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CITY OF YACHATS
PARKS AND COMMONS COMMISSION
Civic Meeting Room – Yachats Commons
August 16, 2012

The regular meeting of the Parks and Commons Commission was called to order by Chair Don Niskanen at 3:00 p.m. in the Civic Meeting Room of the Yachats Commons. Members present: Niskanen, Mari Irvin, Lauralee Svendsgaard, and Fran Morse, Audience: 1.

I. Minutes – July 19, 2012

Niskanen stated Newman was out due to a trip to the doctor.

Niskanen read the new door locking policy that was added to the commons manual.

Motion to approve the minutes of July 19, 2012, as amended, Aye – 4, No – 0.

II. Reports

A. Friends of the Yachats Commons

1. Commons User Support Manager – Sterner will prepare a written report and submit to the Parks and Commons Commission.

- The new Preschool bathroom will be installed during the 2 week interim before preschool starts again for the fall.
- The old (1993) sound system (amp) went down again; there was a request to purchase a new amp for approximately \$300.00.
- New Basketball hoop installation is coming along fine, John McClintock is supervising.
- The new chairs are ordered and should be here around the end of September.
- Shelving in the new storage room is 80% completed.

B. Year to Date: Revenue and Expenditures

Niskanen said the report attached is for the end of the Fiscal Year 2011-2012 and asked if anyone had any questions. None.

C. Yachats Trails Committee – Svendsgaard reported:

- Volunteer turnout has been quite good during these summer months.
- 20 volunteers helped with the 804 Trail maintenance event on August 4th.
- Wally has already logged in 300 volunteer hours for 2012.
- The Scotch Broom and Tansy populations within the City Limits have been greatly reduced. The broom infestation at Blackstone will likely resolve itself as the Alders mature.

We received a letter from the District Ranger at Siuslaw National Forest giving us permission to apply for the special use permit. Once the permit is issued we'll be able to begin building the trail link from Fisterra to the Gerdemann Botanical Preserve. We'll have a ground breaking ceremony when the construction begins.

III. Business

A. Discussion: Chair Policy

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2 The decision was made that the new chairs will not be taken off site. The 30 folding chairs will still
3 be rented out as before.
4

5 **B. Yachats Commons Policy Amendment – Table and Chair rental**
6

7 Discussion about the rental of the Tables and Chairs for both on-site events and off-site events was
8 discussed. Before making any decision, the Commission requested a report for next month's meeting,
9 providing information on the number of rentals, what was rented, and what revenue was collected
10 from rentals last fiscal year. It was suggested that the Commons Manager check in with the office
11 staff at the beginning of each week for specifics on that week's bookings. The Commission also
12 suggested that the office should be responsible for tracking rental reservations and ensuring that
13 rental requests don't conflict with equipment needs for Commons facility rentals. Those reserving
14 equipment for off-site use should be advised that equipment cannot be guaranteed until two weeks
15 prior to the request date. And facility renters must have their equipment requests verified two weeks
16 prior to their event. This will be discussed further at the September meeting.
17

18 **IV. Other Business**
19

20 The City has budgeted 25K for the new floor in the Multi-purpose room. There is a need to have the
21 sub-floor and structure inspected to see the scope of repairs needed before the new floor can be laid.
22

23 All agreed that Room 7 will be used as a multi purpose room for rental purposes. It was requested
24 the sink drain be repaired if possible so it could be used.
25

26
27 **A. From the Commission**
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29 Lauralee requested that thought be given to how the Commission and the community could move
30 ahead with play area improvements at the Commons Park. The tot lot needs to be redone with new
31 foundation materials suitable to our climate, and the skate park needs to be constructed. Play
32 elements for children of all ages should be available to visitors, residents and YYFAP participants.
33 And the existing facilities do not appropriately represent the community's understanding of the
34 values provided by safe, healthy outdoor play.
35

36 Lauralee brought up the “bear” incident in Quiet Water. Niskanen said Council has it on the agenda
37 for next month’s agenda.
38

39
40 **B. From the Staff**
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42 Sterner said new shelving is going to be installed in the food pantry.
43

44 The meeting was adjourned at 4:50 p.m.
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48 _____
49 Don Niskanen, Chair

1 Attest:

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Linda Wangsness, Administrative Specialist