

**AGENDA**  
**CITY OF BROOKINGS**  
**PARKS AND RECREATION COMMISSION MEETING**  
**Council Chamber 898 Elk Drive**  
**April 26, 2007 - 7:00 p.m.**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL –**
- IV. APPROVAL OF MINUTES**
  - A. Minutes of February 22, 2007
  - B. Minutes of March 22, 2007
- V. PUBLIC APPEARANCES**
- VI. REGULAR AGENDA**
  - A. Request approval for future soccer field at Azalea Park
  - B. Approval of Park Use Surcharge
- VII. INFORMATION UPDATES/DISCUSSION ITEMS**
  - A. Azalea Park General Plan Discussion
  - B. Prioritize Parks Commissioner's Budget Wish Lists
  - C. Stout Mountain Railway
- VIII. COMMISSIONER REPORTS/COMMENTS**
  - A. Commissioner Vilelle
  - B. Commissioner Farr
- IX. ADJOURNMENT** (Next meeting May 24<sup>th</sup>, 7 pm)

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
February 22, 2007

**CALL TO ORDER**

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

**ROLL CALL**

*Commissioners present:* Tony Parrish, Don Vilelle, Patricia Brown, Michelle Benoit and Chair Frances Hartmann. Introduction and welcome to new commissioner Patricia Brown.

*Commissioners absent:* Haley Farr

*Staff Present:* Dave Lentz, Parks Foreman. *Others Present:* Jan Willms, City Councilor.

**APPROVAL OF MINUTES**

A motion was made to approve the minutes of January 25, 2007 and by a voice vote, they were approved as written.

**REGULAR AGENDA**

*Distribution of the ordinance establishing the Parks and Recreation Commission and conducting a preliminary discussion of the Commission's mission/assignment/meeting schedule/etc.* **Commission continues the process of reviewing Parks and Recreation Commission's purpose.**

*Election of Officers.* **Motion was made to elect Tony Parish as Chair, and Michelle Benoit as Vice-Chair; a second followed, the Commission voted and the motion carried unanimously.**

**INFORMATION UPDATES:**

Commissioner's budget wish lists were presented and discussed. At the March meeting the commissioners will try to prioritize items by importance.

Park Use Surcharge issue was discussed. The idea is that each sporting participant be required to pay a \$5.00 fee when signing up for a seasonal sport to help defray the costs of maintenance at the parks. Dave Lentz provided answers to Commissioner's questions. This matter to be continued for discussion to further meetings.

Azalea Park Master Plan discussion was continued to the next meeting.


**COMMISSIONER REPORTS/COMMENTS**

None

**ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at @8:30 pm.

Respectfully submitted,

  
\_\_\_\_\_  
Tony Parrish, Chair

(approved at \_\_\_\_\_ April 26, 2007 \_\_\_\_\_ meeting)

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
March 22, 2007

**CALL TO ORDER**

Chair Tony Parrish called the meeting to order at 7:05 pm followed by the Pledge of Allegiance.

**ROLL CALL**

*Commissioners present:* Frances Hartmann, Patricia Brown, Michelle Benoit, Elizabeth Grodin and Chair Tony Parrish. Introduction and welcome to new commissioner Elizabeth Grodin.

*Commissioners absent:* Don Vilelle, Haley Farr

*Staff Present:* John Cowan, Director of Public Works. *Others Present:* Jan Willms, City Councilor.

**PUBLIC APPEARANCES**

Pauline Olsen of Friends of Trees gave an overview of their mission statement and activities. Encouraged developers to leave trees when possible and noted that the dying Weeping Brewer Spruces at Azalea Park are from the Siskiyous and not native to this area. Arbor Week celebrations to be the first week in April.

Barbara Glazebrook – Brookings-Harbor Adult Softball League, discussed how they are saving money to redo restrooms and drinking fountains at the ballfields. They would like direction as to how to proceed and were invited to attend the Azalea Park Master Plan Workshops.

**REGULAR AGENDA**

*Acquisition of Easy Manor Park Playground Equipment.* **Mayor Pat Sherman spoke of obtaining new playground equipment at Easy Manor Park and the availability of a possible state grant with a 50/50 match up to 15% of total project costs in the 2007-08 budget year. Michelle Benoit, Pat Brown, Pat Sherman & Jan Willms will work on a plan for Easy Manor Park, possibly to include an ice cream social with parents & kids to pick out playground equipment.**

*Distribution of the ordinance establishing the Parks and Recreation Commission and conducting a preliminary discussion of the Commission's mission/assignment/meeting schedule/etc.* **Frances Hartmann read the Parks and Recreation Commission ordinance. Motion was made to keep the ordinance the same except to amend Section E to read: if three meetings are missed in a fiscal year, seat on commission is forfeited and the motion carried unanimously.**

**INFORMATION UPDATES:**

- A. *Park Use Surcharge* – tabled until Master Plan for Azalea Park addressed.
- B. *Prioritize Parks Commissioner's Budget Wish Lists* – tabled.
- C. *Azalea Park Master Plan* – contacting original author for an update.
- D. *Stout Mountain Railway* – Tony Parrish working on, will obtain further information.
- E. *Lions in the Park after Dark Film Festival* – Tony Parrish working with Lions Club to put up an inflatable screen at the bandshell to show movies during the summer. Will provide more details later.

**COMMISSIONER REPORTS/COMMENTS**

City Councilor Jan Willms advised everyone of the Azalea Park Foundation Park Clean up on April 14<sup>th</sup>.

Dave Lentz, Tony Parrish and Michelle Benoit met at Lower Stout Park to discuss the dry/wet creek bed going diagonally through the lower park between Manley Art Center and Redwood Street.

**ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at @8:00 pm.

Respectfully submitted,



Tony Parrish, Chair

(approved at \_\_\_\_\_ April 26, 2007 \_\_\_\_\_ meeting)

- A. Request approval for future soccer field at Azalea Park. Need agreement so soccer league can apply for grant – Dave Lentz.

The Brookings Harbor Soccer League is writing a grant to a national soccer association to have them build new soccer fields. However to qualify for this grant the fields can only be used for soccer, so they need a letter from the City stating this. I don't have a problem with this as long as soccer agrees that when the new fields are built to stop using the softball fields to practice or play on as a trade off. This will be a win win situation for everybody because the fields will no longer be multi-use fields which means the fields will have less traffic and more time for maintenance. Soccer will still be able to practice at Bud Cross, these fields can handle anything.

Dave Lentz – Park and Rec.

## 2007 Parks and Recreation Budget Wish List

Commissioner Vilelle

- A. More employees to take care of the parks or reduce the number of parks or sell small parcels to raise money

Commissioner Benoit

- B. Kid Town – check for safety
- C. Sidewalks or blacktop -- Old County Rd – Saint Timothy's to Triangle

Commissioner Parrish

- D. Web cam @Chetco Point
- E. Rent stump grinder for Stout Park
- F. Plant hillside @Skate Park, possibly jasmine
- G. Fertilizer for Stout Park --- Azaleas, Rhodies, lawn

H. Rent plugger for grass, then fertilize

I. Bottom area of Stout Park - need a plan, start fresh, well needs to be removed (it leaks)

Commissioner Hartmann

J. Money to paint and improve the pool and area

K. Plant/clean up bottom of Stout Park

Councilor Willms

L. Replace playground equipment at Easy Manor Park