinance No. 209

**CITY OF YACHATS
ORDINANCE NO. 264**

**AN ORDINANCE AMENDING THE YACHATS MUNICIPAL CODE SECTION 2.08.040
POWERS AND DUTIES TO INCLUDE AS A DUTY OF THE PUBLIC WORKS AND
STREETS COMMISSION THE RESPONSIBILITY OF FRANCHISE AGREEMENT
REVIEW COMMITTEE**

NOW THEREFORE, the City of Yachats ordains as follows:

Section 1. Section 2.08.040 is hereby amended to read as follows

2.08.040 Powers and duties.

A. The commissions shall have the powers and duties hereinafter set forth, and such further and additional powers and duties as conferred upon such commissions by laws of the state of Oregon, City Charter, comprehensive plan, ordinances and resolutions of the city council. All authority of the commissions shall be derived from the city council.

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- c. Advise the City Superintendent on improvements and maintenance for the City's public works.
- d. Recommend improvements or repairs to the City's streets, culverts, drainage and curbing.
- e. Review all rates and fees including, but not limited to, water, sewer, and system development yearly and report to the City Council by March 1st of each year and recommend any changes in rates, fees, charges or policy.
- f. Serve as the City's Public and Traffic Safety Committee as follows:
 - i. Hear suggestions and complaints from citizens concerning issues of public and traffic safety;
 - ii. Research and develop remedies for public and traffic safety concerns as needed;
 - iii. Recommend public and traffic safety priorities for the City;
 - iv. Review and recommend project application for funding;
 - v. Serve as liaison between the City and the Oregon Traffic Safety Commission in developing the statewide highway safety program, and in meeting the National Highway Safety Program Standards;
 - vi. Act in an advisory capacity to the Yachats City Council in the implementation of safety activities;
 - vii. Foster public knowledge and support of traffic law enforcement and traffic engineering problems and needs;
 - viii. Monitor the Village Circulation Plan portion of the Comprehensive Plan, including implementation, funding, and signage; and
 - ix. Serve as liaison between the City and Lincoln County in development of the trail system, shoreline access points, and signage as established in the Village Circulation Plan and approved findings vacating portions of County Road 804 South.

g. Serve as a franchise review committee responsible for initially reviewing, negotiating, and recommending to City Council all franchise agreements.

2. Library Commission:

- a. Operate and manage the Yachats Public Library;

Public Works & Streets Commission Duties

- b. Formulate rules, regulations and standards for operation of the library;
- c. Receive gifts, grants, bequests and devises to carry out the purpose of the library;
- d. Prepare and submit to the budget officer an annual budget which will be forwarded to the budget committee.

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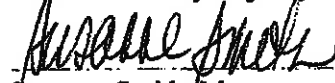
h. Work with the Commons Director in the development of the budget for the Commons. Prepare the annual budget for all City parks and submit to the Budget Officer the budget proposals for the parks and the Commons building for forwarding to the Budget Committee.

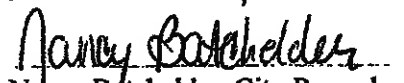
B. Each commission shall perform such other responsibilities and duties as the city council, from time to time, may delegate by ordinance, resolution or motion. (Ord. 177 § 4, 1995)

PASSED AND ADOPTED by the City Council of the City of Yachats on this 14th day of December, 2006

Ayes: 4 Nays: 0 Abstentions: 0 Absent: 1

APPROVED by the Mayor this 14 day of December, 2006.


Susanne Smith, Mayor


Nancy Batchelder, City Recorder

YACHATS COMMUNITY PARK AND WETLANDS

For years, a hidden treasure lay behind the Yachats Commons—a natural wetlands once fed both by streams and by rainwater running down the hills from the east side of Highway 101. Then a manmade ditch drained it and left it to become a tangle of blackberry, salal, and willows. It became a garbage dump for many and was frequented by transients. Over the past ten years, a dedicated corps of volunteers has reclaimed this environmental jewel and brought it back to a healthy, functioning wetlands. This is the story of how the Yachats wetlands was restored.

★

In 1997, when Jerry Kraft retired from his position as an entomology professor at Western Washington University, he and his wife Cheryl moved to Yachats. Both of them became active volunteers in the Yachats community. Jerry joined the Yachats Watershed Council and the Mid-Coast Watersheds Council of Lincoln County. He received a grant to monitor water quality in four watersheds in the county, including the Yachats River, and he trained volunteers to do the monitoring. Jerry joined the Yachats Parks & Commons Commission and was elected to City Council where he began developing plans to restore the wetlands behind the Commons. This wetlands area, approximately 4.3 acres in size, was city property. The restoration project had been considered ever since the old elementary school, now called the Yachats Commons, was bought in 1989 to serve as the location for city government and as a center for community activities. After City Council accepted a master plan for the Yachats Parks & Commons Commission, Jerry developed a three-year plan for the project.

Sadly, Jerry died of cancer in 2003. In his memory, a task force was formed by Cheryl and then-mayor, Lee Corbin. The task force included the following people: Don Niskanen, president of the Friends of the Yachats Commons; Cy Kauffman, chair of the Parks & Commons Commission; Leslie Carter, Parks & Commons Commission; David Schlesinger, fish biologist; Paul Engelmeyer, National Audubon Society; Keith Kraft, Jerry's brother and also an entomologist; Chad Link, developer; Betty Bahn, Master Gardener; Jim Gerdemann, botanist; Jim Adler,

water quality monitor; Ray Meehan, city council member; Mark Doyle, excavator; and Larry Lewis, Yachats city planner. Evelyn Everett joined the task force later.

In 2003, the wetlands appeared as an impenetrable barrier of Himalayan blackberry, ivy, and other invasive species. On the west side of the wetlands was a spruce grove, shaped by years of high winds and salt-laden air. The area had been used as an illegal dump and was inhabited by transients and illicit drug users.

In the 1970s, the Yachats fire chief, Frankie Petrick, home-schooled children in the firehouse. When she took her students into the wetlands for a botany lesson, she pointed to a gnarled spruce tree, Big Spruce, in the middle of the wetlands and told them to meet there if they got separated—it was the only visible landmark above the blackberries. It was hard to know at the time that wetlands existed in the area, but people like Jerry and other members of the task force had the expertise to identify the treasure buried under the snarl of brush and garbage.

Historical evidence supported the biological analysis. Sam Case, Farm Agent for the Alsea Sub-agency that managed the forced relocation of Indians during the years 1860-1875, noted in his annual report for 1869 that crops planted in a boggy area, even root vegetables, failed to thrive. That boggy area may well have been the wetlands west of the Commons. Betty Bahn's mother reported her own mother's accounts of seeing migratory fowl, including swans, landing in the wetlands.

When enough of the blackberries had been removed, members of the task force discovered a deep ditch exiting at W. 6th Street that had been excavated to drain the wetlands. Bert Harley, who moved to Yachats in 1946, and Al Green who attended the Yachats School, also in 1946, remember a stream that they think may have been manmade. Al and his friends played with frogs and pulled skunk cabbage out of the waterway. He remembers it being muddy and he didn't venture too far into the water. Back in 1948, Judy (Carson) Kauffman and Sherri Hall were not supposed to play that far to the west of the elementary school. Sherri said her parents, Doris and Lester Hall, would have been upset if she had come home with muddy shoes, although Judy remembers that the native plants provided a great place for hide-and-seek. The boys, more willing to venture into

the tangle, discovered the ditch. Elaine Harley attended the Yachats School for 6th through 8th grade (1945-1948). Like Judy and Sherri, she doesn't recall going far into the area to play. The spruces on the west side of the wetlands were tiny, Elaine remembers, and you could see the ocean from the school, something that is no longer possible. Another classmate, Doris Gardenhire, remembers how wet the area was, from the back of the school all the way to the Adobe Resort, a memory corroborated by Al Green. By the early seventies, when Frankie and her students cleared a trail for their botanizing expeditions, the area was already a blackberry jungle, although she does also recall the ditch and the swampy conditions.

No one knows for sure why the ditch was excavated. Betty Bahn, a retired nurse, speculates that it was the polio scare of the 1930s and the locals' fears that the wetlands could be a breeding ground for insects that carried the virus. Elaine Harley, also a nurse, supports Betty's speculation. It's also possible that parents thought their children faced more danger from the wetlands than from the possibility of falling into the ditch. One thing is certain: the mud was like glue and difficult to wash off, something the task force members and other wetlands volunteers can personally attest to.

Members of the task force divided into committees to tackle several jobs. The biggest were grant-writing and fundraising. Planner Larry Lewis searched for grant money. Leslie Carter and Cheryl Kraft led the quest for private donations.

Phase 1 was a challenging learning curve for the task force. Permits and approvals had to be obtained from a variety of agencies, even after the Yachats City Council approved the project. Planning, hiring consultants, and complying with State and Federal regulations for wetland restoration work were ongoing tasks. Public hearings were held to get input from local citizens and groups about what they wanted in the wetlands area. Students in the Yachats Youth and Family Activities Program (YYFAP) had some strong desires, including a skate park and a swimming pool. Despite some strong lobbying on behalf of the skate park, neither idea became part of the wetlands restoration project, but other valuable additions did come out of the students' input. One of their wishes was for a Peace Garden, and

at the initiation of Leslie Carter, it was constructed in 2004. The kids continue to tend the garden, producing vegetables and beautiful flowers in raised boxes shaped like a peace symbol. An arbor and trellis were designed and built by Syri Hamilton, bordering the parking lot behind the Commons and creating a separation between the cars and the children's playground to the west.

Larry Lewis, with the assistance of Don Niskanen, wrote a grant application to the Oregon Parks & Recreation Department for \$75,000. The task force met the 40% match requirement, for a total budget of \$125,000.

The task force hired retired OSU professor and landscape architect John Stewart to create a conceptual master plan. John's fee was \$4,000; however, he never sent in a bill for his work, in essence donating his fee to the wetlands project.

In December 2003, a boardwalk was constructed between Big Spruce in the middle of the property to West Sixth Street, connecting to the Yachats Library on Seventh Street. The boardwalk was built by Lake Price, a contractor from Reedsport. The treated wood was environmentally safe, but careful attention was paid to make sure that no treated wood would touch the ground or the wetlands themselves. Concrete pilings supported the framing and decking. One part of the boardwalk is removable, and it was removed temporarily when the west pond was graded in 2006.

Before any further wetlands restoration work could begin, a permit was needed from the DSL. One of the permit requirements was a wetland delineation report. Loverna Wilson, an environmental consultant, prepared a report which documented four separate wetlands areas. Both John Stewart and Loverna visited the site several times in order to complete their reports. Paul Adamus, a wetland scientist, and Nancy Holzhauser, a wetlands consultant, prepared the final report on which the DSL application was based, with a detailed plan for restoration of a fresh-water wetlands.

While DSL is vigilant about approving restoration plans, they may have been "kinder" to the Yachats task force, since it was obvious that the task force was proceeding with persistence and incredible attention to detail to reverse the

damage to this fragile landscape. It took some time, but DSL finally approved the project.

Approval was also needed from the Army Corps of Engineers. However, since the project was small, DSL and the Army Corps of Engineers agreed that no additional permit was needed. The task force also contacted the State Water Board to make sure no additional permits or other requirements would be imposed. They were assured that none were.

While approval of the DSL permit was pending, David Schlesinger, on behalf of the City of Yachats, prepared a grant application to the state Land Conservation and Development Commission (LCDC) for a supplemental grant for wetland restoration. The guidelines for the grant included improvement of access to coastal resources. Of course, that is not what the project intended. The access was there; money was needed to improve the wetlands (coastal resources). Despite not fitting the guidelines, a grant of \$27,000 was awarded with no match requirements. The task force speculated that the reviewers were impressed with the project goals, the objectives already met, and the honesty of the task force.

In 2006, Phase 2 began. Bill Bodewig, a local tree cutter and invasive species remover, and Calder Bell, arborist, were hired to clear out the invasive plants so that others could access the property and start restoration work. The first project was to remove the blackberries and other invasive species covering the four wetland areas, grade those areas, and fill in the drainage ditch that had been there for decades. Steve Trask, a fisheries biologist from Alsea, was hired as the project manager. Terry Duman from Florence, who had done similar work for the Forest Service, was hired to do the grading.

It was determined that additional boardwalks were needed. Application was made to LCDC to re-direct funds still remaining in the grant to finish the boardwalk project. They readily approved, since the boardwalk additions clearly met the application guidelines for enhancing access. Doug Thompson from Roseburg was hired to construct the boardwalk from Big Spruce to Fourth Street. An additional extension was built from the main boardwalk into the spruce forest.

Later, an additional path was built along the east side of the wetlands, again with volunteer labor.

The ballfield was re-oriented from the northwest to the northeast section of the open area adjacent to the wetlands. Fencing was installed on the north border of the field and around home plate to prevent balls from hitting cars, people, and nearby buildings. Nine benches were constructed by Steve Kolstad of Yachats and placed around the wetlands area. All were donated by people to commemorate different individuals. The first plaque was in honor of Jerry Kraft.

An osprey platform was installed. This took some ingenuity. Ordinarily, utility poles are used. New poles, made of specially-raised Douglas fir from Canada, cost \$6,000. Some "retired" poles were located in the Central Lincoln PUD utility yard. The platforms themselves are usually built with a pallet or similar material. However, Betty Bahn and the task force decided they needed something sturdier and found a suitable pallet plan online. PUD paid for the pallet and the task force used their funds to have all the nuts and bolts changed to stainless steel. Ray Meehan built the platform. PUD brought the pole to the chosen site and augured a hole thirteen feet deep. While the PUD staff went to breakfast, task force volunteers attached the nesting platform to the top of the pole. When the pole was finally in place, it stood 60+ feet off the ground. To date, no ospreys have made a home there, but hope remains.

It was agreed that there would be no further alterations beyond the grading and removing invasive species and planting native species. If the wetlands were to fill with water, nature needed to run its course. The task force agreed to wait and see—and as is obvious today, the wetlands did fill with water.

The next phase—planting—was crucial. The deep wetland soils are clay and highly acidic, which is why it takes a lot of scrubbing to remove it from clothes and skin. However, certain plants thrive in this environment. Many wetland plants returned by themselves; a testament to the dormant seeds in the soil bank awaiting suitable conditions to grow. Much to the delight of the task force members, native plants started to appear almost immediately. Green false hellebore

(*Veratrum viride*), Coast Boykinia (*Boykinia elata*), and cattails (*Typha latifolia*) soon appeared.

Two major planting days were scheduled, one in the fall and one in the following spring. Volunteers placed over 4,000 plants in the ground during those two planting days. Nootka rose (*Rosa nutkana*) was planted around the osprey pole, extending thirteen feet out to discourage people from trying to climb it.

Experimentation is ongoing to determine what will grow and thrive in the four wetland areas. Kathleen Sand, previous co-owner of the Gerdemann Botanical Preserve, David Schlesinger, and Betty Bahn planted Western lily (*Lilium occidentale*), a rare and endangered plant, originally collected by Jim Gerdemann. This proved quite successful. An illustrated list of plants can be found on the yachatstrails.org website under the Commons Wetland tab.

Many wildlife species now make their home in the wetlands. Red-legged frogs, an endangered species, are present, as are a variety of ducks, including mallards, scaups, and red phalarope. Green herons, great blue herons, and egrets frequent the wetlands. There are rough-skinned newts and numerous songbirds, including red-winged blackbirds and marsh wrens whose calls ring out from their nests in the willows and cattails. In summer 2012, a muskrat was seen in the main pond harvesting the cattails.

Another YYFAP wish was to have a treehouse adjacent to the playground. The kids brainstormed the design features. Over the next several years, funds were raised and then increased by additional contributions from the Friends of the Commons and the Commons budget. However, when sufficient funds were available, the project stalled because a county permit was needed, including an engineering design. Several local engineers were approached and all declined—for liability reasons and probably lack of experience in designing treehouses. A year or so later, Charlie Greenwood at Treehouse Engineering, agreed to provide the plans at 10% of his standard fees. Bids were obtained from a local licensed builder, but the engineered design and the higher-than-expected labor costs, left the project short of the necessary funds. Ultimately, Chris Graamans, a local wood artist who

had served as chair of YYFAP for many years, offered to build the tree house for free. YYFAP scraped together more money for materials. Construction began in October 2010 and was completed in December.

The covered picnic shelter behind the Commons was completed several years earlier, sponsored by the Lions and the Parks & Commons Commission. However, the cold north winds that blow in the summer diminished its usability. In 2011, glass enclosures were installed under the direction of Dave Rieseck, a city council member at the time.

Maintenance of the wetlands is an ongoing project. It was originally undertaken by Betty Bahn, David Schlesinger (now deceased), and Don Niskanen. Dylan McDowell, a high school student, monitored the area for a year, reporting on plant and wildlife in the wetlands to the Parks & Commons Commission.

YIPS volunteers – a subcommittee of the Yachats Trails Committee – are now doing much of the wetlands maintenance. They have spent many hours in the wetlands park removing blackberry and ivy and mulching the cleared areas with bark. Once the invasive plants are under control, there are plans to add more native plants.

While oral reports from people who lived in Yachats in the mid-forties make it clear that the ditch that drained the wetlands went in before that time, their testimony also attests to the persistence of the wet, boggy area, begging to come back as a functioning wetlands.

This was achieved, as is so much, in Yachats, by the competence, collaboration, tenacity, and vision of the local all-volunteer wetlands task force, and all the many others who donated labor and expertise to achieve that vision. Yachats is a community that is proud of its achievements. As long as we continue in this tradition of volunteers and cooperation, our village will thrive and continue to meet its mission.

The history of the Commons Park and restoration of the wetlands was compiled by Joanne Kittel in consultation with Betty Bahn, Frankie Petrick, David Schlesinger,

Don Niskanen, Cheryl Kraft Wade, Al Green, Sherri Hall, Elaine Harley, Bert Harley, Doris Gardenhire, Larry Lewis, and Andrea Scharf.

**LITTLE LOG CHURCH AND MUSEUM
MINUTES OF MONTHLY BOARD MEETING**

May 9, 2019

Board members present: Mary Crook, Vicki Martin, Karl Christianson, John Thornton, Leon Sterner, Mark Shepherd. Absent: Katie Johnson. Also present: Carl Miller, president of Friends of Little Log Church.

Minutes of previous meeting: Reviewed and approved.

Treasurer's Report: Mark reported that the city is partnering with the Oregon Council of Governments for the handling of financial affairs. Reps will visit Yachats on a regular basis and will handle payroll, bill payments, and processing, the LLC&M's report summaries, etc. They also have an IT consultant who can assist in technical issues. The new bookkeeping program called "Springbrook", to be launched July 1, should help make interpretation of Treasurer's report easier.

Curator's Report: Karl showed board material from a 1998 event honoring Carl Miller when he retired as LLC&M director. Material will go into our archives.

Weddings and Events: One wedding was held in April; a June 9th 40th anniversary renewal has been scheduled; there have been several calls of interest for future dates; the renaissance musicians from Eugene, who call themselves Byrdsong Consort are looking at dates for a concert in June or July. Their last concert here was a big success. Mary gave them some open dates last Sunday; possibility of a Buddhist priest visit for meditation, but no date set yet.

Volunteer Report: We are covering shifts.

Landscaping: Jack and Mary Eriksen are moving to Arizona. Their last date will be June 30th. Eriksens recommended a Mike Dedrickson as replacement. He has many years' experience. Karl will get contact information.

Chimes: Chimes ring inside and outside at noon and six p.m. The chimes set to go off inside only at 1:00 p.m. and 2:00 p.m., however, are not ringing, although we can hear the computer kick in at those times. Vicki said she would contact JD about it. Meanwhile Mark S. said he would be happy to take a look at the computer.

Other Business: (1) The small heaters (one in museum and one in sanctuary) still have not been fixed. Mark S. said the heaters are identical to ones he has at his home, and he could take a look at them. Mary will give him a key so he can come in at his convenience. (2) Carl, Karl, and Leon met with local writer Quentin Smith of Yachats News.com. Smith wanted to get their take on the LLC&M's changes and challenges. Karl said he did a good job on the article. (3) Mark said he spoke with Heather about blocking access to our outside power outlets. She suggested covering them with a tamper-proof locking cover. This would help to discourage homeless and/or vagrants from using them to charge their cell phones (or worse, bringing in hotplates, etc.)

Friends Account: \$9796.09. In addition, Mary turned over \$273 to Friends Account today, which was proceeds from sales of historical pictures and color notecards.

Karl has been researching differences between 501(c)3 and 501(c)4. Board agreed to pursue information with a qualified attorney regarding changing to a 501(c)3. Biggest advantage is contributors may avail themselves of tax deductible benefits for any contribution amount. In addition, it would allow us to do fundraising on a larger

Minutes submitted by Mary Crook

scale. Karl said he has a potential contribution of \$20,000 that has been offered, but he wants to check on the advantage of 501(c)3 status first. Carl has contact information on the attorney, and will write down specific questions in preparation for his meeting. It can be an expensive undertaking, (as much as \$3800) but might benefit us in the long run.

Outreach: Carl and Heather have already met with the Lions Club to explain the LLC&M situation and got a very favorable reception. They are scheduled to meet with the Ladies Club on May 15th, and Mary and Heather will meet with the Yachats Chamber of Commerce on May 22nd. Carl said that several people, both permanent and part time residents, have already approached him with offers to help with fundraising.

There were no events held in May. One 40th wedding vow renewal was held in June. It was to be a surprise for the wife, and the surprise came off beautifully, with children and grandchildren all in attendance, sitting in silence in the sanctuary before the couple came in. The entire event lasted about 20 minutes.

The Byrdsong Consort was a big success. The concert was well-publicized in area newspapers, including *Oregon Coast Today*. There was also coverage in social media and some on-line publications. There were approximately 50 people in the audience. The program consisted primarily of 16th to 18th music performed on harpsicord, viols, violins, hornpipe and recorder. The last three pieces were by The Beatles. Mary introduced the group. In addition she briefly informed the audience about the Log Church's future and building project. The group earned a standing ovation. They want to return, perhaps at holiday time for another concert. They are very supportive of the Log Church, and want to see it restored and very much alive. In addition to the usual use fee, they gave us an additional donation of \$50.00.

The next event will be on Saturday, July 6th from 7:00 p.m. to 8:00 p.m. A Buddhist priest, Lama Phurbu Tashi Rinpoche, will give a brief talk and offer a special evening blessing. He has studied with spiritual teachers in Tibet and India, and is founder and spiritual teacher of the Gampopa Center in Annapolis, MD. He regularly conducts pilgrimages in India, and has a yearly schedule of teachings in Indonesia. He was invited to visit Yachats by a local resident, and we are fortunate to have his presence at our Little Log Church. Donations will be welcome and appreciated.

Facilities Manager Report

June 2019

The new entrance signs are finished and installed.

The Farmers Market is running smoothly, I am hearing a lot of happy vendors. There is some question to the need of a better bathroom solution for the vendors.

The bird netting has arrived; I am working on a plan for installation.

Public works have said that they can make a temporary fix to the backstop on the ball field but would like to know if there are any long term solutions being discussed.

I have met with an arborist and come up with a maintenance plan for the Commons Grounds, 501 building and LLC&M. The plan includes the care of the trees watering and such. As well as the removal of dead and dying branches to help preserve the life of the trees.

LLC&M is in need of a new landscaper. The one that had been doing it has moved, and made a recommendation for another.

Reservations are going well, day to day activities as well as larger reservations. I have shown the building to 3 different couples for weddings that are coming later in the year.

I have been approached by a citizen (Scott Weight) that is concerned and willing to help with the maintenance of the skate park. He will be attending the P&CC meeting.

Respectfully Submitted

Heather Hoen



LOCAL FOOD EVERY
SUNDAY
9AM - 2PM

ARTISAN FOOD - LOCAL FARMS - ENTERTAINMENT
FRESH PRODUCE - BREAD - MUSIC AND MORE



YACHATS

FARMERS MARKET



SUNDAYS • 9 A.M. TO 2 P.M.
Yachats Commons • Hwy. 101 & W. 4th Street
Mid-May Through Mid-October



Yachats Farmer's Market

Find us on Facebook!
Yachats Farmers Market

*Local & Regional Farm
& Food Products, Local Crafts*

**WEEKLY ON SUNDAYS,
MAY - OCTOBER, & 4TH OF JULY
YACHATS COMMONS,
4TH ST & HWY 101 N, YACHATS,
9:00 AM - 2:00 PM**

June 17, 2019

Yachats Farmers Market
ATT: Blythe Collins
PO Box 434
Yachats, OR 97498

John Purcell – Chair
Yachats Parks & Commons Commission
City Hall
441 Highway 101 N
Yachats, OR. 97498

Re: Yachats Farmers Market update

Dear Mr. Purcell;

Herewith is an update for the Parks & Commons Commission on the Yachats Farmers Market.

By the numbers, we currently have 44 vendors signed up for the 2019 Market season. Of those 36 are returning vendors and 8 are new vendors. For the first 5 weeks of the Market we have averaged 34 vendors attending and 37 out of 40 available spaces used. A copy of the Vendor list is attached. After several discussions with Facilities Manager Hoen, we will be placing vendors in the area in front of the Commons, as needed.

We also have 4 Non-Profits joining us during the season:

Habitat for Humanity from Newport will be with us one weekend a month starting June 30th.

YYFAP will be with us through the 4th of July.

The Pollinator Corridor Project will be with us for several more market days in June

Yachats Emergency Preparedness Committee will be with us once a month starting June 30th..

We are looking for a few more Non-Profits to offer space to during Market days.

We have been investing in new road signs, and banners and flags. More are in the works. We have expanded the number of road signs placed out North and South of the City.

We have an ad running in the Oregon Coast Today weekly through the season. We have 3 ads on NewsLincolnCounty.county that will be running until the end of the season.. We are exploring additional venues for print advertising. Oregon Coast Magazine is a quarterly publication and we were too late for their Summer issue. Their Fall issue is published in August, so it did not seem a good use of advertising dollars for this year. Copies of the current ads are attached. We are reworking the Yachats Farmers Market flyer for distribution to area Hotels and Tourist Information Centers. A copy of the old flyer is attached.

We are posting several times a week on Facebook with very good results and high levels of interest. We are getting between 1,200 and 1,600 views per post and our "Likes" are growing. We will also be starting to use Instagram as another Social Media marketing tool, and looking at other Social Media options to expand our reach.

The Yachats Farmers Market is now a member of the Oregon Farmers Markets Association. We are included in their 2019 Oregon Markets Guide and we are on their website in their "Find A Market"

section. Additionally, we are now members of the “National Markets Coalition”, a nationwide organization of Farmers Markets. Both Organizations are great resources as we develop our market further.

Blythe Collins will be in attendance at your June meeting and will be able to provides more information and answer any questions you might have.

Sincerely,
George Mazeika
For and on Behalf of Yachats Farmers Market\

Attachments:

2019 Vendor List
Oregon Coast Today Ad
NewsLincolncounty.com ads
Yachats Farmers Market Flyer

2019 Farmers Market Vendors

Returning Vendors

1. David Brownsanders – Artisan, Art Glass
2. Charmaine Pesnell - Jewelry
3. Janette & Kevin Square - Art
4. Gary Meier- Artisan, Wood Turning
5. Paul & Jennifer Ingram - FOOD
6. Nicole Loxley – Artisan, Leather Work
7. JD & Kristi Meredith FOOD & Artisan
8. Alana & John Williams - Craft
9. Veun Virasak-Holmes - FARM
10. Vicki Fronk - Craft
11. Cliff Bradford- Artisan, Art Glass
12. Marie Corrigan - Jewelry
13. George & Karen Banks - FOOD
14. Bill & Claire Deiffs – Artisan, Pottery
15. Betsy Price & Whitney Anderson - Craft
16. Keri Anderson - Lotions
17. Patricia (Ann) Nicholson - Artisan
18. Sherrie Hansen - FARM
19. Anja & Mark Chavez (jewelry)
20. Anja & Mark Chavez (Busters dog treats)
21. Nathan Angelo -Tru Essentials - Lotions
22. Martha Daley - Craft
23. Ruth Zimmer - Craft
24. Trevor Michal – Fish
25. Leo Odegard – FARM
26. Judy Hiscock - Artisan
27. Dessa Ireland –Crafts, Driftwood Art
28. Juan Chavez - Jewelry
29. Judy Fleagle - Book
30. Vicente Velasquez – FARM
31. Eileen Quinn – Craft
32. Rainforest Mushrooms – FARM
33. Jon King – Artisan, Pottery
34. Square Root Farms – Farm
35. Vicky Frecknell – Artisan, Clothing
36. Cheka Simonton - Artisan

New Vendors

37. David Diamond – Farm, Succulents
38. Monique Guzman – Wire Wrap Jewelry
39. Dean & Shelly Shrock –Driftwood Birdhouses, Driftwood Art
40. Frances O’Halloran – Herbalist
41. Ellie Osmer – Osmer Family Farms. FARM
42. Rex Smith – Copperrockwood – Artisan, Metal sculpture
43. Alissa ClarkClayworks- Artisan, Pottery
44. Walker Farms – Farm, Meats & Preserves

6/17/19
 4:28 PM
 YIKIMMIE
 FUND-150 CAPITAL RESERVES
 DEPT-123 LLMC CHURCH & MUSEUM

CITY OF YACHATS
 REVENUE/EXPENDITURE REPORT
 7/01/18 THRU 5/31/19

PAGE 1
 G11831
 G11 0 S

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
R E V E N U E S						
3-60-4860	TRANS FROM GEN FUND-PROJ					0
3-60-4863	TRANS FROM VISITOR AMENIT	112,000	112,000.00	112,000.00		100
3-60-4864	LLMC RESERVES	4,600	31,600.00	31,600.00	27,000.00-	687
	OPERATING TRANSFERS	116,600	143,600.00	143,600.00	27,000.00-	123
T O T A L DEPT 123 R E V E N U E		116,600	143,600.00	143,600.00	27,000.00-	123
E X P E N S E S						
5-10-5160	CAPITALIZED LABOR	1,000			1,000.00	0
	PERSONNEL SERVICES	1,000			1,000.00	0
5-40-7922	CAP OUTLAY: CITY AMENITIE	149,000	4,847.50	4,847.50	144,152.50	3
	CAPITAL OUTLAY	149,000	4,847.50	4,847.50	144,152.50	3
	TOTAL PERSONAL SERVICES	1,000			1,000.00	0
	TOTAL MATERIAL & SERV					0
	TOTAL CAPITAL OUTLAY	149,000	4,847.50	4,847.50	144,152.50	3
	TOTAL ALL OTHER					0
T O T A L DEPT 123 E X P E N D I T U R E		150,000	4,847.50	4,847.50	145,152.50	3

6/17/19
4:28 PM
YIKIMMIE
FUND-150 CAPITAL RESERVES
DEPT-124 COMMONS BUILDING

CITY OF YACHATS
REVENUE/EXPENDITURE REPORT

7/01/18 THRU 5/31/19

PAGE 2
G11831
G11 0 S

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
R E V E N U E S						
3-30-4480	GRANT		40,000.00	40,000.00	40,000.00-	0
	REVENUE		40,000.00	40,000.00	40,000.00-	0
3-60-4864	PARKS & COMMONS RESERVES	35,500	8,500.00	8,500.00	27,000.00	24
	OPERATING TRANSFERS	35,500	8,500.00	8,500.00	27,000.00	24
T O T A L DEPT 124 R E V E N U E		35,500	48,500.00	48,500.00	13,000.00-	137
E X P E N S E S						
5-10-5160	CAPITALIZED LABOR	1,500			1,500.00	0
	PERSONNEL SERVICES	1,500			1,500.00	0
5-40-7922	CAPITAL IMPROVEMENTS	113,500	115,167.79	115,167.79	1,667.79-	101
	CAPITAL OUTLAY	113,500	115,167.79	115,167.79	1,667.79-	101
	TOTAL PERSONAL SERVICES	1,500			1,500.00	0
	TOTAL MATERIAL & SERV					0
	TOTAL CAPITAL OUTLAY	113,500	115,167.79	115,167.79	1,667.79-	101
	TOTAL ALL OTHER					0
T O T A L DEPT 124 E X P E N D I T U R E		115,000	115,167.79	115,167.79	167.79-	100

6/17/19
4:28 PM
YIKIMMIE
FUND-150 CAPITAL RESERVES
DEPT-125 PARKS

CITY OF YACHATS
REVENUE/EXPENDITURE REPORT

7/01/18 THRU 5/31/19

PAGE 3
G11831
G11 0 5

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
R E V E N U E S						
3-60-4810	TRANS FROM URBAN RENEWAL	8,000	8,000.00	8,000.00		100
3-60-4863	TRANS FROM VISITOR AMENIT	60,000	60,000.00	60,000.00		100
	OPERATING TRANSFERS	68,000	68,000.00	68,000.00		100
T O T A L DEPT 125 R E V E N U E		68,000	68,000.00	68,000.00		100
E X P E N S E S						
5-10-5160	CAPITALIZED LABOR	2,650			2,650.00	0
	PERSONNEL SERVICES	2,650			2,650.00	0
5-40-7922	CAP OUT: CITY AMENITIES	57,350			57,350.00	0
	CAPITAL OUTLAY	57,350			57,350.00	0
	TOTAL PERSONAL SERVICES	2,650			2,650.00	0
	TOTAL MATERIAL & SERV					0
	TOTAL CAPITAL OUTLAY	57,350			57,350.00	0
	TOTAL ALL OTHER					0
T O T A L DEPT 125 E X P E N D I T U R E		60,000			60,000.00	0
T O T A L FUND 150 R E V E N U E		220,100	260,100.00	260,100.00	40,000.00-	118
	FUND PERSONAL SERVICES	5,150			5,150.00	0
	FUND MATERIAL & SERV					0
	FUND CAPITAL OUTLAY	319,850	120,015.29	120,015.29	199,834.71	38
	FUND ALL OTHER					0
T O T A L FUND 150 E X P E N D I T U R E		325,000	120,015.29	120,015.29	204,984.71	37
	FUND PRIOR BALANCE					
	NET FUND BALANCE	140,084.71				

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FUND-240 CITY AMENITIES
DEPT-123 LLMC CHURCH & MUSEUM

CITY OF YACHATS
REVENUE/EXPENDITURE REPORT

7/01/18 THRU 5/31/19

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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
R E V E N U E S						
3-01-0101	CASH CARRY FORWARD REVENUE					0 0
3-30-4335	RENTS OR FEES	2,000	1,745.00	1,745.00	255.00	87
3-30-4460	INVENTORY SALE		335.00	335.00	335.00-	0
3-30-4480	GIFTS AND DONATIONS REVENUE	1,000 3,000	1,277.00 3,357.00	1,277.00 3,357.00	277.00- 357.00-	128 112
3-60-4860	GENERAL FUND SUPPORT	3,225	3,225.00	3,225.00		100
3-60-4864	VISITOR AMENITIES SUPPORT OPERATING TRANSFERS	9,675 12,900	9,675.00 12,900.00	9,675.00 12,900.00		100 100
T O T A L DEPT 123 R E V E N U E		15,900	16,257.00	16,257.00	357.00-	102
E X P E N D I T U R E S						
5-10-5160	ALLOCATED LABOR PERSONNEL SERVICES	2,500 2,500	3,359.32 3,359.32	3,359.32 3,359.32	859.32- 859.32-	134 134
5-20-5220	MARKETING/ROAD SIGN	200	184.00	184.00	16.00	92
5-20-5222	INSURANCE	1,000	708.72	708.72	291.28	71
5-20-5251	OFFICE PHONE/CELL/DSL	700	600.17	600.17	99.83	86
5-20-5252	OFFICE UTILITIES	1,400	1,476.62	1,476.62	76.62-	105
5-20-5330	BUILDING OR LAND MAINTEN	500	182.16	182.16	317.84	36
5-20-5345	INVENTORY PURCHASES	1,000			1,000.00	0
5-20-5421	PARKS/GROUNDS MAINTENANCE	3,000	2,882.03	2,882.03	117.97	96
5-20-5440	EQUIPMENT AND FURNISHINGS	500			500.00	0
5-20-5490	MATERIALS/SERVICES OTHER MATERIALS AND SERVICES	500 8,800	793.39 6,827.09	793.39 6,827.09	293.39- 1,972.91	159 78
5-60-7126	INTERFUND TRANS: CAP RSRV INTERFUND TRANSFERS	4,600 4,600	4,600.00 4,600.00	4,600.00 4,600.00		100 100
	TOTAL PERSONAL SERVICES	2,500	3,359.32	3,359.32	859.32-	134
	TOTAL MATERIAL & SERV	8,800	6,827.09	6,827.09	1,972.91	78
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	4,600	4,600.00	4,600.00		100
T O T A L DEPT 123 E X P E N D I T U R E		15,900	14,786.41	14,786.41	1,113.59	93

CITY OF YACHTS
REVENUE/EXPENDITURE REPORT

7/01/18 THRU 5/31/19

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
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REVENUES

3-01-0101	CASH CARRY FORWARD					0
	REVENUE					0
3-30-4335	RENTS AND FEES	22,000	23,791.60	23,791.60	1,791.60-	108
3-30-4460	CITY HALL RENTAL INCOME	17,600	17,800.00	17,800.00		100
3-30-4480	GIFTS AND DONATIONS					0
	REVENUE	39,800	41,591.60	41,591.60	1,791.60-	105
3-60-4860	GENERAL FUND SUPPORT	93,000	93,000.00	93,000.00		100
3-60-4864	VISITOR AMENITIES SUPPORT	30,000	30,000.00	30,000.00		100
	OPERATING TRANSFERS	123,000	123,000.00	123,000.00		100

TOTAL DEPT 124 REVENUE

EXPENSES

5-10-5160	ALLOCATED LABOR	40,000	29,867.69	29,867.69	10,132.31	75
	PERSONNEL SERVICES	40,000	29,867.69	29,867.69	10,132.31	75
5-20-5222	INSURANCE	5,500	4,830.00	4,830.00	670.00	88
5-20-5240	OFFICE MATERIALS/SUPPLIES	250	656.98	656.98	406.98-	263
5-20-5251	OFFICE PHONE/CELL/DSL	1,500	304.17	304.17	1,195.83	20
5-20-5252	OFFICE UTILITIES	5,000	5,203.87	5,203.87	203.87-	104
5-20-5260	PROFESSIONAL SERVICES	38,000	33,125.00	33,125.00	4,875.00	87
5-20-5317	TOOLS & SMALL EQUIPMENT	550			550.00	0
5-20-5330	BUILDING OR LAND MAINTEN	20,000	9,510.59	9,510.59	10,489.41	48
5-20-5335	CUSTODIAL SUPPORT/SUPPLY	14,500	16,504.27	16,504.27	2,004.27-	114
5-20-5490	MATERIALS/SERVICES OTHER	500	150.00	150.00	350.00	30
5-40-7922	CAP OUT: CITY AMENITIES					0
	CAPITAL OUTLAY					0
5-50-5800	CONTINGENCIES	10,000			10,000.00	0
	OTHER USES	10,000			10,000.00	0
5-60-7126	INTERFUND TRANS: CAP RSRV	27,000	27,000.00	27,000.00		100
	INTERFUND TRANSFERS	27,000	27,000.00	27,000.00		100
	TOTAL PERSONAL SERVICES	40,000	29,867.69	29,867.69	10,132.31	75
	TOTAL MATERIAL & SERV	85,800	70,284.88	70,284.88	15,515.12	82
	TOTAL CAPITAL OUTLAY	37,000	27,000.00	27,000.00	10,000.00	73
	TOTAL ALL OTHER	162,800	127,152.57	127,152.57	35,647.43	78
	TOTAL DEPT 124 EXPENDITURE					

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DEPT-125 PARKS

CITY OF YACHATS
REVENUE/EXPENDITURE REPORT
7/01/18 THRU 5/31/19

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ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNENCUMBERED BALANCE	%
R E V E N U E S						
3-30-4335	RENTS OR FEES	500			500.00	0
	REVENUE	500			500.00	0
3-60-4860	GENERAL FUND SUPPORT	9,125	9,125.00	9,125.00		100
3-60-4863	VISITOR AMENITIES SUPPORT	27,375	27,375.00	27,375.00		100
	OPERATING TRANSFERS	36,500	36,500.00	36,500.00		100
T O T A L DEPT 125 R E V E N U E		37,000	36,500.00	36,500.00	500.00	99
E X P E N D I T U R E S						
5-10-5160	ALLOCATED LABOR	6,000	4,616.78	4,616.78	1,383.22	77
	PERSONNEL SERVICES	6,000	4,616.78	4,616.78	1,383.22	77
5-20-5224	TRAILS SUPPLIES/SERVICES	20,000	6,361.60	6,361.60	13,638.40	32
5-20-5330	BUILDING OR LAND MAINTEN	1,000	1,067.00	1,067.00	67.00	107
5-20-5421	PARKS/GROUNDS MAINTENANCE	10,000	6,588.28	6,588.28	3,411.72	66
	MATERIALS AND SERVICES	31,000	14,016.88	14,016.88	16,983.12	45
	TOTAL PERSONAL SERVICES	6,000	4,616.78	4,616.78	1,383.22	77
	TOTAL MATERIAL & SERV	31,000	14,016.88	14,016.88	16,983.12	45
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER					0
T O T A L DEPT 125 E X P E N D I T U R E		37,000	18,633.66	18,633.66	18,366.34	50
T O T A L FUND 240 R E V E N U E		215,700	217,348.60	217,348.60	1,648.60	101
	FUND PERSONAL SERVICES	48,500	37,843.79	37,843.79	10,656.21	78
	FUND MATERIAL & SERV	125,600	91,128.85	91,128.85	34,471.15	73
	FUND CAPITAL OUTLAY					0
	FUND ALL OTHER	41,600	31,600.00	31,600.00	10,000.00	76
T O T A L FUND 240 E X P E N D I T U R E		215,700	160,572.64	160,572.64	55,127.36	74
	FUND PRIOR BALANCE					
	NET FUND BALANCE	56,775.96				
	GRAND TOTAL REVENUE	435,800	477,448.60	477,448.60	41,648.60	110
	TOTAL PERSONAL SERVICES	53,650	37,843.79	37,843.79	15,806.21	71
	TOTAL MATERIAL & SERV	125,600	91,128.85	91,128.85	34,471.15	73
	TOTAL CAPITAL OUTLAY	319,850	120,015.29	120,015.29	199,834.71	38
	TOTAL ALL OTHER	41,600	31,600.00	31,600.00	10,000.00	76
	GRAND TOTAL EXPENDITURE	540,700	280,587.93	280,587.93	260,112.07	52
	PRIOR BALANCE					
	NET FUND BALANCE	196,860.67				

REPORT TO PARKS AND COMMONS COMMISSION

DATE: June 13, 2019
MEMO TO: Parks and Commons Commission Members
FROM: Mary Crook, Little Log Church Board Secretary, Volunteer Coordinator, Events Coordinator.

The Board of the Little Log Church and Museum met Thursday, June 13, 2019. You will receive minutes from that meeting after the Board approves them next monthly meeting. Board approved the minutes of the previous meeting, and a copy of those minutes is included with this report.

FYI, I have consulted two long-time friends of mine in Portland who are professional fund raisers. They have a personal history with Yachats – probably over thirty years of family visits. They have provided some invaluable insights and suggestions about fund raising, which we will share with you at a later date.

Statistics: Volunteers: The newest member of our board, Mark Shepherd, has offered to serve as a substitute volunteer. Substitutes are often called on short notice, and are very much appreciated. Mark has already made himself very valuable as our carillon technologist. He also personally delivered our yard debris container, saving the city the \$25.00 delivery fee charged by Dahl Disposal. He has demonstrated a willingness to be on tap for just about anything we need at the LLC&M – including re-stocking the poop bag dispenser in the garden. We are happy to have him aboard!

The **fiscal year-to-date hours** for volunteers from July 1, 2018 to June 13, 2019 amount to **937**. The total hours for each volunteer for the current fiscal year will be provided at the end of June 2019, as is required by the city for workers' compensation insurance purposes.

Statistics: Income: We record income from weddings and events, sales, and donations and submit to the city periodically. A report of totals for the last two complete fiscal years and for the YTD current year is included in this packet. In summary, the LLC&M has deposited **\$2,261** for fiscal year 2016-2017); **\$3,164.25** for fiscal year 2017-2018; and YTD for fiscal year through April 29, 2019 has been **\$2,638**.

Statistics: Visitors: YTD this fiscal year (July 1, 2018 through June 12, 2019) our volunteers have enjoyed greeting **2148** visitors from 35 states and 12 countries and provinces (South Africa, Alberta and British Columbia, Canada, the U.K., Sweden, France, Italy, Germany, Israel, Australia, Hungary, and Switzerland). Summer will always bring more, of course. We try to ask our visitors to sign our guest book and comment if they wish. Some slip by, but we think this gives us an idea of who stops by to see us.

Events: One 40th wedding vow renewal was held in June. It was to be a surprise for the wife, and the surprise came off beautifully, with children and grandchildren all in attendance, sitting in silence in the sanctuary before the couple came in. The entire event lasted about 20 minutes.

The Byrdsong Consort was a big success. The concert was well-publicized in area newspapers, including *Oregon Coast Today*. There was also coverage in social media and some on-line publications. There were approximately 50 people in the audience – almost a full house. The program consisted primarily of 16th to 18th music performed on harpsicord, viols, violins, hornpipe and recorder. The last three pieces were by The Beatles. Mary introduced the group. In addition she briefly informed the audience about

the Log Church's future and building project. The group earned a standing ovation. They want to return, perhaps at holiday time for another concert. They are very supportive of the Log Church, and want to see it restored and very much alive. In addition to the usual use fee, they gave us an additional donation of \$50.00.

The next event will be on Saturday, July 6th from 7:00 p.m. to 8:00 p.m. A Buddhist priest, Lama Phurba Tashi Rinpoche, will give a brief talk and offer a special evening blessing. He has studied with spiritual teachers in Tibet and India, and is founder and spiritual teacher of the Gampopa Center in Annapolis, MD. He regularly conducts pilgrimages in India, and has a yearly schedule of teachings in Indonesia. He was invited to visit Yachats by a local resident, and we are fortunate to have his presence at our Little Log Church. Donations will be welcome and appreciated.

Our philosophies and more: (This was in our last report to you, but I wanted to include it again because it is so integral to who we are.) Our volunteers all agree we are ambassadors of Yachats – an enthusiastic visitor center, if you will. Literally hundreds and hundreds of people glean valuable information about the Yachats area – where to go for sights, nature, walks, eats and more. They may be first time visitors or have come here for years. Many get their information from our volunteers. Many return for other Yachats experiences. The information we share link with lodgings, restaurants, parks, shops and more. In short, we are all tied together. Yes, we are more than just a museum; we are part of the place called Yachats.

Thank you for the opportunity to share this information with you.

Sincerely,

Mary Crook
For the Little Log Church and Museum

Yachats Municipal Code							
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[Title 2 - Administration and Personnel](#)

[Chapter 2.08 - Public Works and Streets Commission, Parks and Commons Commission and Library Commission](#)

Section 2.08.040 Powers and duties.

A. The commissions shall have the powers and duties hereinafter set forth, and such further and additional powers and duties as conferred upon such commissions by laws of the State of Oregon, City Charter, comprehensive plan, ordinances and resolutions of the City Council. All authority of the commissions shall be derived from the City Council.

1. Public Works and Streets Commission.

a. Formulate rules, regulations and standards for the operation and use of the City's public works; recommend such to City Council for adoption.

b. Plan for future growth, development and improvement of the City's public works.

c. Advise the City Director on improvements and maintenance for the City's public works.

d. Recommend improvements or repairs to the City's streets, culverts, drainage and curbing.

e. Review all rates and fees including, but not limited to, water, sewer, and system development yearly and report to the City Council by March 1st of each year and recommend any changes in rates, fees, charges or policy.

f. Serve as the City's Public and Traffic Safety Committee as follows:

i. Hear suggestions and complaints from citizens concerning issues of public and traffic safety;.

ii. Research and develop remedies for public and traffic safety concerns as needed;

iii. Recommend public and traffic safety priorities for the City;

iv. Review and recommend project application for funding;

v. Serve as liaison between the City and the Oregon Traffic Safety Commission in developing the statewide highway safety program, and in meeting the National Highway Safety Program Standards;

vi. Act in an advisory capacity to the Yachats City Council in the implementation of safety activities;

vii. Foster public knowledge and support of traffic law enforcement and traffic engineering problems and needs;

viii. Monitor the Village Circulation Plan portion of the Comprehensive Plan, including implementation, funding, and signage; and

ix. Serve as liaison between the City and Lincoln County in development of the trail system, shoreline access points, and signage as established in the Village Circulation Plan and approved findings vacating portions of County Road 804 South.

g. Serve as a franchise review committee responsible for initially reviewing, negotiating, and recommending to City Council all franchise agreements.

2. Library Commission:

a. Operate and manage the Yachats Public Library;

b. Formulate rules, regulations and standards for operation of the library;

c. Receive gifts, grants, bequests and devises to carry out the purpose of the library;

d. Prepare and submit to the budget officer an annual budget which will be forwarded to the budget committee.

3. Parks and Commons

a. Formulate rules, regulations and standards for the operation of the City's Parks and Commons building and grounds in a manner which assures security of the City's assets and encourages use by tenants, residents and visitors alike and recommend them to City Council for adoption;

b. Establish rental rates for various uses of the Commons; recommend such to City Council for adoption;

c. Maximize income through promotion or co-promotion of appropriate events;

d. Work with the Commons Director in development and implementation of a marketing program for tenants and special programs;

e. Plan for the regulation, development and improvement of the City's parks;

f. Receive gifts, grants, bequests and devises to carry out the purpose of the Commons and parks;

g. Cooperate with volunteer organizations and City groups in the advancement of the Commons and parks planning and programming process; and

h. Work with the Commons Director in the development of the budget for the Commons. Prepare the annual budget for all City parks and submit to the Budget Officer the budget proposals for the parks and the Commons building for forwarding to the Budget Committee.

B. Each commission shall perform such other responsibilities and duties as the City Council, from time to time, may delegate by ordinance, resolution or motion. (Ord. 177 § 4, 1995) (Ord. 264, Amended, 12/18/2006; 209, Amended, 10/09/1998)

View the [mobile version](#).

C) Parks and Commons.

1. Formulate rules, regulations and standards for the operation of the City's Museum, Parks and Commons building and grounds in a manner which assures security of the City's assets and encourages use by tenants, residents and visitors alike; recommend such to City Council for adoption.
 2. Establish rental rates for various uses of the Commons; recommend such to City Council for adoption. The Commission should maximize income through promotion or co-promotion of appropriate events.
 3. Develop and implement a marketing program for tenants and special programs.
 4. The Chair, or Chair's designee, is authorized to prepare and sign Permit Agreements with users.
 5. Plan for the regulations, development and improvement of the City's museum and parks.
 6. Receive gifts, grants, bequest and devises to carry out the purpose of the commons, museum and parks.
 7. Advise and work with the City Superintendent on maintenance, repairs and improvements of the physical plant and grounds.
 8. Cooperate with volunteer organizations and City groups in the advancement of the commons, museum and parks planning and programming process.
 9. Prepare and submit to the Budget Officer a budget proposal to forward to the Budget Committee.
- 2) Each Commission shall perform such other responsibilities and duties as the City Council, from time to time, may delegate by ordinance, resolution or motion.

Section 5. Organization of the Commissions.

- 1) The Commission shall, at the first meeting of each calendar year, elect a chair and Vice-Chair. The Vice-Chair shall assist the Chair and serve in the absence of the Chair.
- 2) Each Commission may select a Secretary from among its members, who shall serve at the pleasure of the Commission or the City Council shall designate a City staff person to act as

Secretary. The Secretary shall keep accurate records of all proceedings of the Commission and shall perform such duties as are requested of the Secretary by the Commission, this Ordinance or by law.

- 3) Four members of a Commission (Library, three members) shall constitute a quorum for the transaction of business.
- 4) Regular meetings of each Commission shall be monthly (except the Library Commission which shall meet at least quarterly) at the City Council chambers. The Chair shall have the power to convene special meetings or cancel regular meetings.
- 5) The City office shall be the office for transaction of Commission business and the keeping of its records.

Section 6. Report to the Council. Each Commission shall make and file with the Council a report of all meetings and transactions of the Commission for the preceding month. Copies of the minutes recorded by the Secretary at the regular and special meeting of the Commission may serve as reports, and shall be filed with the Council as expediently as possible, and in no case more than 30 days after the meeting of the Commission. Each Commission shall, in addition, make other reports as may be requested by the Council.

Section 7. Repeal. Ordinance No. 160, enacted March 11, 1993, is repealed.

PASSED AND ADOPTED by the City Council on the 27th day of December, 1995 by the following vote:

<u>5</u> Ayes	<u>0</u> Abstentions
<u>0</u> Nays	<u>0</u> Absent

APPROVED by the Mayor on the 29th day of December, 1995.

Martha Dillen
Martha Dillen, Mayor

Attest:

Andrea Phelps
Andrea Phelps, City Recorder

Ordinance No. 177
Continuing Commissions

**CITY OF YACHATS
ORDINANCE NO. 209**

**AN ORDINANCE AMENDING §2.08.040 (A) (1) AND (3) OF THE
YACHATS MUNICIPAL CODE, PRESCRIBING THE DUTIES OF
THE PUBLIC WORKS AND STREETS COMMISSION AND THE
PARKS AND COMMONS COMMISSION.**

WHEREAS, the Little Log Church and Museum is managed by a volunteer board, separate from, and no longer under the jurisdiction of, the Parks and Commons Commission; and

WHEREAS, the Commons Director has been assigned duties for which the Commission was once responsible; and

WHEREAS, City Council has determined a need for a Public and Traffic Safety Committee, and the Public Works and Streets Commission has expressed interest in serving in that capacity; and

NOW THEREFORE, the City of Yachats ordains as follows:

SECTION 1. § 2.08.040 (A)(1) of the Yachats Municipal Code shall be amended to read as follows:

1) Public Works and Streets Commission.

- a. Formulate rules, regulations and standards for the operation and use of the City's public works; recommend such to City Council for adoption.
- b. Plan for future growth, development and improvement of the City's public works.
- c. Advise the City Superintendent on improvements and maintenance for the City's public works.
- d. Recommend improvements or repairs to the City's streets, culverts, drainage and curbing.
- e. Review all rates and fees including, but not limited to, water, sewer, and system development yearly and report to the City Council by March 1st of each year and recommend any changes in rates, fees, charges or policy.
- f. **Serve as the City's Public and Traffic Safety Committee as follows:**
 1. Hear suggestions and complaints from citizens concerning issues of public and traffic safety;.
 2. Research and develop remedies for public and traffic safety concerns as needed;
 3. Recommend public and traffic safety priorities for the City;
 4. Review and recommend project application for funding;
 5. Serve as liaison between the City and the Oregon Traffic Safety Commission in developing the statewide highway safety program, and in meeting the National Highway Safety Program Standards;
 6. Act in an advisory capacity to the Yachats City Council in the implementation of safety activities;

7. Foster public knowledge and support of traffic law enforcement and traffic engineering problems and needs;
8. Monitor the Village Circulation Plan portion of the Comprehensive Plan, including implementation, funding, and signage; and
9. Serve as liaison between the City and Lincoln County in development of the trail system, shoreline access points, and signage as established in the Village Circulation Plan and approved findings vacating portions of County Road 804 South.

SECTION 2. § 2.08.040 (A)(3) of the Yachats Municipal Code shall be amended to read as follows:

3) Parks and Commons

- a. Formulate rules, regulations and standards for the operation of the City's Parks and Commons building and grounds in a manner which assures security of the City's assets and encourages use by tenants, residents and visitors alike and recommend them to City Council for adoption;
- b. Establish rental rates for various uses of the Commons; recommend such to City Council for adoption;
- c. Maximize income through promotion or co-promotion of appropriate events;
- d. Work with the ~~Commons Director~~ in development and implementation of a marketing program for tenants and special programs;
- e. Plan for the regulation, development and improvement of the City's parks;
- f. Receive gifts, grants, bequests and devises to carry out the purpose of the Commons and parks;
- g. Cooperate with volunteer organizations and City groups in the advancement of the Commons and parks planning and programming process; and
- h. Work with the Commons Director in the development of the budget for the Commons. Prepare the annual budget for all City parks and submit to the Budget Officer the budget proposals for the parks and the Commons building for forwarding to the Budget Committee.

PASSED AND ADOPTED by the City Council of the City of Yachats on this 8th day of October, 1998.

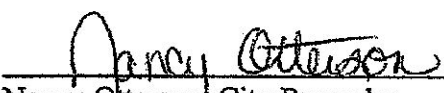
Ayes: 4 Nays: 0 Abstentions: 0 Absent: 1

APPROVED by the Mayor this 9th day of October, 1998.

Attest:



Arthur Roberts, Mayor



Nancy Otterson, City Recorder

**CITY OF YACHATS
ORDINANCE NO. 264**

**AN ORDINANCE AMENDING THE YACHATS MUNICIPAL CODE SECTION 2.08.040
POWERS AND DUTIES TO INCLUDE AS A DUTY OF THE PUBLIC WORKS AND
STREETS COMMISSION THE RESPONSIBILITY OF FRANCHISE AGREEMENT
REVIEW COMMITTEE**

NOW THEREFORE, the City of Yachats ordains as follows:

Section 1. Section 2.08.040 is hereby amended to read as follows

2.08.040 Powers and duties.

A. The commissions shall have the powers and duties hereinafter set forth, and such further and additional powers and duties as conferred upon such commissions by laws of the state of Oregon, City Charter, comprehensive plan, ordinances and resolutions of the city council. All authority of the commissions shall be derived from the city council.

1. Public Works and Streets Commission.

- a. Formulate rules, regulations and standards for the operation and use of the City's public works; recommend such to City Council for adoption.
- b. Plan for future growth, development and improvement of the City's public works.
- c. Advise the City Superintendent on improvements and maintenance for the City's public works.
- d. Recommend improvements or repairs to the City's streets, culverts, drainage and curbing.
- e. Review all rates and fees including, but not limited to, water, sewer, and system development yearly and report to the City Council by March 1st of each year and recommend any changes in rates, fees, charges or policy.
- f. Serve as the City's Public and Traffic Safety Committee as follows:
 - i. Hear suggestions and complaints from citizens concerning issues of public and traffic safety;
 - ii. Research and develop remedies for public and traffic safety concerns as needed;
 - iii. Recommend public and traffic safety priorities for the City;
 - iv. Review and recommend project application for funding;
 - v. Serve as liaison between the City and the Oregon Traffic Safety Commission in developing the statewide highway safety program, and in meeting the National Highway Safety Program Standards;
 - vi. Act in an advisory capacity to the Yachats City Council in the implementation of safety activities;
 - vii. Foster public knowledge and support of traffic law enforcement and traffic engineering problems and needs;
 - viii. Monitor the Village Circulation Plan portion of the Comprehensive Plan, including implementation, funding, and signage; and
 - ix. Serve as liaison between the City and Lincoln County in development of the trail system, shoreline access points, and signage as established in the Village Circulation Plan and approved findings vacating portions of County Road 804 South.

g. Serve as a franchise review committee responsible for initially reviewing, negotiating, and recommending to City Council all franchise agreements.

2. Library Commission:

- a. Operate and manage the Yachats Public Library;

Public Works & Streets Commission Duties

- b. Formulate rules, regulations and standards for operation of the library;
- c. Receive gifts, grants, bequests and devises to carry out the purpose of the library;
- d. Prepare and submit to the budget officer an annual budget which will be forwarded to the budget committee.

3. Parks and Commons

a. Formulate rules, regulations and standards for the operation of the City's Parks and Commons building and grounds in a manner which assures security of the City's assets and encourages use by tenants, residents and visitors alike and recommend them to City Council for adoption;

b. Establish rental rates for various uses of the Commons; recommend such to City Council for adoption;

c. Maximize income through promotion or co-promotion of appropriate events;

d. Work with the Commons Director in development and implementation of a marketing program for tenants and special programs;

e. Plan for the regulation, development and improvement of the City's parks;

f. Receive gifts, grants, bequests and devises to carry out the purpose of the Commons and parks;

g. Cooperate with volunteer organizations and City groups in the advancement of the Commons and parks planning and programming process; and

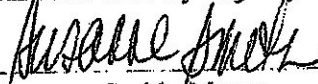
h. Work with the Commons Director in the development of the budget for the Commons. Prepare the annual budget for all City parks and submit to the Budget Officer the budget proposals for the parks and the Commons building for forwarding to the Budget Committee.

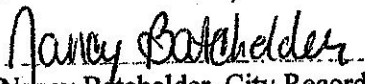
B. Each commission shall perform such other responsibilities and duties as the city council, from time to time, may delegate by ordinance, resolution or motion. (Ord. 177 § 4, 1995)

PASSED AND ADOPTED by the City Council of the City of Yachats on this 14th day of December, 2006

Ayes: 4 Nays: 0 Abstentions: 0 Absent: 1

APPROVED by the Mayor this 14 day of December, 2006.


Susanne Smith, Mayor


Nancy Batchelder, City Recorder

YACHATS COMMUNITY PARK AND WETLANDS

For years, a hidden treasure lay behind the Yachats Commons—a natural wetlands once fed both by streams and by rainwater running down the hills from the east side of Highway 101. Then a manmade ditch drained it and left it to become a tangle of blackberry, salal, and willows. It became a garbage dump for many and was frequented by transients. Over the past ten years, a dedicated corps of volunteers has reclaimed this environmental jewel and brought it back to a healthy, functioning wetlands. This is the story of how the Yachats wetlands was restored.

*

In 1997, when Jerry Kraft retired from his position as an entomology professor at Western Washington University, he and his wife Cheryl moved to Yachats. Both of them became active volunteers in the Yachats community. Jerry joined the Yachats Watershed Council and the Mid-Coast Watersheds Council of Lincoln County. He received a grant to monitor water quality in four watersheds in the county, including the Yachats River, and he trained volunteers to do the monitoring. Jerry joined the Yachats Parks & Commons Commission and was elected to City Council where he began developing plans to restore the wetlands behind the Commons. This wetlands area, approximately 4.3 acres in size, was city property. The restoration project had been considered ever since the old elementary school, now called the Yachats Commons, was bought in 1989 to serve as the location for city government and as a center for community activities. After City Council accepted a master plan for the Yachats Parks & Commons Commission, Jerry developed a three-year plan for the project.

Sadly, Jerry died of cancer in 2003. In his memory, a task force was formed by Cheryl and then-mayor, Lee Corbin. The task force included the following people: Don Niskanen, president of the Friends of the Yachats Commons; Cy Kauffman, chair of the Parks & Commons Commission; Leslie Carter, Parks & Commons Commission; David Schlesinger, fish biologist; Paul Engelmeyer, National Audubon Society; Keith Kraft, Jerry's brother and also an entomologist; Chad Link, developer; Betty Bahn, Master Gardener; Jim Gerdemann, botanist; Jim Adler,

water quality monitor; Ray Meehan, city council member; Mark Doyle, excavator; and Larry Lewis, Yachats city planner. Evelyn Everett joined the task force later.

In 2003, the wetlands appeared as an impenetrable barrier of Himalayan blackberry, ivy, and other invasive species. On the west side of the wetlands was a spruce grove, shaped by years of high winds and salt-laden air. The area had been used as an illegal dump and was inhabited by transients and illicit drug users.

In the 1970s, the Yachats fire chief, Frankie Petrick, home-schooled children in the firehouse. When she took her students into the wetlands for a botany lesson, she pointed to a gnarled spruce tree, Big Spruce, in the middle of the wetlands and told them to meet there if they got separated—it was the only visible landmark above the blackberries. It was hard to know at the time that wetlands existed in the area, but people like Jerry and other members of the task force had the expertise to identify the treasure buried under the snarl of brush and garbage.

Historical evidence supported the biological analysis. Sam Case, Farm Agent for the Alsea Sub-agency that managed the forced relocation of Indians during the years 1860-1875, noted in his annual report for 1869 that crops planted in a boggy area, even root vegetables, failed to thrive. That boggy area may well have been the wetlands west of the Commons. Betty Bahn's mother reported her own mother's accounts of seeing migratory fowl, including swans, landing in the wetlands.

When enough of the blackberries had been removed, members of the task force discovered a deep ditch exiting at W. 6th Street that had been excavated to drain the wetlands. Bert Harley, who moved to Yachats in 1946, and Al Green who attended the Yachats School, also in 1946, remember a stream that they think may have been manmade. Al and his friends played with frogs and pulled skunk cabbage out of the waterway. He remembers it being muddy and he didn't venture too far into the water. Back in 1948, Judy (Carson) Kauffman and Sherri Hall were not supposed to play that far to the west of the elementary school. Sherri said her parents, Doris and Lester Hall, would have been upset if she had come home with muddy shoes, although Judy remembers that the native plants provided a great place for hide-and-seek. The boys, more willing to venture into

the tangle, discovered the ditch. Elaine Harley attended the Yachats School for 6th through 8th grade (1945-1948). Like Judy and Sherri, she doesn't recall going far into the area to play. The spruces on the west side of the wetlands were tiny, Elaine remembers, and you could see the ocean from the school, something that is no longer possible. Another classmate, Doris Gardenhire, remembers how wet the area was, from the back of the school all the way to the Adobe Resort, a memory corroborated by Al Green. By the early seventies, when Frankie and her students cleared a trail for their botanizing expeditions, the area was already a blackberry jungle, although she does also recall the ditch and the swampy conditions.

No one knows for sure why the ditch was excavated. Betty Bahn, a retired nurse, speculates that it was the polio scare of the 1930s and the locals' fears that the wetlands could be a breeding ground for insects that carried the virus. Elaine Harley, also a nurse, supports Betty's speculation. It's also possible that parents thought their children faced more danger from the wetlands than from the possibility of falling into the ditch. One thing is certain: the mud was like glue and difficult to wash off, something the task force members and other wetlands volunteers can personally attest to.

Members of the task force divided into committees to tackle several jobs. The biggest were grant-writing and fundraising. Planner Larry Lewis searched for grant money. Leslie Carter and Cheryl Kraft led the quest for private donations.

Phase 1 was a challenging learning curve for the task force. Permits and approvals had to be obtained from a variety of agencies, even after the Yachats City Council approved the project. Planning, hiring consultants, and complying with State and Federal regulations for wetland restoration work were ongoing tasks. Public hearings were held to get input from local citizens and groups about what they wanted in the wetlands area. Students in the Yachats Youth and Family Activities Program (YYFAP) had some strong desires, including a skate park and a swimming pool. Despite some strong lobbying on behalf of the skate park, neither idea became part of the wetlands restoration project, but other valuable additions did come out of the students' input. One of their wishes was for a Peace Garden, and

at the initiation of Leslie Carter, it was constructed in 2004. The kids continue to tend the garden, producing vegetables and beautiful flowers in raised boxes shaped like a peace symbol. An arbor and trellis were designed and built by Syri Hamilton, bordering the parking lot behind the Commons and creating a separation between the cars and the children's playground to the west.

Larry Lewis, with the assistance of Don Niskanen, wrote a grant application to the Oregon Parks & Recreation Department for \$75,000. The task force met the 40% match requirement, for a total budget of \$125,000.

The task force hired retired OSU professor and landscape architect John Stewart to create a conceptual master plan. John's fee was \$4,000; however, he never sent in a bill for his work, in essence donating his fee to the wetlands project.

In December 2003, a boardwalk was constructed between Big Spruce in the middle of the property to West Sixth Street, connecting to the Yachats Library on Seventh Street. The boardwalk was built by Lake Price, a contractor from Reedsport. The treated wood was environmentally safe, but careful attention was paid to make sure that no treated wood would touch the ground or the wetlands themselves. Concrete pilings supported the framing and decking. One part of the boardwalk is removable, and it was removed temporarily when the west pond was graded in 2006.

Before any further wetlands restoration work could begin, a permit was needed from the DSL. One of the permit requirements was a wetland delineation report. Loverna Wilson, an environmental consultant, prepared a report which documented four separate wetlands areas. Both John Stewart and Loverna visited the site several times in order to complete their reports. Paul Adamus, a wetland scientist, and Nancy Holzhauser, a wetlands consultant, prepared the final report on which the DSL application was based, with a detailed plan for restoration of a fresh-water wetlands.

While DSL is vigilant about approving restoration plans, they may have been "kinder" to the Yachats task force, since it was obvious that the task force was proceeding with persistence and incredible attention to detail to reverse the

damage to this fragile landscape. It took some time, but DSL finally approved the project.

Approval was also needed from the Army Corps of Engineers. However, since the project was small, DSL and the Army Corps of Engineers agreed that no additional permit was needed. The task force also contacted the State Water Board to make sure no additional permits or other requirements would be imposed. They were assured that none were.

While approval of the DSL permit was pending, David Schlesinger, on behalf of the City of Yachats, prepared a grant application to the state Land Conservation and Development Commission (LCDC) for a supplemental grant for wetland restoration. The guidelines for the grant included improvement of access to coastal resources. Of course, that is not what the project intended. The access was there; money was needed to improve the wetlands (coastal resources). Despite not fitting the guidelines, a grant of \$27,000 was awarded with no match requirements. The task force speculated that the reviewers were impressed with the project goals, the objectives already met, and the honesty of the task force.

In 2006, Phase 2 began. Bill Bodewig, a local tree cutter and invasive species remover, and Calder Bell, arborist, were hired to clear out the invasive plants so that others could access the property and start restoration work. The first project was to remove the blackberries and other invasive species covering the four wetland areas, grade those areas, and fill in the drainage ditch that had been there for decades. Steve Trask, a fisheries biologist from Alsea, was hired as the project manager. Terry Duman from Florence, who had done similar work for the Forest Service, was hired to do the grading.

It was determined that additional boardwalks were needed. Application was made to LCDC to re-direct funds still remaining in the grant to finish the boardwalk project. They readily approved, since the boardwalk additions clearly met the application guidelines for enhancing access. Doug Thompson from Roseburg was hired to construct the boardwalk from Big Spruce to Fourth Street. An additional extension was built from the main boardwalk into the spruce forest.

Later, an additional path was built along the east side of the wetlands, again with volunteer labor.

The ballfield was re-oriented from the northwest to the northeast section of the open area adjacent to the wetlands. Fencing was installed on the north border of the field and around home plate to prevent balls from hitting cars, people, and nearby buildings. Nine benches were constructed by Steve Kolstad of Yachats and placed around the wetlands area. All were donated by people to commemorate different individuals. The first plaque was in honor of Jerry Kraft.

An osprey platform was installed. This took some ingenuity. Ordinarily, utility poles are used. New poles, made of specially-raised Douglas fir from Canada, cost \$6,000. Some "retired" poles were located in the Central Lincoln PUD utility yard. The platforms themselves are usually built with a pallet or similar material. However, Betty Bahn and the task force decided they needed something sturdier and found a suitable pallet plan online. PUD paid for the pallet and the task force used their funds to have all the nuts and bolts changed to stainless steel. Ray Meehan built the platform. PUD brought the pole to the chosen site and augured a hole thirteen feet deep. While the PUD staff went to breakfast, task force volunteers attached the nesting platform to the top of the pole. When the pole was finally in place, it stood 60+ feet off the ground. To date, no ospreys have made a home there, but hope remains.

It was agreed that there would be no further alterations beyond the grading and removing invasive species and planting native species. If the wetlands were to fill with water, nature needed to run its course. The task force agreed to wait and see—and as is obvious today, the wetlands did fill with water.

The next phase—planting—was crucial. The deep wetland soils are clay and highly acidic, which is why it takes a lot of scrubbing to remove it from clothes and skin. However, certain plants thrive in this environment. Many wetland plants returned by themselves; a testament to the dormant seeds in the soil bank awaiting suitable conditions to grow. Much to the delight of the task force members, native plants started to appear almost immediately. Green false hellebore

(*Veratrum viride*), Coast Boykinia (*Boykinia elata*), and cattails (*Typha latifolia*) soon appeared.

Two major planting days were scheduled, one in the fall and one in the following spring. Volunteers placed over 4,000 plants in the ground during those two planting days. Nootka rose (*Rosa nutkana*) was planted around the osprey pole, extending thirteen feet out to discourage people from trying to climb it.

Experimentation is ongoing to determine what will grow and thrive in the four wetland areas. Kathleen Sand, previous co-owner of the Gerdemann Botanical Preserve, David Schlesinger, and Betty Bahn planted Western lily (*Lilium occidentale*), a rare and endangered plant, originally collected by Jim Gerdemann. This proved quite successful. An illustrated list of plants can be found on the yachatsrills.org website under the Commons Wetland tab.

Many wildlife species now make their home in the wetlands. Red-legged frogs, an endangered species, are present, as are a variety of ducks, including mallards, scaups, and red phalarope. Green herons, great blue herons, and egrets frequent the wetlands. There are rough-skinned newts and numerous songbirds, including red-winged blackbirds and marsh wrens whose calls ring out from their nests in the willows and cattails. In summer 2012, a muskrat was seen in the main pond harvesting the cattails.

Another YYFAP wish was to have a treehouse adjacent to the playground. The kids brainstormed the design features. Over the next several years, funds were raised and then increased by additional contributions from the Friends of the Commons and the Commons budget. However, when sufficient funds were available, the project stalled because a county permit was needed, including an engineering design. Several local engineers were approached and all declined—for liability reasons and probably lack of experience in designing treehouses. A year or so later, Charlie Greenwood at Treehouse Engineering, agreed to provide the plans at 10% of his standard fees. Bids were obtained from a local licensed builder, but the engineered design and the higher-than-expected labor costs, left the project short of the necessary funds. Ultimately, Chris Graamans, a local wood artist who

had served as chair of YYFAP for many years, offered to build the tree house for free. YYFAP scraped together more money for materials. Construction began in October 2010 and was completed in December.

The covered picnic shelter behind the Commons was completed several years earlier, sponsored by the Lions and the Parks & Commons Commission. However, the cold north winds that blow in the summer diminished its usability. In 2011, glass enclosures were installed under the direction of Dave Rieseck, a city council member at the time.

Maintenance of the wetlands is an ongoing project. It was originally undertaken by Betty Bahn, David Schlesinger (now deceased), and Don Niskanen. Dylan McDowell, a high school student, monitored the area for a year, reporting on plant and wildlife in the wetlands to the Parks & Commons Commission.

YIPS volunteers – a subcommittee of the Yachats Trails Committee – are now doing much of the wetlands maintenance. They have spent many hours in the wetlands park removing blackberry and ivy and mulching the cleared areas with bark. Once the invasive plants are under control, there are plans to add more native plants.

While oral reports from people who lived in Yachats in the mid-forties make it clear that the ditch that drained the wetlands went in before that time, their testimony also attests to the persistence of the wet, boggy area, begging to come back as a functioning wetlands.

This was achieved, as is so much, in Yachats, by the competence, collaboration, tenacity, and vision of the local all-volunteer wetlands task force, and all the many others who donated labor and expertise to achieve that vision. Yachats is a community that is proud of its achievements. As long as we continue in this tradition of volunteers and cooperation, our village will thrive and continue to meet its mission.

The history of the Commons Park and restoration of the wetlands was compiled by Joanne Kittel in consultation with Betty Bahn, Frankie Petrick, David Schlesinger,

*Don Niskanen, Cheryl Kraft Wade, Al Green, Sherri Hall, Elaine Harley, Bert Harley,
Doris Gardenhire, Larry Lewis, and Andrea Scharf.*

TRAILS COMMITTEE – Parks and Commons report – June 20, 2019

YIPS! (5-18-2019) – One group of people worked at Prospect Park while another continued removing ivy and blackberry from the Wetlands Park.

Trails (6/1/2019) – Approximately 25 people joined with Siuslaw NF staff to clear vegetation from the sides of the Trail of Restless Waters near Devil's Churn in preparation for repaving later in the summer.

Suspension Bridge Project – Job Corps worked 8 days cutting down alder trees, elderberry, and brush. The route for the bridge can be clearly seen. Ten plus cords of wood were cut up. Job Corps took some of the wood to use in its program of providing firewood for needy families. Job Corps staff and students did a superlative job!!! USFS staff from Cape Perpetua also spent several days participating in the tree removal and cleanup.

Since it was not safe to hike that section of the Amanda Trail while work was in progress, volunteers from the trails crew spent 6 hours a day at both ends of the trail to warn people that a section of the trail was closed.

FEMA has responded. It will not approve funds until more environmental testing is done; this will delay the start of construction until spring. Joanne will be contacting Three Rivers Foundation to request a delay in appropriating previously approved funds. If that is denied, \$10,000 will need to be returned and Joanne will have to apply again. Joanne has resubmitted a grant application to the Siletz Tribal Contribution Fund. At a meeting concerning the Yachats Section 5 of the Oregon Coast Trail, Joanne and the City were assured that, even if FEMA funding is not forthcoming, the bridge will be built with the remaining funds coming from OPRD.

Oregon Coast Trail – Yachats falls within section 5 of the OCT. A group met locally on 6/11 and updated plans on sections of the trail from the 804 N to Cape Perpetua. Minutes of the meeting were submitted to principal heads of the project. On 6/24, Joanne will be participating in a teleconference regarding updates to the OCT.



CITY OF YACHATS

PARKS AND COMMONS COMMISSION

June 20, 2019

Draft Minutes

I. Call to Order

Chair John Purcell called to order the June 20, 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 – April 18, 2019

Commissioner Hempen moved to approve the May 16, 2019 minutes as presented: Aye – 6; No – 0.

III. Reports

A. Commissioners - none

B. Trails Committee

Kittel reported they had the largest crew of 29 members and 3 Forest Service workers at the most recent work event. Three Rivers asked for extension on their grant.

Commissioner Berdie asked if anyone had talked to the logging company that contributed to the slide problem that took out the old bridge. Kittel stated they had discussed the matter with the logging company who indicated it was a natural event.

C. Facilities Manager

Facilities Manager Hoen asked Commissioners if they had specific information regarding what they want to see in a maintenance plan. Commissioner Berdie explained his two-page handout of what he would like to include in a maintenance plan and budget for that work. Berdie asked Hoen to meet to review his plan suggestions.

Hempen asked for clarification on the status of the backstop where there are pieces that are hanging and about to fall. Commissioners discussed what decisions have been made about removing the backstop. Commissioner Shrock recalled the Commission previously decided to remove the backstop. Purcell indicated he would speak with Public Works about their plans for the backstop. Hoen explained the condition of both the existing fencing and the backstop

1 portion. Commissioner Gordon noted they could remove the top part of the backstop and tighten
2 up the fence portion. Hempen asked for more information about the expected life of the fence.

3
4 Purcell noted that fencing and locking an area was not an option as it makes that area exclusive
5 to those who have keys. He also acknowledged the issue of people not cleaning up after their
6 dogs. He suggested a first step of removing the problematic areas of the existing fence. Hoen
7 suggested the fence material itself was reusable.

8
9 Berdie suggested that a locked fence area could be set up as a rentable area. Gordon suggested
10 that the area not be locked. Berdie did not want to use chain link for the fencing material. He
11 suggested a more visually appealing material such as 4-inch wire mesh. Commissioner Johnson
12 also thought something other than chain link would be better. Purcell summarized the
13 Commission was looking at providing an enclosed area that could be used by both the children
14 and the City for rental. Shrock indicated he would talk to Dave Reiseck about his design plans
15 for that area. Berdie and Shrock indicated they would report back to the Commission with
16 conceptual plans.

17
18 John Deriberprey (King Street) suggested the use of a spring-loaded gate to prohibit dogs from
19 pushing the gate open. Debbie Hempen asked about flattening the area so people do not trip in
20 the mole holes. Shrock recalled the Commission previously looked into that and found it to be
21 too expensive and an on-going battle.

22
23 Johnson asked Hoen about the broken tines on the skate park fence. Hoen was not aware of
24 those breaks.

25
26 Purcell thanked Blythe Collins for the Farmer's Market report. Hoen indicated the vendor has
27 not returned her call about adding a handwashing station. Collins asked if there was a way to
28 screen the porta-potty area so the area was not so visible to people at the market. Gordon stated
29 creating a barrier with 5-gallon buckets posts and some barrier material would be easy to create.
30 Purcell summarized that Hoen would continue to work with the porta-potty provider.

31
32 Hempen asked if opening the Commons was an option. Purcell explained the city would need to
33 block off the certain areas of the Commons. Collins suggested using the Commons was not
34 necessary and she did not want the responsibility of the building being open to the public.

35 36 **D. Little Log Church**

37 Mary Crook reported the Byrdsong concert was very well-received and well-attended at around
38 50 people. She added that the performers were pleased and were wanting to return for another
39 performance. Hempen asked for clarification on status of the rebuild project. Hoen explained
40 the Little Log Church board has decided to tear down and rebuild the entire structure. Karl
41 Christianson reported the Board met with the attorney who indicated one route would be to
42 change the 501(c)4 to a 501(c)3 at a cost of about \$600 and another would be to simply form a
43 new 501(c)3 at a cost of around \$3,900. Minutes Recorder stated she recently formed a 501(c)3
44 for around \$400, noting this was for a nonprofit does not raise more than \$50,000. Hoen reported
45 they have met with the Lions Club, the Ladies Club, and the Chamber. The Lions and Ladies
46 Clubs were very receptive to getting involved.

1 Hoen explained the situation with tearing down versus rebuilding everything. Johnson suggested
2 they should make the museum part larger when they rebuild. Hoen indicated the Board and the
3 Council would decide about the expanding the facility.

4
5 Purcell raised an idea of combining the visitors center with the museum. Crook argued that the
6 attraction of the building is that it is historical. Johnson suggested the church could be retained
7 as the historical part and the museum could be expanded. Crook noted while the museum
8 portion was added in the mid 1990s, the Log Church was viewed as historical even though it
9 was not registered as a historical building. Shrock asked Crook if there was more museum
10 inventory she could display. Purcell discussed with Crook the possibility of building a larger
11 museum. Christianson indicated he would raise the possibility of expanding the museum with
12 the Board. Carl Miller added that the Friends of the Little Log Church have a fundraising goal of
13 \$100,000. Shrock agreed with Gordon about keeping the visitor center where it is.

14 15 **V. Business**

16 **A. Finance, Revenue/Expenditure Reports**

17 Berdie asked why the month to date amount was the same as the year to date. Hoen suggested
18 that it was an artifact of the current software. Berdie clarified that the 50% expenditure on
19 maintenance was due to improper coding in previous accounting before Hoen took over the
20 account coding herself.

21 22 **B. Parks & Commons: Powers & Duties**

23 Purcell noted the three documents in the packet about the Parks and Commons powers and
24 duties. Minutes Reporter Anderson explain the ordinance document is what creates the code.
25 Berdie noted there was no mention of Trails in these documents. Purcell added there was no
26 mention of the Little Log Church and Museum. Anderson explained that an ordinance requires
27 multiple hearings and should only be used for more permanent regulations and that policies are
28 used to establish the smaller detail of how things get done.

29
30 Purcell summarized the duty of the Commission includes:

- 31 1. Oversight of Trails
- 32 2. Oversight of Little Log Church

33
34 Purcell noted the Farmer's Market falls under facilities management as its connection to the City
35 was essentially a reservation.

36
37 Berdie questioned the specificity of the statements about building and grounds. He argued that
38 Parks and Commons should have responsibilities for all buildings. Commissioners discussed
39 what should be included under the Commissioner's purview.

40
41 Purcell suggested the Commission oversee city-owned parks, city-maintained trails, and city
42 buildings.

43
44 Purcell noted they need to change the language of "Commons Director," possibly to "City
45 Manager."

1 Purcell questioned the necessity of Item F about receiving gifts. Other Commissioners were ok
2 with the Item F.

3
4 Purcell and Berdie discussed language to use regarding the maintenance direction.

5
6 **C. Yachats Community Park & Wetlands**

7 Purcell indicated this information was for general education. Hoen noted the City was
8 responsible for the trees in the wetlands, and tree maintenance must be done by a certified
9 arborist. Hoen has asked an arborist to inspect the area.

10
11 Berdie had concern about the filling in of sedimentation in the ponds. He suggested they plan for
12 some removal of the sediment. Kittel suggested the Commission speak with Betty Bahn about
13 the plans her group did to rehabilitate the wetlands. Purcell asked Hempen to talk to Betty Bahn
14 to see if she would come to a meeting. Langley added they would eventually have to replace the
15 boardwalk foundations.

16
17 **D. South End Estuary Dog Waste Station and Waste Receptacle**

18 Purcell noted there was a dog waste station by the south Yachats bay stairs. Hoen stated Dahl
19 picks up the trash from that location. Purcell asked Hoen if Dahl could provide a larger trash
20 can. Berdie suggested if the state allowed the dog waste station and a pump station, they could
21 allow a restroom.

22
23 Purcell asked what the Commission could do to move forward a south end restroom. Hoen noted
24 Dave Reiseck owns some of the land in that area and was very against public restrooms.

25
26 **VI. Other Business**

27 **A. From the Commission - none**

28 **B. From the floor**

29 Scott (1004 Yachats River Road) stated that the northern-most feature of the skate park was in
30 disrepair. He explained the other features were professionally done and well-maintained. He
31 estimated that replacing this ramp would cost \$1,000-\$1,500. Hoen added that the situation
32 presents a safety hazard to skaters, noting this ramp appeared to be a DIY plywood and metal.
33 Purcell asked Hoen to work with Scott on fixing the ramp.

34
35 Scott also asked for a sign stating, "Skate at your own risk."

36
37 Gordon moved to authorize Hoen to spend up to \$300 to repair the ramp in the skatepark and to
38 get an estimate of a permanent replacement: Aye – 6; No – 0.

39
40 Purcell adjourned the meeting at 4:34 pm.

41
42
43
44 _____
45 John Purcell, Chair

46
47 Minutes prepared by H.H. Anderson, June 26, 2019