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CITY OF YACHATS

PARKS AND COMMONS COMMISSION

September 20, 2018

Draft Minutes

Chair John Moore called to order the September 20, 2018 meeting of the Parks and Commons Commission at 3:00 pm in Room 1 of the Yachats Commons. Members present: John Moore, Linda Johnson, Dean Shrock, Scott Gordon, and Derek Ojeda. Absent: Michael Hempen. Also Present: Facilities Manager Heather Hoen, Trails Leads Joanne Kittel, Bob Langley, and Loren Dickenson. Audience: 18.

I. Minutes – August 16, 2018

Commissioner Gordon moved to approve the August 16, 2018 minutes as amended: Aye – 4; No – 0.

II. Reports

A. Facilities Manager

Facilities Manager Hoen reported that the companies she contacted had not heard of the product Commissioner Shrock had suggested and that the product Commissioner Johnson had suggested was for residential and not commercial use. Hoen indicated she received a quote for a commercial luxury vinyl tile at just over \$36,985. Moore reminded Commissioners that the engineered hardwood estimates were in the 27,000-29,000 range and that the hardwood could be refinished once. Commissioner Johnson clarified that the warranties for the engineered hardwood and luxury vinyl tile were about the same. Johnson asked about the differences between the two hardwood products. Hoen explained there were differences in finish and details of the installation process.

Hoen suggested she could have the contractor talk to the Commission in October.

Hoen reported there was a church group comes in each year, and this group pays the standard rate, generating around \$6,000 in rent. Gordon noted for a few weeks they are getting 25% of their annual revenues. Hoen apologized for having to cancel the by donation groups from the building during these two weeks.

Moore announced that Commissioner Ruth Bass has resigned from the Parks and Commission. Moore thanked Bass for her valuable contributions over the years.

B. Yachats Trails Committee

Trails Lead Bob Langley referred to the Trails Report included in the meeting packet. Trails Lead Joanne Kittel indicated she passed out a map for the suspension bridge on the Amanda Trail. She reported View the Future was applying for grants for the bridge.

1 **C. Year to Date Revenues and Expenses** – delayed to next month.

2
3 **III. Business**

4 **A. Trails Committee Recommendation**

5 Kittel reported he Trails group wanted to change the plans for the circle trail around the
6 wetlands. Loren Dickenson suggested the community is less formal than what the
7 planned circle path portrays. He indicated the Trails Committee believed a more
8 appropriate design would include a meandering path through the forest and
9 enhancements at the connections to 5th Street, Ocean View Drive, and the Library.
10 Langley noted there are some existing trails that run parallel to the boardwalk that would
11 remain. Dickenson clarified that the yellow trail (on the map) partially exists and the
12 blue trail (on the map) was a proposed extension. Kittel added this idea would increase
13 the number of flat trails, which are very popular. Kittel noted that there are 100+ year
14 old trees which can now be saved that would have had to be removed for the circle trail.

15
16 Ojeda stated the Trails plan was a great idea. Shrock concurred. Johnson asked if the
17 homeowners on 5th Street were aware of the trail plans. Langley noted one homeowner
18 is using City property for her driveway. Dickenson added that the plan has been in
19 place for many years and the homeowners should be aware. Kittel agreed that the City
20 should notify these homeowners of the plans to enhance the trail. Kittel also added that
21 they could still incorporate exercise equipment in the future. Moore clarified Trails
22 would like the CIP money for exercise equipment in FY19-20 be kept in the budget.

23
24 Langley noted they could plan a more subtle portal for the 5th Street entrance. Kittel
25 added that whatever they build cannot be anchored in the ground without an
26 archeological site test.

27
28 Shrock moved to allow the Trails Committee to enhance the trails in the wetlands and
29 expand the areas indicated by the yellow and green paths on the map provided: Aye –
30 5; No -0.

31
32 **B. One of Us Productions**

33 Moore recalled from the last meeting that One of Us Productions agreed to have
34 members of Parks and Commons meet with the One of Us Productions Board. Moore
35 explained he was not aware of recent comparisons of venues for theater in other
36 communities. Moore indicated he collected data on rates in Florence, Newport, and
37 Bandon. Moore found that:

38
39 Moore spoke to Executive Director Kevin Rhodes at the Florence Events Center who
40 stated that their rack rate was \$740 per night on Fridays and Saturdays and weekday
41 rehearsals were \$335 per night. For 9 performances with 4 rehearsals, the cost would
42 be \$8,000. They do give a 5% discount to nonprofits reducing the amount to \$7,600.
43 Newport Performing Arts Center, Randy Storms operations manager

44
45 Moore met with Operations Manager Randy Storms at the Newport PAC who indicated
46 the PAC has not changed their prices since 2007. Storms stated they were planning

1 significant increases soon. Storms also said the Center is booked through 2019. They
2 will begin taking reservations for 2020 in October 2018. Their pricing for nonprofits
3 includes:

- 4 - 22% of gross tickets, at a minimum of \$250 per show
- 5 - Rehearsal time is \$100 per hour for 4 hours, or \$400
- 6 - Technical assistance is bill at \$15 per hour
- 7 - A service charge of \$2.50 per ticket

8 Moore noted One of Us averages 400 tickets per show at \$12 each. Based on the
9 PAC's existing pricing, the cost for 9 performances and 4 rehearsals would be \$3,554,
10 with the expectation that it would soon go over \$4,000.

11
12 Gordon stated these facilities are state of the art event centers, so there is not a direct
13 comparison to Yachats.

14
15 Moore explained Bandon has a small theater built by the Lions Club. Their fee structure
16 includes:

- 17 - \$125 per show for the theater
- 18 - \$50 for light board per show
- 19 - \$50 for sound board per show
- 20 - \$65 cleaning fee per show
- 21 - \$50 booking fee
- 22 - \$25 per day for rehearsal
- 23 - Must pay an \$25 per hour for a lighting tech and a sound tech

24 Moore estimated the total cost for 9 performances and rehearsals to be around \$4,000.

25
26 Moore surmised that these numbers indicate that Yachats is still a community center.

27
28 Miller stated the comparisons to Newport and Florence are inappropriate as they are
29 events centers and seat over 300 (approximately 200 can be seated in the multipurpose
30 room). Miller did not know much about Bandon but suggested that Port Orford might be
31 more on par with Yachats.

32
33 Gordon reported he, Ruth Bass, and Michael Hempen met with the One of Us Board.
34 Their objective to was to keep One of Us in Yachats. The group agreed on a rate of
35 25% of net sales for their fee, and they would not use the kitchen. Gordon believed this
36 amount would deliver more than the \$1080 per show run that was previously proposed
37 by the Commission. He noted this arrangement would allow One of Us to continue
38 giving to the community. Gordon indicated everyone was satisfied with the discussion
39 and recommendation.

40
41
42 Miller provided an handout with information on their revenues and asked that One of Us
43 not be charged for the YYFAP benefit dinner as he was under the understanding that
44 YYFAP did not have to pay for rentals when they have fundraisers. Miller also wanted
45 to have a contract with the City that establishes the terms of the relationship.
46

1 Gordon and Miller clarified that for the YYFAP benefit dinner they would still pay 25% of
2 the One of Us portion of the ticket price.

3
4 Moore explained the history of updating the rental policy beginning with the previous
5 City Manager directing the Parks and Commons Commission to eliminate waivers for
6 various groups.

7
8 Ojeda wanted to keep One of Us performing in Yachats. Johnson was in favor of the
9 25% arrangement. Shrock clarified the \$400 fee on Miller's sheet was for everything for
10 all 9 productions. Shrock also noted the 25% rate is on the net, not the gross.

11
12 Gordon explained why the percentage was on net, largely for protecting One of Us from
13 losses during shows with low attendance. Shrock reasoned that the net does not
14 account for their expenses, so it One of Us would be unrestrained in deciding what
15 expenses to deduct before applying the 25%.

16
17 Moore noted the City auditors would likely require proof of income and expenses from
18 One of Us to verify net and gross. Miller indicated One of Us does not earn enough to
19 file financial details with the IRS.

20
21 Linda Hetzler stated that she sees the Commons as a loss leader to the town. She was
22 strongly in favor of retaining in the spirit of Yachats.

23
24 Helen Anderson stated she coordinates Yachats Pride, which serves an important
25 audience and which is the only LGBTQ event of its kind in Lincoln County and the
26 central coast. Anderson indicated she was supportive of a deal with One of Us but, in a
27 similar vein of contributing to the community, Yachats Pride would come to the
28 Commission to ask for a pricing break should the Commission make the arrangement
29 with One of Us.

30
31 Shrock stated this decision raises the issue of who deserves a break. Shrock also
32 noted his concern over the amount of time taken up by these 9 productions. Shrock
33 recalled the City limited the number of crafts fairs so the facility could be more available
34 for others. Shrock also suggested that One of Us could bring in the same number of
35 attendees over two weekends than three. Shrock suggested it was not helpful to get
36 into definitions of events or whether the Commons was an events center or community
37 center.

38
39 Shrock also noted that he did not see that OOU was an event.

40
41 Johnnie Prince explained they need they need three weekends because they count on
42 word of mouth to generate interest. She noted many people come to more than one
43 performance.

44
45 Hetzler offered to have the Drift Inn sponsor One of Us Productions, cover all fees and
46 include advertising on KLCC. Moore thanked Hetzler and clarified that she was offering

1 to cover the \$1,080 for two performance runs each year.

2
3 Ojeda asked if One of Us could offer a local discount. Miller noted he can work with
4 people who cannot afford tickets.

5
6 Miller withdrew his request for a waiver.
7
8
9

10 **C. Commons Policy Manual Update**

11 Moore explained that the Council approved the Commissions recommendations with
12 three exceptions: firearms, plastic bottles, and Big Band. The Council recommended
13 that no private security be allowed to carry firearms in the Commons. The Council also
14 asked that the recommendation to remove the ban on plastic bottles not be
15 implemented and to have the language remain in the Manual. Moore noted the only
16 issue still pending was the financial agreement with Big Band.
17

18 Hetzler noted she would like another business to sponsor Big Band. Moore noted Big
19 Band makes enough to cover their costs in the summer, so they only need support for
20 the winter months. Moore asked Hetzler if the Chamber might sponsor Big Band.
21 Hetzler indicated the Chamber has very limited funds, and she believed one of the
22 hotels might sponsor Big Band.
23

24 Hetzler and the Commission they would revisit this possibility at the October meeting.
25

26 **IV. Other Business**

27 **A. From the Commission - none** 28

29 **B. From the floor**

30 Hetzler explained the alcohol policy for the Commons only allows for serving beer and
31 wine. She noted she does not pay more for a hard liquor license or for insurance to
32 serve hard liquor. She reported the OLCC has serving equivalents for beer/wine versus
33 hard liquor. Hetzler added some people have allergies to wine and beer. She asked the
34 Commission to consider allowing hard liquor in the Commons.
35

36 Moore reported that he asked Hoen to research the insurance issue. He indicated there
37 was no issue with insurance for the City. Moore noted he pulled the item from the
38 agenda for this meeting based on recent Council behavior, noting that they tend to be
39 responding emotionally rather than with logic. Shrock clarified with Hetzler that the
40 whiskey tasting at the Drift Inn associated with the Celtic Festival was enormously
41 popular. Shrock wondered if there could be other complications. No one stated a
42 reason to not allow hard liquor. Hetzler added that the person serving the alcohol is the
43 one who is technically liable for situations that arise.
44

45 Gordon moved that the City allow the service of hard liquor in the Commons: Aye – 5;
46 No – 0.

1
2 With no further business before the Commission, Moore adjourned the meeting at 4:22
3 pm.
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9 _____
10 W. John Moore, Chair

_____ Date

11 Minutes prepared by H.H. Anderson, October 6, 2018
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DRAFT