

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

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF MINUTES**
  - A. Minutes of June 25, 2009
- V. PUBLIC APPEARANCES**
- VI. REGULAR AGENDA**
  - A. Azalea Park - Rotary Club Sidewalk Grant
- VII. INFORMATION UPDATES/DISCUSSION ITEMS**
  - A. Easy Manor Park - Commissioner Brown
  - B. Lower Stout Park – Commissioner Parrish
- VIII. COMMISSIONER REPORTS/COMMENTS**
- VIII. ADJOURNMENT**
  - A. Next meeting August 27, 2009

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
June 25, 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 Ken Barkema, Patricia Brown, Frances Hartmann, and Chair Don Vilelle. *Absent:* Commissioners Tony Baron, Tony Parrish  
*Also present:* Gary Milliman, City Manager and John Cowan, Public Works Director

**APPROVAL OF MINUTES**

- A. **Motion made to approve the minutes of May 28, 2009 as written; motion seconded and Commission voted, the motion carried unanimously.**

**PUBLIC APPEARANCES**

Richard Hayashi presented further information he had obtained on the tennis backboard from the manufacturer regarding design and installation.

**REGULAR AGENDA**

- A. *Review/Update Capital Projects List* – Gary Milliman presented updated Capital Projects List for the Parks. Reviewed and discussed the Park and Recreation 2009-10 Budget and went over each parks detailed proposed capital projects. Chair Vilelle suggested Commissioners meet Saturday, July 25<sup>th</sup> at 9 am at Kidtown parking lot to tour the parks and rate by priority the Capital Improvement Project list.

**INFORMATION UPDATES/DISCUSSION ITEMS**

- A. *Easy Manor Park* – Commissioner Brown advised that the park is now closed to the public and old playground structures have been removed. Some engineering for establishing grades and slopes for handicapped accessibility still needs to be done. Summer youth employment crews scheduled to start work in July. A playground representative from Wildwood Playground Equipment to supervise equipment construction also needs scheduled. Date in grant contract possibly is 9-10-09 to be compliant with the state.

**COMMISSIONER REPORTS/COMMENTS**

Commissioner Parrish – Chair Vilelle advised on behalf of Commissioner Parrish that at Bankus Fountain Park he is getting plants and volunteers together to plant the other corner, date and time to be announced. He expressed desire to have Easy Manor Park transformation put on the City website. Advised that the KBSC TV show on Brookings Parks is still in the works. The Stout Mountain Railway will run on July 3<sup>rd</sup> a mini fireworks show. He thought the windows at the Capella were very dirty and wondered if there is a bid process set up to clean them and if not a process be set up to do them ala carte, i.e. each window/inside/outside/skylights/ledge area all separate.

Commissioner Brown – Thanked John Cowan for his work and presentation to the City Council on the tennis backboard. The Garden Club annual picnic scheduled at Stout Park on July 20<sup>th</sup>, a work party is scheduled for July 17<sup>th</sup> to shape it up.

Commissioner Hartmann – Shirley Hyatt, coordinator of the Azalea Park Foundation advised her

that a work party is scheduled for June 27<sup>th</sup>, and was wondering if a citywide work clean-up of Azalea Park was going to be scheduled this year. Last year park was quarantined because of SOD. John Cowan advised that as long as in the clean up is in the developed areas would not be a problem, but the SOD area is still under quarantine. No citywide clean-up planned at this time.

Chair Vilelle – Concerning bike complaints at the Skate Park, wondered what happened to bicyclist who violated the “no bike” rule, read police report that indicated that bicyclist were told not to return that day. Commissioners do not believe this stops the bicyclist from using the Skate Park and enforcement is needed.

Staff – City Manager Gary Milliman advised that two Summer Youth Employment groups will be starting approximately the second week of July for six weeks and will be doing some projects at Azalea Park for the City.

### **ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at 8:05 pm. Next meeting scheduled for August 27, 2009.

Respectfully submitted,

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Don Vilelle, Chair  
(approved at August 27, 2009 meeting)



## DISTRICT 5110 SIMPLIFIED GRANT

### 2009-2010 CLUB PROJECT APPLICATION

Type of Humanitarian Grant: Community ☐ International ☐

Club(s) #1	Brooking-Harbor Rotary Club #331	#2		#3		#4	
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Project Start Date:	10/1/2009	Estimated Completion Date:	5/1/2010
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*The portion of the project funded by the DSG grant must be completed by the end of the 2009-2010 Rotary year.*

Total Project Cost	\$ 10000	Club Contribution	\$ 8000	Requested DSG funds	\$ 2000
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*Clubs may request up to \$2,000 for a single or \$3,000 for a multiple-club project.*

Can the project proceed with a partial award of the amount requested? Yes ☒ No ☒

*If DSG funds are limited, will you accept less than the full amount requested? What is the minimum award that you need to proceed with the project? \$ 1500*

**1. Briefly describe the project, its location, and its objectives.** *The DSG grant may fund a specific part of a larger project. If so, briefly mention the overall project, but focus on the DSG funded portion.*

Wheelchair accessibility Azalea Park in Brookings Oregon. Construct w/c accessible sidewalk, concrete pad, and shelter so that challenged individuals of all ages can access concerts, holiday lights, and family and community events in the park. DSG will fund part of this project.

**2. Describe how the project will benefit the community and improve the lives of the less fortunate.** *A preference will be given to the projects that are humanitarian, benefiting the lives of the less fortunate.*

Same as # 1 above.

**3. Describe non-financial participation by Rotarians in the project.** *The application must set forth the active participation by Rotarians for each club involved in the application.*

Rotarians will plan the project, acquire the approvals from the city and provide labor to construct sidewalks, pad, and shelter.

**4. Budget —Attach a complete, detailed and itemized budget for project.** *The DSG grant may fund a specific part of a larger project; if so, the budget should focus solely on the DSG portion of the project.*

**5. Cooperating Organization(s)** — Most projects involve an organization that will participate in the project or receive the benefit of the project. If so, please provide the name(s) of the organization(s) below and attach a letter of participation from each organization specifically setting forth its endorsement of the project and its cooperation with local Rotarians. *By signing this application, the Rotarian sponsors endorse the organization as reputable, responsible and acting within the applicable laws of the project site.*

City of Brookings Oregon.

Name(s) of Cooperating Organization(s)

**6. How will the general public know this is a Rotary-sponsored project?** *Please provide details of plans for publicity, such as newspaper coverage or the display of the Rotary wheel on the project.*

Newspaper coverage and display of the Rotary wheel on the project