

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
April 27, 2017

**CALL TO ORDER**

Chair Tom Bozack called the meeting to order at 7:07 pm followed by the Pledge of Allegiance.

**ROLL CALL**

*Present:* Commissioners Patt Brown, Trace Kather, and Chair Tom Bozack

*Absent:* Commissioner Don Vilelle, Jay Trost

*Also present:* Parks/Tech Services Supervisor Tony Baron

**APPROVAL OF MINUTES**

**Motion made by Commissioner Kather to approve the minutes of February 23, 2017; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.**

**PUBLIC APPEARANCES –**

Dan Sherman, 224 Cedar Street, Brookings, OR – in regards to the trees to be taken down in Azalea Park suggested that the trees be tagged so the public is aware of which trees are to be taken out.

**REGULAR AGENDA**

**A. Special Event Policy** – Tony Baron presented the draft Special Event Policy for large events. Current policy regulations for large events do not have consideration for extra trash removal, sufficient restroom facilities, overflow parking plans or security/event monitoring, items which always has to be determined by staff when a event permit is submitted. Commission discussed current park hours, extending park hours, safety issues of the area, and the need for after dark lighting. Draft policy requires event organizers to provide security and parking plans, higher insurance policy, and various late and forfeiture of fees. Commissioner Brown felt more rules/guidelines might deter use of the park for events. Commission questioned the late application fees and the time and work required by staff on short notice. Discussed after hour loud sound amplification and the effect on surrounding park neighbors.

Mike Frederick 16843 Yellow Brick Road – Oktoberfest & Chetco Brewer Run event organizer spoke that the \$2,000,000 insurance policy was more than usually requested, questioned the policies frequent mention of \$500 forfeiture fees, the need for extra security and reimbursing the police, thought that parking areas including neighborhood parking be left cleaner than before event, when they did not know how clean they were before the event and the requirement that each vendor have two trash cans was excessive. Did not understand how the neighborhood outreach contact would be done which Tony clarified that flyers left on doors could be sufficient. He agreed with trash dumpster and park clean up requirements. For his type of events he thought music playing until 9 or 10 pm was a reasonable time to end, but thought a decibel level for sound amplification should be determined. Was aware of the after dark challenges with no park lighting.

Commissioner Kather thought the repeated mention of the \$500 forfeiture was excessive and suggested it be a blanket statement. Tony clarified that parking plans are for larger events to ensure parking areas or shuttle buses are planned and available. Reimbursement of police services would be determined by the specific event. Language regarding security/alcohol monitors for events to be revised. Noted that if in future ball field lighting is obtain and installed park hours would need to be changed.

**Motion made by Commissioner Kather to recommend approval of the Special Event Policy with changes; motion seconded by Commissioner Brown and the Commission voted; the motion carried unanimously.** Tony to make policy changes and bring back to the Commission for approval before submitting to City Council.

## **INFORMATION UPDATES/DISCUSSION ITEMS**

**A. Updates on items from last meetings** – Tony advised there is a City Council meeting on May 8<sup>th</sup> regarding the Azalea Park Trees being removed. He has provided a map highlighting the areas for tree removal.

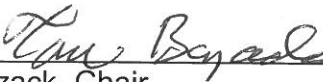
## **COMMISSIONER REPORTS/COMMENTS**

**A.** None

## **ADJOURNMENT**

Next meeting scheduled for June 22, 2017. With no further business before the Commission, the meeting adjourned at 8:20 pm.

Respectfully submitted,



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Tom Bozack, Chair

(Approved at April 27, 2017 meeting)