

**AGENDA**  
**CITY OF BROOKINGS**  
**PARKS AND RECREATION COMMISSION MEETING**  
**Council Chamber - 898 Elk Drive**  
**February 26, 2009 - 7:00 pm**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. APPROVAL OF MINUTES**

A. Minutes of January 22, 2009

**V. PUBLIC APPEARANCES**

**VI. REGULAR AGENDA**

- A. State Parks Presentation on Brookings Area Projects – Ranger David Neighbor, Harris Beach Management Unit.
- B. KASPER Program Update – President Raina Stoops
- C. Swimming Pool – Dan Brittain
- D. Review/Update Capital Projects List – Gary Milliman
- E. Capella – Gary Milliman
- F. Election of Officers

**VII. INFORMATION UPDATES/DISCUSSION ITEMS**

- A. Parks and Recreation Annual Report - Chair Benoit
- B. Easy Manor Park – Chair Benoit
- C. Lower Stout Park – Commissioner Parrish
- D. Stout Park Trees – John Cowan/Commissioner Parrish

**VIII. COMMISSIONER REPORTS/COMMENTS**

**VIII. ADJOURNMENT**

- A. Next meeting March 26, 2009

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
January 22, 2009

**CALL TO ORDER**

Chair Benoit 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, Tony Parrish and Chair Michelle Benoit.

*Absent:* Commissioners Don Vilelle and Deborah Dudley

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

**APPROVAL OF MINUTES**

- A. **Motion made by Commissioner Parrish to approve the minutes of December 18, 2008 as written; motion seconded and Commission voted, the motion carried unanimously.**

**PUBLIC APPEARANCES**

None

**REGULAR AGENDA**

- A. *Capella* – Gary Milliman advised that the sub-committee had a meeting with Elmo Williams. Capella is not complete, they have installed an ADA sidewalk and door locks, but a final inspection has not yet been scheduled. Walk thru to be arranged at completion for staff and the commission to learn functions of the building. Event to organize a volunteer support group is planned for late February. Mr. Williams suggested contact with local performing arts groups and existing non-profit groups for managing the facility. A User Fee still needs to be established, and an events package information handout with wedding/event/facility planners, florists, contact numbers etc. is being developed. Further discussion required to understand Parks & Recreation Commissions' vision for the Capella, if it's to be used for scheduled events only or if it is to be open daily to the public. No city resources/staff available to staff daily so would need to recruit volunteer organizations to staff and secure the building which could prove difficult to have someone there daily guaranteed. Landscaping is being completed but a landscape plan has not yet been received. Questions arose regarding operational hours required by initial contract for Capella signed in 2005 with Mr. Williams. Subcommittee to meet again in early February.

**INFORMATION UPDATES/DISCUSSION ITEMS**

- A. *Easy Manor Park* – Chair Benoit advised grant paperwork has been signed. Now in process of getting playground structure out to bid.
- B. *Lower Stout Park* – Commissioner Parrish advised they are trying to raise money through the Wild Rivers Foundation, at their next meeting they will be working on a preliminary marketing plan and a scale model to be built all for a future public presentation.

**COMMISSIONER REPORTS/COMMENTS**

Chair Benoit - Bankus Park to undergo restructuring soon, azaleas to be ordered and scheduling of a community service day where local organizations can help with plantings and bark covering is to be planned. Loins Club donated \$250 for plantings, bark and mulch.

Commissioner Parrish – Would like the KASPER program to provide a written description for this summers' upcoming program and to have better communication with them. CCEC has still not planted the correct trees at Stout Park, requested trees be replaced several months ago. Will provide list of correct trees and damaged azaleas to Dave Kitchen for further investigation to get matter resolved.

#### **ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at 7:43 pm. Next meeting scheduled for February 26, 2009.

Respectfully submitted,

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Michelle Benoit, Chair  
(approved at February 26, 2009 meeting)

February 16 2009

## City of Brookings Swimming Pool

The following is a status report on the physical structure and maintenance demands affecting the pool

### 1. Virginia Graeme Baker Pool and Spa Safety Act.

This legislation passed by Congress in Dec 2007 requires specific changes to all floor drains for public pools and spas. The law mandates that all main floor drains comply with new federal guidelines to avoid accidental entrapment and potential injury or death. The Brookings pool has two floor drains and both must be retrofitted with federally sanctioned drain grates. Federal law prohibits the use of any pool not in compliance after December 19, 2008.

In addition, during an inspection performed by volunteer divers, we found the hydrostatic valves installed in 1972 are no longer functional. The valves were installed in the base of the sumps under the grates and it appears that during previous repairs to the pools surface, excess plaster was discarded in the sumps; encasing the valves in plaster. These valves were intended to provide pressure relief from the upward pressure of the natural water table beneath the pool. In the event the pool is drained, these valves help ensure the pool does not crack as the result of hydrological pressure.

We have received bids for bringing our pool into compliance

If the pool is filled and divers are required \$8,000

If the pool is empty \$4,075

Drain grates only, self installation \$518

2. Main pump replacement. During a routine inspection it was discovered the 20 hp pump that powers the pool's circulation and filter system had a broken impeller. It was decided to replace rather than repair this pump and the cost is \$7738.75. The new pump will add a variable frequency drive feature allowing for less electrical demand during non-pool use hours.

3. Roof covering pump house and chemical room. Inspection of the roof confirmed water damage to some of the plywood. While some plywood sheeting will need to be replaced, the roof joists all appear to be sound. The roof is flat and has inadequate drainage. We are currently requesting bids to install a pitched roof which would solve the drainage and leakage issues.

4. Float valves in surge tank. The surge tank has two inlet lines each with its own float valve that help maintain the pools water level and circulation. Both float valves are damaged and the extent of the damage is unknown until the valves can be examined by opening the 6" lines. It is possible the only problem is with the floats. New float assemblies have been ordered and will be installed. If that does not fix the problem, additional repairs will be required. Estimates for those repairs are Will have to open up to deter-

mine what needs to be replaced. Floats and rod need to be replaced. 2 float valves on surge tank. John doesn't think there is a shut off valve from the pool. Eugene contact has the history. Patti recommended we need this info on paper.

5. Dressing room floors. Floors do not drain properly and standing water creates safety issues and opportunities for bacterial growth. One estimate which suggested removal of existing floors, installation of drain system for ground water, and new floors for a cost of about \$20,000. Another product is being considered which would provide an effective water barrier without major construction.

6. Chemical room door. The existing steel door is badly rusted at the lower end. The door's frame is in good condition but the door needs replacing.

7. Water conservation. Currently the showers in both dressing areas have standard on/off handles. It has been proposed we install timed valves which would automatically shut off water flow after a designated time. Savings would be in less water use and less electricity to heat the water.

8. Paint. The outside walls for all pool structures are in need of paint. The city mural committee will be consulted in the hope of employing volunteer artists to add new murals to the outside walls.

9. Diving board. The steel superstructure supporting the diving board has much rust damage. It should be safe for another year, or two but will require attention.

10. Pool covers. Oregon City Aquatic Center has offered pool covers complete with a roller system at no charge. O.C. replaced the covers two years ago. Dan Brattain representing our pool inspected the covers and reported they are in good shape and would be a cost saving device for our pool. It is estimated to take two persons about ten minutes to cover and uncover. The cost savings would be in reduced propane usage as the covers would help prevent heat loss from the water when the pool is not in use.

11. Tree. There is a large evergreen tree on private property near the NE corner of the filter room. This tree is responsible for most of the debris collected in the pool and a big factor for clogged drains on the filter/chemical structures roof drains. A citizens committee is approaching the owner of the tree and offering removal at the city's expense.

## Park Capital Projects

PARK	CAPITAL IMPROVEMENTS PROJECTS	PRIORITY	COST ESTIMATE
Azalea Park	Security		
	Covered Picnic Areas		
	Parking Improvements		
	Pave Trail in SOD area		
	Multipurpose Field		
	Lundeen Lane Improvements		
	Park Security Trailer		
	Utility System Improvements		
	Athletic Field Restrooms		
	Recondition Existing Fields		
Bud Cross Park	Purchase Adjacent Five Acres		
	<i>Total Cost for Azalea Park</i>		
	Parking Improvements		
	Larger Basketball Courts		
Chetco Point	Recondition Existing Fields		
	<i>Total Cost for Bud Cross Park</i>		
	Parking – Pave		
	Education/Signage		
Easy Manor Park	Restrooms and Shelter/Gazebo		
	<i>Total Cost for Chetco Point</i>		
	Upgrade Playground Equipment		
	Upgrade Restrooms/ ADA		
Bankus Park/Fountain	Upgrade Sidewalks/ADA		
	<i>Total Cost for Easy Manor Park</i>		
	Rehab Landscaping		
	Bus Passenger Shelter		
<i>Total Cost for Bankus Park/Fountain</i>			\$

PARK	CAPITAL IMPROVEMENTS PROJECTS	PRIORITY	COST ESTIMATE
Stout Park	Shelter/Gazebo		
	Picnic Area		
	Restrooms		
	Security		
	Parking Improvements		
	Benches		
	Picnic Table		
	Construct path/access to picnic table		
	Walkway – Lower Stout Park		
Landscaping – Lower Stout Park	Water Feature – Lower Stout Park		
	Landscaping – Lower Stout Park		
	Repair Park Sign		
<i>Total Cost for Stout Park</i>			\$
Richard Street Park	No projects planned		
Social Security Bar	No projects planned		
Tanbark Park	No projects planned		
New Parks and Amenities	Community Center 40,000 sf		
	Year Round Heated Pool		
	More Basketball Courts		
	More Baseball & Softball Fields		
	Neighborhood Parks – similar to Easy Manor		
	Pet Park		
	More Tennis Courts		
Trails/Bike Path	More Soccer Fields		
	BMX/Bike Park		
Trails/Bike Path	Harris Beach State Park to Dawson Road Bike Path		