

1. 2:00 P.M. Agenda

Documents:

[Parks And Commons Agenda 6-7-22.Pdf](#)

2. 2:00 P.M. Meeting Materials

Documents:

[Meeting Summary 05.03.22 Parks And Commons.pdf](#)
[Trails Report 06_Parks_And_Commons_June_7_2022.Pdf](#)



CITY OF YACHATS
Parks and Commons Commission Monthly Meeting
Yachats OR
Tuesday, June 7th 2022 at 2:00 pm
To Be Held On ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/89696389900>

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AGENDA

Parks and Commons Commission Monthly Meeting

- I. Discuss how the City Council's vote for the Commission to pause their stewardship of the Little Log Church Museum and Commons affects the commission

The Yachats City Council meetings are open to the public and interested citizens are invited to attend. These are open meetings under Oregon law, but a work session is not a community forum; audience participation is at the discretion of the Council. Meetings are audio-recorded. The meeting are accessible to persons with disabilities. For accommodations, please call (541) 547-3565, or Oregon Relay 1-800-735-2900 TDD two days in advance. City of Yachats does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. Sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance.



- II. Discuss who will represent the Commission, the Trails Committee and The Friends of the Little Log Church Museum Board of Directors on the City Manager's Advisory Group to decide a productive way forward
- III. Steps forward for the Parks and Trails
- IV. Nominate and vote on a new Chair of the Commission

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CITY OF YACHATS
Parks and Commons Commission
Meeting Summary
 May 3, 2022

Present: Adam Altson, Craig Berdie, Catherine Whitten-Carey, Michael Hempen, George Mazeika, Chair, Fran Morse, Dean Shrock, Joann Kittel, Bob Langley, Rick McClung, Quinton Smith, Yachats News, Leon Sterner, Linn West

I. CALL TO ORDER

II. CORRESPONDENCE/ COMMUNICATIONS

III. REPORTS

A. Trails

The recording began while meeting was under way...

(0:47) Hempen made the motion to **change the name of the Parks and Trails Committee to the Trails Team and the name of Yachats Invasive Plant Subcommittee to Yachats Invasive Plant Squad.**

Vote: Adam Altson, yes; Craig Berdie, aye; Catherine Whitten-Carey, yes; Michael Hempen, aye; George Mazeika, Chair, aye; Fran Morse, aye; Dean Shrock, aye. **Motion carried unanimously.**

(1:35) Langley advised that information on the walkway project will be presented to City Council on Thursday, May 5th.

(2:28) Kittel advised that Civil West was completing their last project at the bridge. Reminded the Commission that May 21 is the dedication

(3:49) Langley asked McClung what the status was for the delineators.

McClung advised it will be some time. The IGA has not been received from ODOT. Langley then asked if McClung would mind if he (Langley) could contact Janet Berman himself. McClung said that was fine with him.

(5:33) Smith indicated that Parks & Commons needs to have representation at Council meetings. More discussion was held regarding attendance of the City Council meeting and presentation of materials.

(8:37) Smith asked via chat About in-person meetings. Mazeika advised the Civic meeting room has been painted and the carpets need to be cleaned. The decision for in-person meetings will be made by Council.

B. Little Log Church

(9:15) Sterner advised there will be a meeting next Wednesday, 4 pm at the Little Log Church and the City Manager will be attending. Discussion had on the quote from the engineers.

IV. ONGOING BUSINESS

A. Pocket Parks

(10:45) Mazeika advised he emailed the archaeologist but has not heard back from him. Berdie indicated he and Shrock got the plants to the

1 nursery and they will now have to monitor the irrigation system to make
2 sure they stay alive. Mazeika advised a response is needed from SHPO
3 before proceeding. Discussion held regarding signs and benches and
4 getting everything ready to go in.

5 **(13:49)** Whitten-Carey gave an update about signage. Indicated price was
6 approximately \$250 to \$300 per sign. Discussion was held regarding the
7 price and size of the signs, alternative vendors and sign material.

8 **B. Green Space Project**

9 (20:27) Berdie advised only one response has come in for the RFP. It is
10 included in the meeting packet. He went on to discuss the status of the
11 other firms that were contacted. The wetlands were an issue for one firm
12 and Berdie questioned/discussed how to handle that. Should the RFP be
13 modified? Discussion continued on the pond and Mazeika asked if there
14 has ever been a survey done to determine what is influencing it. Kittel
15 suggested contacting the Department of State Land (DSL) to see if they
16 would do a study. Discussion continued on how the pond was filled and
17 how to proceed, perhaps by doing a wetlands study before continuing the
18 Green Space Project. Discussion regarding the proposal from Land
19 Current was had.

20 (33:21) West gave his input regarding RFPs and RFQs indicating that
21 firms are busy and do not have time to keep responding to requests for
22 the same project. He advised not putting out another request and, if
23 comfortable with them, to use the firm that did submit and recommend
24 them to Council to negotiate with. More discussion held regarding either
25 asking Land Current the questions regarding the wetlands or going to
26 DSL.

27 (41:28) Berdie made the resolution that **Parks and Commons**
28 **recommends Land Current as the proposed vendor for engineering**
29 **of the Commons Green Space.**

30 **Vote:** Adam Altson, yes; Craig Berdie, yes; Catherine Whitten-Carey, yes;
31 Michael Hempen, yes; George Mazeika, Chair, yes; Fran Morse, yes;
32 Dean Shrock, yes. **Motion carried unanimously.** *Altson had a caveat*
33 *that the project proceed only if it is not detrimental to the wetlands.*

34 (43:33) Berdie will contact Land Current and let them know to hold a spot
35 in their schedule.

36 (44:55) Hempen asked Morphis if the kitchen painting would be complete
37 before May 21st. Morphis responded that he believed so.

38 **C. Commons Painting**

39 **1. Interior Update**

40 (43:55) Mazeika advised the painting is moving along nicely and it
41 looks fantastic. The main room will be done next week.

1 (45:34) Whitten-Carey thanked Hempen for finding the artist for the
2 sunflower panels in the kitchen. Hempen advised how the panels will
3 be handled. Hempen advised that Leon Sterner was able to tell him
4 who had done the panels.

5 **2. Exterior**

6 (46:41) Mazeika indicated that he heard painting will begin in July
7 which is next fiscal year. He indicated he got his information from the
8 Yachats News, which is unfortunate. When Hempen questioned if it
9 was on SeaRose's calendar for July, Mazeika confirmed that it was.

10 (47:38) Discussion regarding inaccurate information, charge letters and
11 funding

12 (51:00) Sterner interjected that it was his understanding from listening
13 to the Council meeting that the concern was a matter of sequencing
14 projects, i.e., if the building was going to be remodeled then painting
15 should take place after that, so it doesn't have to be done twice. He felt
16 that was their logic, but there was no one from Parks and Commons to
17 respond to that.

18 (51:57) Stott spoke to the Commission's frustrations and the process of
19 getting things done. She explained how Lambert is attempting to
20 develop policies for all procedures and CIPs so that everything will be
21 laid out and transparent. She advised there will be a public forum,
22 hopefully in June. She reiterated what she has said before, Lambert
23 has had to staff and train City Hall employees, she is working on the
24 budget, she is dealing with two lawsuits and feels once the budget
25 process is complete in June, City Hall will be able to work more fully on
26 working relations with Council and the Commissions.

27 (57:14) Morse questioned if "we" referred to the people currently
28 involved or if it took into consideration the history of Yachats and the
29 previous councils, commissions, etc. She indicated it was a matter of
30 trust.

31 (59:00) Stott responded that she hopes that "we" will refer to everyone
32 working as a team. She also indicated there are more projects than
33 there is staff. Morphis will be doing project management with McClung.

34 (1:01:41) Whitten-Carey asked Stott if the exterior painting could be
35 done since it was approved. Stott's "short answer" was "no". She
36 asked about moving the vent and doing the portico and if those
37 projects would affect the painting project. Further discussion was held
38 regarding the budget and staffing.

39 (1:05:30) Hempen gave some history of the portico project; advised
40 Loren Dickinson did an artist's rendering of what the portico might look
41 like. He didn't think the addition would or should change the painting

1 that has already been scheduled. Discussion continued on getting the
2 painting approved in the 2022/2023 budget.

3 (1:09:33) Groth indicated that \$35K is already in the budget for the
4 painting and gutters for the next fiscal year.

5 (1:10:55) Mazeika reminded the Commission that the issue with the
6 paint is that the soffits contain lead paint and SeaRose is licensed for
7 lead paint removal. SeaRose will remove and dispose the old gutters,
8 clean and remove the lead from the soffits and repaint.

9 (1:11:47) Whitten-Carey stressed that no staff has been managing the
10 painting at the Commons, volunteers have been going over and
11 making sure it is being done properly.

12 **D. Commons Reopening**

13 **V. NEW BUSINESS**

14 **A. 2022/2023 Budget**

15 (1:12:34) Mazeika indicated he was confused regarding the budget saying
16 that he felt others were making the Commission's budget decisions for it.

17 (1:13:09) Berdie summarized and reviewed the portico, stairs, landscaping
18 indicating that would be one project and make the engineering and design
19 for next year. Discussion continued regarding the budget and then moved
20 onto timely posting of meetings and documents.

21 **B. Master Plan**

22 (1:21:57) Hempen asked for clarification on how to approach the Master
23 Plan. Discussion held regarding what Berdie has already put together and
24 how to present it to Council.

25 (1:23:22) Morse interjected that the Master Plan could be put on the
26 agenda for next month. Mazeika also advised that Lambert requested the
27 Commons Usage Policy be reviewed to determine if changes need to be
28 made and that can also be put on next month's agenda.

29 **VI. OTHER BUSINESS**

30 **A. From Commissioners**

31 (1:24:40) Berdie expressed his disappointment in Lambert not introducing
32 the new Facilities Manager to the Commission and not advising the
33 Commission what her duties and expectations are. He indicated he is
34 feeling ignored and feels that the Commission can help the new Facilities
35 Manager. Mazeika agreed and indicated that the City Manager has not
36 spoken to THIS Commission. He also stated that the Facilities Manager
37 advised she would be at meetings in the future, but she has not been.
38 Berdie continued, stating that the Commission came up with the job
39 description and it hasn't even been made known to the Commission if
40 those expectations were met.

1 (1:31:22) Stott asked the Commission to take a step back and think about
2 being in the City Manager's shoes. She said the Lambert is providing City
3 Manager Reports to the Council and those can be read from the Council
4 Meeting Packet. She is getting a lot of things done and there are a lot of
5 people asking for her time. She asked that the Commission be respectful
6 of what Lambert is going through right now.

7 (1:32:35) Hempen asked if the City Manager's report could be sent directly
8 to the Commission members so they don't have to search for it. Stott
9 replied that it is her goal to have those on the website. She is going to
10 forward the last two reports to all the members of this Commission so
11 everyone can see all that she is getting accomplished. She further stated
12 that the reports don't include the time spent on the two discriminatory
13 lawsuits that were filed just before Lambert was hired. One is by an
14 employee of ten years and there is "tons and tons" of information that has
15 to be gathered by the staff.

16 (1:34:26) Berdie wanted to know what the lawsuits had to do with the
17 Facilities Manager performing her job. Stott replied that the staff is being
18 trained in many aspects of City Hall work and Lambert is still working on
19 job descriptions and reminded the Commission that even when the
20 Facilitator is fully trained and doing her job, all staff time requested needs
21 to go through the City Manager. Discussion continued about how to
22 continue the Commission's work and support the City Manager.

23 (1:38:37) Morse asked for a volunteer to represent the Commission at the
24 May and June Commission Chair meetings. Berdie (for a limited period)
25 and Whitten-Carey said they would do it. Altson said he would attend with
26 Whitten-Carey. Mazeika advised the May meeting is May 11th at 1 pm.

27 **B. From Staff**

28 **C. For Next Agenda**

29 **VII. FROM THE FLOOR**

30 (1:41:16) Altson thanked Mazeika for all he has done and advised he will be
31 missed. Kittel also indicated Mazeika worked really hard and he has walked
32 the talk.

33 (1:42:32) Kittel then indicated she heard there was going to be a public forum
34 for the Commons. Berdie voiced his concern that in a public forum only the
35 strong personalities are heard and that while it may be a "part" of the process,
36 it shouldn't be the only part. Discussion on how to proceed with surveys, etc.
37 continued.

38 (1:45:06) Kittel indicated she brought up the forum because she wants to
39 request that in the invitation for the forum it be recommended that the history
40 of the Yachats Commons, co-authored by herself and Hempen be read.

1 (1:45:46) Discussion was held on what information needed to be included in
2 the discussion on the future of the Commons. Berdie, in particular, indicated
3 that the Commission should be included in determining the questions for a
4 forum or survey.

5 (1:49:33) Mazeika indicated he has appreciated working with the Commission
6 and will miss it. He won't say "I'll be back"; but he will be around.

7 Meeting adjourned at 4:04 pm.

8

9 Transcribed by Contractor, L.F. Barrett on May 10, 2022

10

DRAFT

TRAILS COMMITTEE REPORT – Parks and Commons Commission – June 7, 2022

YIPS! – Squad members continue the battle against blackberry and ivy in the Commons Wetland Park. In an impromptu session several squad members trimmed significant amounts of vegetation growing over and across the southern portion of the wetlands boardwalk. Scotch broom seems ever closer to us each year; in an effort to stem its spread, several plants were removed along Yachats River Road.

Trails – Much of the work in recent trail sessions has been devoted to preparing the gathering area for the bridge dedication. In a couple of non-scheduled work sessions several people placed a lot of gravel on muddy parts of the Ya'Xaik Trail and a couple of people rebuilt two sets of steps just S of the 1010 building on Highway 101. In the coming months, as well as keeping new growing vegetation cut back, we are planning some fairly large repairs to portions of the Ya'Xaik Trail.

Walkway project – At its May 5 meeting, the City Council voted 5-0 to authorize Rick to enter into a contract for Design Engineering Services with Civil West Engineering of Newport. This will result in more specific cost estimates and a set of working drawings suitable for sending to contractors so they can submit bids for building the walkway.

Amanda Trail Suspension Bridge Project – Trail Team members and View the Future board members worked crew days and additional days to prepare the suspension bridge area for the dedication. Planning started 15 months ago with a focus on celebration among cultures and safety. The dedication, delicious reception, and play went flawlessly with many feeling the emotional power of these events. Volunteers included many of the Team members, and all the P&C Commissioners. Four City Council members attended and several Tribes were represented and participated in the activities. Thanks to so many the dedication was a complete success .

PCC Chairs – We would like to applaud George for his excellent leadership prior to his stepping down and thank Fran for her brief tenure as Chair. We wish for the best for both George and Fran going forward.

101 delineators – ODOT is preparing an IGA (Inter Governmental Agreement) and, once it has been signed by the City, Rick will look for a contractor to do the installation. Installation is probably a several months out but is going to happen.

