

AGENDA
CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
April 23, 2009 - 7:00 pm

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF MINUTES**
 - A. Minutes of March 26, 2009
- V. PUBLIC APPEARANCES**
- VI. REGULAR AGENDA**
 - A. KidTown Enhancements – Rob Carrillo review of product samples.
 - B. Review swimming pool group rental rates for families/special events and lifeguard requirements – Gary Milliman
 - C. Budget: How It Works – Administrative Services Director Janell Howard
- VII. INFORMATION UPDATES/DISCUSSION ITEMS**
 - A. Easy Manor Park – Commissioner Benoit
 - B. Lower Stout Park – Commissioner Parrish
 - C. Bankus Fountain/Azaleas - Commissioner Benoit
- VIII. COMMISSIONER REPORTS/COMMENTS**
- VIII. ADJOURNMENT**
 - A. Next meeting May 28, 2009

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
March 26, 2009

CALL TO ORDER

Chair Vilelle called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

ROLL CALL

Present: Commissioners Tony Baron, Michelle Benoit, Patricia Brown, Frances Hartmann, and Chair Don Vilelle. *Absent:* Commissioners Tony Parrish and Ken Barkema.

Also present: Gary Milliman City Manager

APPROVAL OF MINUTES

A. **Motion made by Commissioner Benoit to approve the minutes of February 26, 2009 as written; motion seconded and Commission voted, the motion carried unanimously.**

PUBLIC APPEARANCES

None

REGULAR AGENDA

- A. *KASPER Program Update* – Bette Moore, KASPER Vice President advised that the KASPER after school program is starting March 31, 2 days a week, through June 4th. They have hired three staff members and are partnering with 4-H. Have @15 children registered, expecting numbers to increase up to 40-50. Charge is \$150 for ten week program. In process of establishing funding/grants and continuing to look for volunteers for the summer program.
- B. *KidTown Enhancements* – Rob Carrillo, representative of the Ford Family Foundation Leadership Training Class presented a class project request to make KidTown ADA accessible with a modified ramp entrance, recyclable rubber mat surface material under the swings and used to create ADA paths, improvement to benches and picnic tables; and in the sand box area removal of the box barrier. They would like to work with the City and Park and Recreation Commission for approval so they can begin project fundraising and order material samples. **Motion made by Commissioner Benoit to approve the project and forward to City Council for approval; motion seconded and Commission voted, the motion carried unanimously.** Matter to be scheduled for April 13th City Council meeting. Mr. Carillo to return to Park & Recreation Commission April meeting with mat product samples.
- C. *Swimming Pool* – City Manager Gary Milliman advised of required swimming pool maintenance needs. Pool budget will not cover required maintenance costs and upkeep. Recommended increase in user fees of resident youth and senior rate from \$2.25 to \$2.50, non-resident youth rate from \$2.50 to \$3.50, adult rate from \$3.00 to \$4.00. Pool group rental rates for families/special events and lifeguard requirements to be discussed at next Park & Recreation meeting. A resident discussed prospect of sponsoring Special Needs Children events to possibly create pool revenue. **Motion made by Commissioner Benoit to approve the increase in pool fees as presented, for lack of a second the motion died. Motion made by Commissioner Hartmann to set the daily, ten swim pass and season swim pass fees as presented in the handout for a period of one year and to forward matter to City Council for approval; motion seconded, and the motion was approved with Commissioners Baron and Brown voting "No". Motion carried 3 to 2.** Fees being approved were clarified. Commissioners further discussed pool promotion, advertising and marketing.

D. Set Date for Master Plan Review Workshop – Workshop set for May meeting.

INFORMATION UPDATES/DISCUSSION ITEMS

- A. *Easy Manor Park* – Commissioner Benoit advised park equipment on order and expected to arrive in @ 4 weeks. Installation possibly sometime in May.
- B. *Lower Stout Park* – Commissioner Parrish provided written note indicating they are looking for money to set up account with Wild Rivers Foundation and the model created by Donna Kramer and Commissioner Benoit was great.

COMMISSIONER REPORTS/COMMENTS

Commissioner Hartmann – complimented Commissioner Baron on the KidTown schematic used for tonight's presentation on KidTown.

Commissioner Brown – interested in the Capella volunteer progress. City Manager Gary Milliman advised there are approximately 20 volunteers interested in manning the Capella, and a volunteer training meeting and materials are being prepared.

Commissioner Baron – Little League season starting up and they are planning to do some field improvements, they will be in contact with the City Park crew. This year Brookings will be hosting the District 8 Girls Little League Tournament in late June/early July.

Chair Vilelle – on behalf of Tony Parrish advised that planting of the azaleas for Bankus Park will be two Saturdays after they are received, unknown yet when they will arrive. Tony will let everyone know. He also asked to mention that the Stout Mountain Railroad will have a miniature Azalea Festival on May 2nd. If you know of any group having an event during the regular Azalea Festival they are invited to participate and to contact him. Chair Vilelle advised that he had spoken with Azalea Park Foundation President Shirley Hyatt and she stated that they have not been having regular meetings but she will advise when they are planned.

City Manager Gary Milliman – advised that the City is submitting a grant application for the paving of the Chetco Point Park parking lot and installation of a restroom facility.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:31 pm. Next meeting scheduled for April 23, 2009.

Respectfully submitted,

Don Vilelle, Chair
(approved at April 23, 2009 meeting)

**LOWER STOUT PARK COMMITTEE
MEETING MINUTES**

April 08, 2009

Present: Pete Chasar, Tony Parrish, Jan Wilms, Donna Cramer, Filmarie Hamilton, Michelle Benoit, Mike Woodstra, Don Vilelle and LauraLee Gray.

Location: City Council Chambers

Minutes from the 03/11/09 meeting were approved unanimously.

Pete clarified the comments from Karen Phillips of the Wild Rivers Community Foundation regarding time frame for acquiring funds and setting up an account.

Michelle and Donna presented the finished model, the design concepts were approved unanimously. Discussion followed regarding the material to be used for surfacing of the walkway, Committee will provide Mike Woodstra with information regarding wall height, bench sizes, sidewalk width and surface material choice so he can provide an estimate. Mike also volunteered to act as the General Contractor for the project.

Tony will be presenting the model to a potential donor and will report back to the Committee on his progress.