

AGENDA
CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
December 17, 2009 - 7:00 pm

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF MINUTES**
 - A. Minutes of October 22, 2009
 - B. Minutes of November 19, 2009
- V. PUBLIC APPEARANCES**
- VI. REGULAR AGENDA**
- VII. INFORMATION UPDATES/DISCUSSION ITEMS**
 - A. Lower Stout Park – Commissioner Parrish
 - B. Bankus Park Rehabilitation – Commissioner Parrish
- VIII. COMMISSIONER REPORTS/COMMENTS**
- IX. ADJOURNMENT**
 - A. Next meeting January 28th, 2009

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
November 19, 2009

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Tony Baron, Patricia Brown, Frances Hartmann, Tony Parrish

Absent: Chair Don Vilelle, Commissioner Ken Barkema

Also present: Gary Milliman, City Manager and John Cowan, Public Works Director

APPROVAL OF MINUTES

A. Approval of minutes continued to December 17, 2009 meeting.

PUBLIC APPEARANCES

Tim Stadelman – Port Park. Mr. Stadelman appeared representing an anonymous donor wishing to contribute funds to construct a playground in the Harbor Port area. He wanted advice/suggestions in the process of building a park. As the Port is located outside the city limits the Commission is unable to make any decisions but location, grant availability, possible funding, park requirements and playground equipment discussed. Suggested he have further discussions with the Port.

REGULAR AGENDA

A. *Bus Shelter* – Gary Milliman. The proposed area for the bus shelter is staked out at Bankus Park, would like to hear from Commissioners with comments. The exact structure is not determined yet as they have just submitted the application for funding.

INFORMATION UPDATES/DISCUSSION ITEMS

- A. *Lower Stout Park* – Commissioner Parrish advised they have met the requirements to join the Wild River Foundation, the exact agreement language is being worked out. They will be planning more fundraising efforts.
- B. *Azalea Park Sports Field Rehabilitation* – Commissioner Baron reviewed the field rehabilitation/reconfiguration plan. He presented the concept to the soccer and softball organizations and they have agreed to submit letters of support. Matter was voted on and approved at October, 2009 meeting and is being forwarded to City Council for consideration.
- C. *Bankus Park Landscaping Status* – Commissioner Parrish advised there is a plan to finish landscaping the second half of the area to match the first half. Materials list, site preparation, rhododendrons removed and irrigation needed. Staff to organize prep work, Commissioner Brown to get a list of the plantings, volunteers to do installation, Leo Club willing to replenish bark chips.

COMMISSIONER REPORTS/COMMENTS

Commissioner Hartmann – commented on individuals selling cranberries and private signage set up at Bankus Park without permission. Commissioner Parrish suggested a rededication of Bankus Park be done after landscaping is complete and a “Bankus Park” sign be installed so people realize it is an actual City park. Commissioners were provided with more details on the Vietnam “Moving Wall” that is scheduled in Azalea Park June 23rd to June 29th. Private security is being provided by VFW and Commissioners wondered if lighting of the park paths would be possible as event is open 24 hours a day.

Commissioner Brown – read a report from Chair Vilelle on Nature's Coastal Holiday.

Commissioner Parrish – invited everyone to Santa's Workshop next to the Malt Shop, Stout Mountain Railway will be set up there also during the holidays. Advised that scaffolding/staging is available from McLennan Contractors to wash windows at the Capella if someone is interested.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:04 pm. Next meeting scheduled for December 17, 2009.

Respectfully submitted,

Don Vilelle, Chair
(approved at December 17, 2009 meeting)

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
October 22, 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, Tony Baron, Patricia Brown, Chair Don Vilelle.

Absent: Commissioners Frances Hartmann and Tony Parrish

Also present: Gary Milliman, City Manager and John Cowan, Public Works Director

APPROVAL OF MINUTES

- A. **Motion made by Commissioner Baron to approve the minutes of September 24, 2009 as written; motion seconded and Commission voted; the motion carried unanimously.**

PUBLIC APPEARANCES

None

REGULAR AGENDA

- A. *KASPER Program* – Carolyn Milliman, KASPER board member presented a report and request from the KASPER program for the City to continue their support of the KASPER program in the amount of \$15,000 for the summer 2010 program. Program received many positive supportive comments from the public. **Motion made by Commissioner Brown to continue support of the KASPER program for the 2010 summer; motion seconded and Commission voted; the motion carried unanimously.**
- B. *Removal of Azalea Park Volleyball Courts* – Gary Milliman directed Commissioners to the seven public comments received which indicated support in keeping the volleyball courts and installing directional signage. **Motion made to table the issue until next Fall with the installation of signs in appropriate places in the meantime; motion seconded and Commission voted; the motion carried unanimously.**
- C. *Mill Beach Access* – Gary Milliman advised this matter was referred from the City Council to determine if there is an interest in developing this property for safe public access and camping. The current roadway and parking area is owned partially by the City and South Coast Lumber. Commission recommended council pursue 1st step in developing, which would be to pursue acquiring through donation from South Coast Lumber, the parking area property and the 25 foot wide parallel roadway strip of land to widen the roadway. Further access development to be determined at a later date.
- D. *Azalea Park Master Plan – Athletic Fields* – Gary Milliman advised that Commissioner Baron has proposed an alternative design of the Azalea Park athletic fields, locating the softball fields back to back, allowing central location of restrooms and snack shack, and locating the soccer field along Lundeen Lane. Commissioner Baron explained design plans, details and benefits of reconfiguring field areas. **Motion made by Chair Vilelle to approve reconfiguration of field areas and amending Master Plan; motion seconded and Commission voted; the motion carried unanimously.**

- E. *Park Capital Improvement Plan* – Gary Milliman presented Park Capital Projects list which indicated park projects and the order in which the Commission had determined they were needed and would be completed. Cost estimates to be provided at January 2010 meeting. **Motion made by Commissioner Baron to approve the Park Capital Improvement Plan; motion seconded and Commission voted; the motion carried unanimously.**
- F. *Bus Shelter* – Gary Milliman advised that a meeting with Curry Public Transit resulted in a site visit to Bankus Park for determination of location of a bus shelter for which they currently have grant funding. Proposed bus shelter site to be staked out for Commissioners review. Proposed bus shelter may be viewed at belson.com website. Commissioner Baron suggested shelter be a standard City color.

INFORMATION UPDATES/DISCUSSION ITEMS

- A. *Easy Manor Park* – Commissioner Brown advised the new park continues to be enjoyed. Park has been hydroseeded and a Lyons Club Kans for Kids container installed as required for the grant.
- B. *Lower Stout Park* – Commissioner Parrish absent, Commissioner Brown advised the Stout Park Committee has scheduled a presentation to the Garden Club next month.
- C. *Azalea Park Sports Field Rehabilitation* – Commissioner Baron advised the infields have been tilled and conditioning material/topsoil added. Over the next several months hope to continue with more field improvements.

COMMISSIONER REPORTS/COMMENTS

Commissioner Brown – would like to thank City for new landscaping put in on Easy and Fifth.

Chair Vilelle – wondered where replacement tree was for Morys, John Cowan will inquire. Paint on light standards on Hwy 101 is chipping off, John Cowan to obtain paint to touch up.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:13 pm. Next meeting scheduled for November 19, 2009.

Respectfully submitted,

Don Vilelle, Chair
(approved at December 17, 2009 meeting)