

AGENDA
CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
July 24, 2008 - 7:00 pm

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF MINUTES**
 - A. Minutes of June 26, 2008
- V. PUBLIC APPEARANCES**
 - A. Pete Chasar – 3-D Model of Lower Stout Park Design
- VI. REGULAR AGENDA**
 - A. Azalea Park Master Plan – City Manager, Gary Milliman
 - B. Brookings Bikeway Master Plan – City Manager, Gary Milliman
- VII. INFORMATION UPDATES/DISCUSSION ITEMS**
 - A. KASPER – Carolyn Milliman
 - B. Annual Parks Tour - Chair Benoit
- VIII. COMMISSIONER REPORTS/COMMENTS**
- IX. ADJOURNMENT** (Next meeting August 28th, 7 pm)

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
June 26, 2008

CALL TO ORDER

Chair Benoit called the meeting to order at 7:02 pm followed by the Pledge of Allegiance.

ROLL CALL

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

Others present: John Cowan, Public Works Director; Gary Milliman, City Manager

APPROVAL OF MINUTES

- A. Correct Commissioner Reports/Comments to indicate Commissioner Parrish made the comment concerning the KASPER program. **Motion made to approve the minutes of May 22, 2008 as corrected; motion seconded and Commission voted, the motion carried unanimously.**

PUBLIC APPEARANCES

- A. Deborah Dudley, 650 Old County Rd, Apt. #7, Brookings. Appeared expressing concern over condition of Azalea Park streambed near horseshoe pits and the need to restore streambed to previous condition before ODF removed the Sudden Oak Death (SOD) trees. Suggested community organizations make a project to restore the area. Public Works Director John Cowan clarified that the streambed is a storm drainage ditch and that the flow depends on water drainage. Further work by ODF to eradicate more SOD identified trees is forthcoming in the area. Commission discussed SOD conditions in the park. The area is to be inspected by Park Commission in park tour scheduled for July.

REGULAR AGENDA

- A. Youth Legacy Program – Grant Opportunity. Gary Milliman advised that after reviewing the proposed Chetco Point Exercise Trail idea with the State, the idea was not a concept that fit the grant goals which were to introduce youth to outdoors, to forest practices and to develop some type of outdoor facility that would provide youth recreation with an emphasis on having youth participate in a building project.

He presented an idea of restoring the Azalea Park natural trail area between the North Bank Road entrance and Kid Town into an interpretive trail, assisting with the building of the multi-purpose field, stream restoration, and providing reforestation education to youth. Believes it would be a project that would benefit the community and meet the goals of the grant. Has made inquiries and so far Gold Beach 4-H Extension Service and ODF interested in possibly helping. **A motion was made by Commissioner Brown to support the grant writing project on the interpretive trail for the Youth Legacy Program. The motion was seconded and the Commission voted, the motion carried unanimously.**

- B. Azalea Park Master Plan – Gary Milliman presented an Azalea Park Project List and Master Plan. He advised that he did not have a cost on the acquisition of the vacant parcel north of Lundeen for future expansion; the property owner has not made a decision to sell. Item #4, expansion of fill to the east in the canyon between the existing athletic fields in question, commission would like to include that area in their upcoming Azalea Park tour. Commission decided to postpone adoption of the Master Plan until next month.

INFORMATION UPDATES/DISCUSSION ITEMS

- A. *Scheduling of Parks Tour* – Scheduled for Friday, July 11th at 9:00 am, meeting at the North Bank parking lot.
- B. *Lower Stout Park* – Commissioner Parrish. A 3-D model plan is being made by Pete Chasar to present to the public at the 2nd Saturday August Art Walk to get public input. Put on the July P & R Commission agenda for a preview of the model.

COMMISSIONER REPORTS/COMMENTS

Commissioner Parrish – Stout Mountain Railroad will be running and decorated for the 4th of July.

Commissioner Villele attended the Azalea Park Foundation meeting on June 11th. They are down to three remaining members and trying to restructure themselves. Wild Rivers Community Foundation member Karen Phillips expressed concern as they are wanting to remove their money from the Wild River Community Foundation account to put towards the Capella building. Because they don't have volunteers they will be cutting back on the work done in the park, Jan Willms helping to get work parties started again. They are trying to recruit new members possibly from the Garden Club.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:17 pm. Next meeting scheduled for July 24th.

Respectfully submitted,

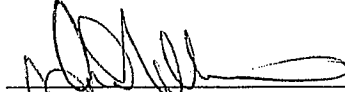
Michelle Benoit, Chair

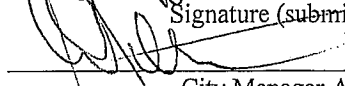
(approved at July 24, 2008 meeting)

CITY OF BROOKINGS
PARKS & RECREATION COMMISSION
AGENDA REPORT

Meeting Date: July 24,
June 26, 2008

Originating Dept: City Manager



Signature (submitted by)


City Manager Approval

Subject: Azalea Park Master Plan

Recommended Motion: Motion to adopt Azalea Park Master Plan and recommend adoption to the City Council.

Background/Discussion:

A stakeholders meeting was conducted on October 30, 2007 concerning the future development of Azalea Park. As a result of that meeting, further staff analysis and commission discussion the attached Azalea Park Master Plan is recommended for approval.

Attachment(s): Azalea Park Master Plan

Azalea Park Projects

Project Description	Estimated Cost	Responsible Party
Construction of a snack shack and restroom near the athletic fields.	\$45,000	Softball Assoc.
Construction of a multipurpose/soccer field between the two existing athletic fields.	\$65,000	Soccer League
Expansion of fill to the east in the canyon between the existing athletic fields.	\$6,000	City
Improvements to Lundeen Lane (paving and sidewalks).	\$60,000	City
Construction of a water line loop to serve the athletic fields, proposed snack shack and proposed restroom.	\$30,000	City
Construction of a sewer line to serve the proposed snack shack and restroom.	\$12,000	City
Expansion of athletic field parking lots.	\$2.00/sq ft.	City
Construction of a small playground near the athletic fields.	\$10,000	Softball Assoc.
Acquisition of the vacant parcel north of Lundeen Lane for future expansion of the Park.		City
Reforest area impacted by Sudden Oak Death eradication and restore/improve trail.	On-going	City/State Forestry/volunteers

AZALEA PARK MASTER PLAN

July 2008

A stakeholders meeting was conducted on October 30, 2007, concerning the future development of Azalea Park. As a result of that meeting, further staff analysis and review by the Parks and Recreation Commission, the following Azalea Park Master Plan has been developed.

FINDINGS

Basic findings are that:

1. With the addition of the multipurpose sports field, concession stand near the sports fields and restrooms near the sports fields, the Park will be "built-out."
2. The Park offers a good mix of passive and active recreation opportunities. Existing "buffers" between active and passive recreation areas should be retained.
3. Recreation needs exceed the capacity of Azalea Park to accommodate those needs.

PROPOSED PROJECTS

Projects proposed for the Park (responsible parties in parenthesis) include:

1. Construction of a snack shack near the athletic fields. (Softball Association)
2. Construction of a restroom facility near the athletic fields. (Softball Association)
3. Construction of a multipurpose/soccer field between the two existing athletic fields. (Soccer League)
4. Expansion of fill to the east in the canyon between the existing athletic fields. (City)
5. Improvements to Lundeen Lane, including sidewalks. (City)
6. Construction of a water line loop to serve the athletic fields, proposed snack shack and proposed restroom. (City)
7. Construction of a sewer line to serve the proposed snack shack and restroom. (City).
8. Expansion of athletic field parking lots. (City)
9. Construction of a small playground near the athletic fields. (Softball Association)
10. Acquisition of the vacant parcel north of Lundeen Lane for future expansion of the Park. (City)
11. Reforest and restoration of trails in the area impacted by Sudden Oak Death eradication. (City/State Forestry/volunteers)



Application for Assistance

This form has preset field for making entries. Simply type in the shaded areas.

Project Name: Brookings Bikeway Master Plan **Date:** July 11, 2008

Project Location

City, County and State: Brookings, OR 97415

Congressional District(s): Oregon 4

Applicant(s): City of Brookings

Primary Contact: Gary Milliman **Title:** City Manager

Street Address: 898 Elk Drive

City: Brookings **State:** OR **Zip Code:** 97415

Email: gmilliman@brookings.or.us

Daytime Phone: 541-469-1101 **Fax:** 541-469-3650

Project Description

1. Describe the project goals, including any tangible conservation or outdoor recreation results expected (e.g.: miles of river protected, restored or enhanced; miles of publicly accessible trail created or enhanced; acres of parkland created.)

The study project will evaluate alternatives for the development of a bicycle path/route that would inter-connect the new Southwestern Oregon Community College Curry Campus, Harris Beach State Park, Chetco Point Park, downtown Brookings (restaurant, gallery, library area), the Manley Art Center (Stout Park, Azalea Park) and the Chetco River. The goal is to develop a plan that can be implemented incrementally with urban renewal, grant funding and facility development funds. Ultimately, the bicycle path would enable visitors, students and residents an opportunity to travel between outdoor recreation sites by bicycle with enhanced safety.

2. Identify the important natural resources to be improved or protected, and/or the outdoor recreation opportunities to be enhanced.

Outdoor recreation opportunities to be enhanced include bicycling and use of existing parks and downtown shopping.

3. Identify the partners that will be *actively* and *substantively* involved in the project. Describe the existing or anticipated role and contribution of each. *Support letters from project partners detailing the nature of their intended involvement are strongly encouraged.*

Partners will include:

- Brookings Urban Renewal Agency and Brookings Urban Renewal Advisory Committee - advisory role for the development of downtown bicycle facilities. Providing funding for construction within Urban Renewal area, which includes downtown Brookings, Chetco and Azalea Parks.
- Southwestern Oregon Community College - will incorporate plans and facilities for bikeway trailhead in development of the new college facility.
- Brookings Park and Recreation Commission - coordinator of community input and plan review.
- Oregon Department of Parks and Recreation, Harris Beach State Park - assistance with planning for bikeway through Harris Beach State Park. Possible construction funding source.
- Oregon Department of Transportation - assistance with planning interconnection with Oregon Coast Bike Route, possible construction funding source.
- Brookings Planning Commission - review and assure consistency with City Master Plan.
- Lower Stout Park Committee - advisory or developing bicycle facilities at park.
- Bicycle Advisory Committee - new committee to consist of cyclists.

4. Provide other examples of support for the project including: recognition in local, regional and state plans; endorsements from elected officials and boards; supportive public votes or surveys; grants and other funds awarded; or media coverage.

The City of Brookings Transportation System Plan (2006) encourages development of bicycle facilities noting “there are limited bicycle facilities within the study area”. The Oregon Coast Bike Route passes through Brookings along US101; however, there are no designated bicycle lanes on US101 through most of the City. The Downtown Master Plan (2002) calls for the development of a “dedicated bike lane” in the downtown area; the City has recently sold \$3.4 million in Urban Renewal bonds which includes funding for a portion of this work. The project has been endorsed by:

- **Brookings City Council**
- **Brookings Parks and Recreation Commission**
- **Brookings Harbor Chamber of Commerce**
- **Southwestern Oregon Community College**
- **Brookings Urban Renewal Advisory Committee**

5. Describe the kind of assistance you are seeking from RTCA staff. *(For examples of the kinds of technical assistance RTCA staff can provide, click on “What we do” on our website, www.nps.gov/rtca).*

The City has obtained a consulting proposal to undertake the study and prepare a master plan at a fee of \$42,114. The City is seeking 100% funding from RTCA.

6. Describe how the project provides connections to and/or enhances other natural/recreational resources in the region; connections to nearby National Parks; how project will engage youth; and name any NPS partners and/or health partners.

The project would develop a plan for interconnecting Harris Beach State Park, Chetco Point Park, Stout Park, Azalea Park and the Chetco River via North Bank Chetco River Road. North Bank Chetco River Road which provides access to Azalea Park and the river itself provide access to Siskiyou National Forest.

The bicycle path would interconnect with the Oregon Coast Bike Route which provides access to many state and national park resources along the Oregon coast and south to Redwood National Park.

Project Background and Context

- Provide a map showing the project location. *Briefly summarize the area’s relevant natural, cultural, historic, scenic and outdoor recreational resources. See attached map.*

Brookings is located on the southern Oregon coast. Natural, cultural, historic, scenic and outdoor recreational resources include:

- ▶ **Coastal Vistas**
- ▶ **Public Beaches**
- ▶ **Harris Beach State Park**
- ▶ **Siskiyou National Forest Coastal Access**
- ▶ **Azalea Park, including summertime concerts in the park**
- ▶ **Chetco River**
- ▶ **Sport fishing**
- ▶ **Chetco Point Park**
- ▶ **Stout Park**
- ▶ **Manley Art Center and monthly downtown art walks**
- ▶ **Brookings-Harbor**
- ▶ **Revitalized Downtown Business District**
- ▶ **Memorial site for only site in Continental US bombed by Japanese Military Forces in World War II**
- ▶ **Access to ocean and river boating, kayaking**
- ▶ **All sports fields serving Southern Curry County are located in Brookings**

- Describe public participation in the project so far, and any future plans. **Concept discussed with City Council in 2007. City Council authorized development of bicycle plan; directed staff to seek grant funding. Planning for bicycle lane in downtown was part of community based Downtown Master Plan Development in 2002.**
- Name primary partners and key individuals involved to date. **City discussed portion of project involving Harris Beach State Park with park officials in 2007. City contracted with HGE Engineering for preliminary cost estimate of developing bicycle path from Dawson Road/US101 to Harris Beach State Park in 2007. City requested Oregon Department of Transportation to retain .75 acre "surplus" parcel north of Dawson Road at Highway 101 for use as potential bicycle trailhead in 2007.**
- Outline the history and prior activity on the project (if any) and its current status. (If known), what is the expected completion date of the project? **Goal would be to complete study in time to apply for development grant funds from Oregon Department of Parks and Recreation in January, 2009.**
- Which aspects of your project are going well? **Public interest is high. State has shown strong interest as a development partner. Urban Renewal Agency has development funds available.**
- Where does your project need the most help? **Approach to date has been piecemeal. Greatest need is for a comprehensive plan.**