

**AGENDA**  
**CITY OF BROOKINGS**  
**PARKS AND RECREATION COMMISSION MEETING**  
**Council Chamber - 898 Elk Drive**  
**February 27, 2014 - 7:00 pm**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Introduction of new Commissioner Trace Kather

**IV. APPROVAL OF MINUTES**

Minutes of November 21, 2013

**V. PUBLIC APPEARANCES**

**VI. REGULAR AGENDA**

A. Parks Capital Improvement Projects List – FY 14-15

B. Azalea Park Ball Field Reconfiguration

**VII. INFORMATION UPDATES/DISCUSSION ITEMS**

A. Bench installation at Chetco Point Park

B. Mill Beach Access Ribbon Cutting Ceremony March 19<sup>th</sup> 12:00 noon

**VIII. STAFF UPDATES**

**IX. COMMISSIONER REPORTS/COMMENTS**

**X. ADJOURNMENT**

Next Meeting – April 24, 2014

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
November 21, 2013

**CALL TO ORDER**

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

**ROLL CALL**

*Present:* Commissioners Garth Richey, Don Vilelle and Chair Patricia Brown

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

**APPROVAL OF MINUTES**

**A. Motion made to approve the minutes of September 26, 2013 with names corrected; motion seconded and Commission voted; the motion carried unanimously.**

**PUBLIC APPEARANCES**

Robert Trust, Chetco RV Park - thought a picnic table or park bench out on Chetco Point would be a great asset. He offered to donate the costs for a bench and donation plaque. Tony Baron advised that there are picnic tables in Chetco Point Park and did not want to encourage picnicking out at the Point where it would be difficult for staff to maintain, however, a park bench might be possible, depending on the type and how it would weather. Tony to review matter further.

**REGULAR AGENDA**

None

**INFORMATION UPDATES/DISCUSSION ITEMS**

- A. Adopt a Highway Program - Parks/Tech Services Supervisor Tony Baron advised that PW Director Loree Pryce is interested in developing an Adopt a Highway Program with volunteers from businesses or organizations donating time to pick up trash, especially in the area north on Chetco from Arnold to Dawson. Commissioners expressed support for the program.
- B. Ferry Creek Reservoir Recreation Area - Tony reviewed the Ferry Creek Reservoir and possible development of the area for recreation. The earthen dam is no longer part of the City water system and repairs have not been made to it since 2009. Currently the area has no parking or public access which would require support and easements from the property owners to develop. Possible jogging or walking trails and recreational fishing. City Council will be reviewing at a future workshop.
- C. Development of a Recreation Component to Parks Master Plan - Tony advised he is researching and will bring up for discussion in the future the possibility of developing recreational programs staffed and run by the City, such as softball leagues and summer youth programs using the parks and pool.
- D. Dedication of Dog Park - Tony received a request to dedicate a bench and name the planned dog park in honor of Catherine Powers, the late Curry County Animal Control Director. Commissioners all agreed with the idea, the matter will be placed on next Park and Rec Regular Agenda.

**STAFF UPDATES**

- A. No Smoking at Bus Shelter - Ordinance adopted, signs have been made and are due to be installed.
- B. Community Garden - has been put on hold, details still unfolding.
- C. No Bullying Signs - ready to be installed.
- D. Project Progress - Mill Beach progressing, road paved. Bud Cross Park - backstops are complete and made additional improvements around spectator area. Skatepark recently

tagged. Tony plans to have future discussions to put a fence around the skatepark to keep bikers out. Mill Beach, Bud Cross, Capella and Azalea Park are all having new security cameras installed. Pool building recently painted, VISION Council planning to paint new mural on pool building.

E. Volunteer Appreciation Day - picnic went well, many volunteers attended.

### **COMMISSIONER REPORTS/COMMENTS**

Commissioner Vilelle - thanked Tony for installing a trashcan at the Chetco Bridge. Requested the bench at Bankus Park be moved to another location to possibly reduce the number of cigarette butts. Also requested more bark mulch.

Commissioner Richey - Advised he will not be able to attend the January 2014 meeting. Next meeting rescheduled for February 27, 2014.

Chair Brown - wondered what was the status of the dog park at Stout Park. Tony advised that the City Council approved the idea but requested the area be fenced, so if there is any money left in the budget to pay for fencing it will move forward.

### **ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at 7:58pm.

Respectfully submitted,

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Patricia Brown, Chair  
(approved at February 27, 2013 meeting)

# **CITY OF BROOKINGS**

## **PARKS & RECREATION COMMISSION**

### **AGENDA REPORT**

Meeting Date: February 27, 2014

\_\_\_\_\_  
Signature (submitted by)

Originating Dept: Parks

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PW/DS Director Approval

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Subject: 2014-15 Park C.I.P. Projects List

Motion: To recommend to City Council the 2014-15 Parks Capital Improvement Plan List as determined by the Commission.

Background/Discussion: Park projects are identified for the upcoming fiscal year prior to the beginning of Budget Committee Meetings. Staff presents the list of projects to the Parks and Recreation Commission for approval and recommendation to Council.

The List of projects is a work in progress, beginning with priority projects identified in the Parks Master Plan as well as the addition of projects developed by staff as requested by Council and the Commission.

Attachments:

- a. Top 10 2014-15 Park C.I.P. List

## Park Projects - FY 14-15

<u>Project</u>	<u>Cost Estimate</u>	<u>Potential Funding Source(s)</u>	<u>C.I.P. Request</u>
Azalea Park Ball Field Rehabilitation-Phase One	\$552,000	OPRD Local Government Grant 50/50 / SDC / Gen. Fund/Donations	\$187,000
Kidtown Repairs & Seal Coating	\$7,500	General Fund/Ford Family Foundation Grant	\$6,000
Stout Park Lighting/Power - Phase One	\$8,550	General Fund/SDC	\$8,550
Stout Park Restroom (Prefab)	\$58,478	OPRD Local Government Grant 50/50 / SDC / Gen. Fund	\$29,239
Chetco Point Park Restroom (Prefab)	\$50,478	OPRD Local Government Grant 50/50 / SDC / Gen. Fund	\$25,239
Bud Cross Picnic Area and ADA Paths	\$68,000	OPRD Local Government Grant 50/50 / SDC / Gen. Fund	\$34,000
Tennis Court Resurfacing & Facility Improvements	\$32,000	West Family Foundation \$10,000 / USTA Grant ? / Gen. Fund	\$22,000
Skate Park Fence & Gate	\$10,500	General Fund	\$10,500
City Pool Concrete Deck Sealing	\$6,500	General Fund	\$6,500
City Pool Resurfacing	\$75,000	General Fund	\$75,000
<b>Estimate Totals</b>	<b>\$869,006</b>	<b>General Fund / C.I.P. Totals</b>	<b>\$404,028</b>

SDC funds may be used for projects that increase capacity.

# CITY OF BROOKINGS

## PARKS & RECREATION COMMISSION

### AGENDA REPORT

Meeting Date: February 27, 2014

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Signature (submitted by)

Originating Dept: Parks

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PW/DS Director Approval

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Subject: Azalea Park Master Plan – Athletic Field Reconfiguration

Motion: Reaffirm the Commission's recommendation to City Council to approve the reconfiguration of the ball fields as part of the Azalea Park Master Plan.

Background/Discussion:

In October of 2009, the Parks and Recreation Commission voted unanimously to recommend that the City Council amend the Azalea Park Master Plan to include the reconfiguration of the athletic fields. The proposed reconfiguration would include the reorientation of one of the softball fields in order to create an area for the development of a dedicated soccer/multipurpose field adjacent to Lundeen Lane.

The Master Plan (See Attachment a) calls for the installation of restroom/concession building generally along the left foul line of field #1. The Commission noted at the time that this could be a dangerous location for pedestrians given the direction of hard hit "line drive" foul ball in this area.

The proposed Athletic Field Reconfiguration (see Attachment b) would reorient field #1, and shift its location to abut field #2. This would improve the location of the restroom/concession building by placing it in a neutral location relative to the ball fields. The field area vacated by field #1 would then be redeveloped into a multipurpose field for soccer and other athletic events. The ball fields #1 and #2 will also have the ability to accommodate soccer fields in the outfields.

At its meeting of December 14<sup>th</sup>, 2009, City Council voted unanimously to continue the question of revising the Azalea Park Master Plan to accommodate the proposed reconfiguration in order to get support from the different users of the facility as well as develop a plan for implementation of the project.

Staff has developed a four phased project stretched over the next four to five years that when complete will accommodate a variety of adult and youth recreation including athletic tournaments year round. Phase one of this four phased project includes the construction of a restroom/concession building and play structure as well as connecting ADA ramps and pathways throughout the complex. Phase two will include the reconfiguration of field #1 to allow for the addition of a dedicated multi-use field (soccer, football, lacrosse, ultimate frisbee, etc). Perimeter fencing, dugout, and backstop for both field #1 and #2 round out the remainder of phase two. Phase three of the project will include the preparation and installation of an all weather turf system on all three fields. During phase three, field #1 and #2 will be configured and prepared (striped) to include a multi-use field bringing the total multi-use fields at the park to three. The

final phase of the project will include the paving and striping of both Lundeen and North Bank parking lots as well as lighting for parking lots and playing fields. At the completion of the project, Brookings will have the capacity to support multi-sport athletic tournaments for the Southern Oregon and Northern California Coast region in every season of the year and in doing so generating much needed tourism revenue for the region.

Project support letters from the BH Softball Association, BH Soccer League and BH Little League as well as the City of Brookings Tourism Advisory Committee are included in attachments.

Potential funding sources for the project include, General Fund, Urban Renewal Fund, Parks, Streets, Water & Sewer SDC's, OPRD grants, Community Sports Development (CSD) grant (matching grant already awarded for turf), Local Foundation grants, as well as collaborative donors. The BH Adult Softball League has pledge \$25,000 towards the restroom/concessions building.

Attachments:

- a. Azalea Park Master Plan
- b. Azalea Park Ball Field Reconfiguration Plan
- c. Support Letters
- d. Preliminary Estimate & Phasing

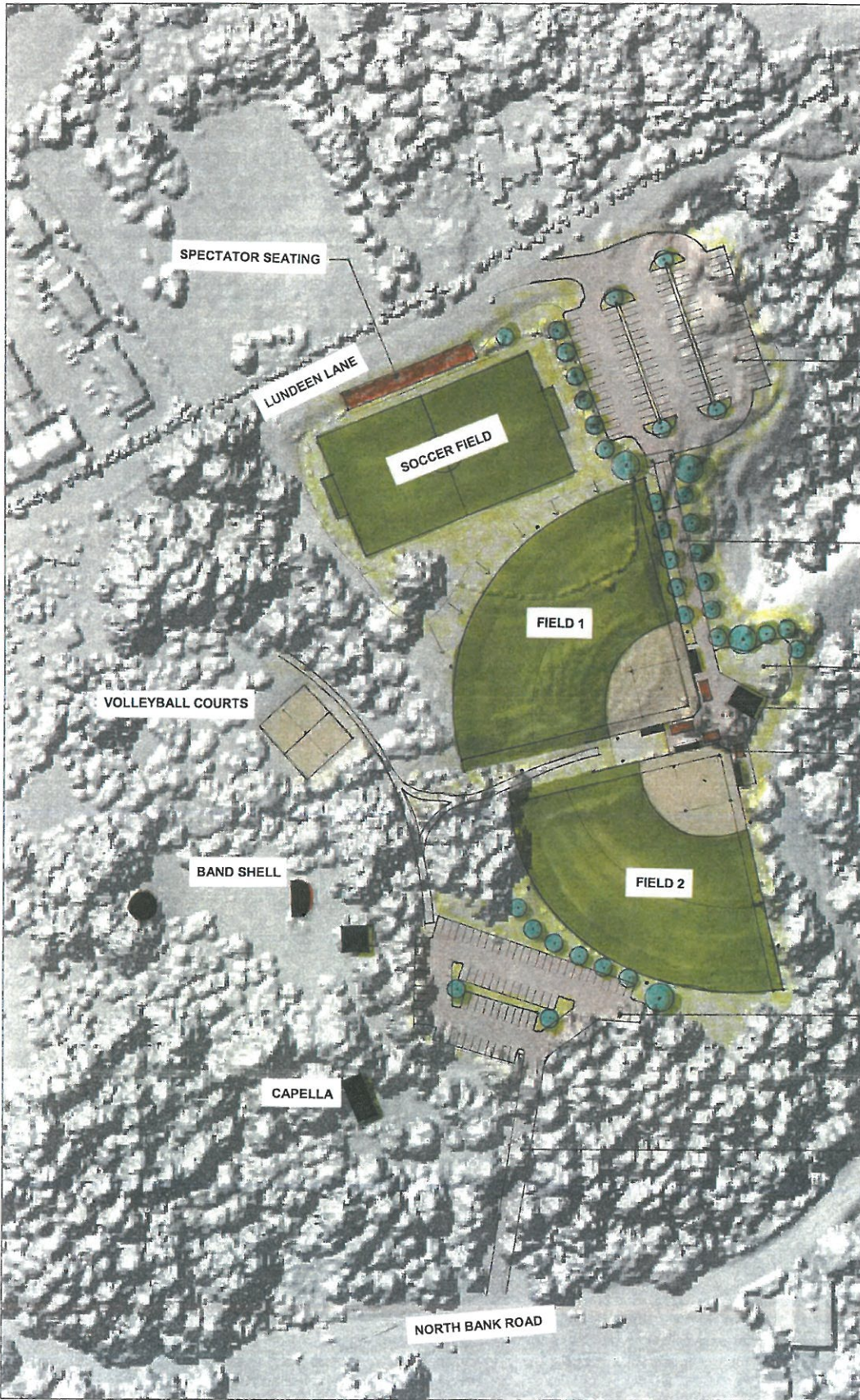




## CITY OF BROOKINGS - 2004



# AZALEA PARK FIELDS



## Legend

- TOWNSHIPS
- CITY LIMITS
- URBAN GROWTH BOUNDARY

PARKING (100)

PAVED PATH

PLAYGROUND / PICNIC AREA

RESTROOM / CONCESSIONS/ STORAGE

SPECTATOR SEATING

PARKING (75)

NORTH BANK ACCESS



Scale: 1:1,200

0 120 240 360 ft.

Map center: 42° 3' 29.9" N, 124° 16' 23.5" W

This map is a public resource of general information. Use this information at your own risk. Curry County makes no warranty of any kind, expressed or implied, including any warranty of merchantability, fitness for any particular purpose or any other matter.

## MASTER PLAN



BROOKINGS HARBOR SOCCER LEAGUE

November 30, 2009

In regards to: Azalea Park Master Plan

City of Brookings  
898 Elk Dr.  
Brookings, OR 97415

Attention: Brookings City Parks and Recreation Commission

Dear City of Brookings,

Tony Barron attended the Brookings Harbor Soccer League board meeting in October and presented the amended master plan for Azalea Park. We fully support the changes made to the plan including moving the all-purpose/soccer field to the Lundeen Lane field location. Thank you for your continued service and hard work on this project.

Sincerely,

A handwritten signature in cursive script that reads "Chaulene Bayless-Worthey".

Chaulene Bayless-Worthey  
Secretary  
Brookings Harbor Soccer League

P.O. BOX 7494  
BROOKINGS, OR 97415



## BROOKINGS HARBOR LITTLE LEAGUE



Jason Testa  
B-H Little League  
P.O. Box 4490  
Brookings, OR 97415

Mark Cowan  
Oregon Parks and Recreation Department  
725 Summer St. NE STE C  
Salem, OR 97301

Re: Oregon Parks and Recreation Department – LWCF & Local Government Grant Programs

Mark,

Please except this letter of support for the reconfiguration of the Azalea Park Ball Fields in Brookings Oregon. I have reviewed the concept plan developed by City of Brookings Parks & Technical Services Supervisor Anthony Baron and fully support the project. We have a solid foundation of volunteer support to assist in the creation of this wonderful atmosphere for the kids to play ball. When complete, this project will greatly reduce scheduling conflicts between the local organizations that use the fields.

We urge you to approve funding for this important project and thank you for the opportunity to express our support for this valuable project.

We appreciate efforts made by the Oregon Parks and Recreation Department to help create and improve local park assets through grant opportunities.

Sincerely,  
Jason Testa  
President, B-H Little League

A handwritten signature in black ink, appearing to read "Jason Testa", is written over the typed name and title.

Barbara Glazebrook  
Brookings Harbor Softball Association  
16070 Hwy 101 South  
Brookings, OR 97415

Mark Cowan  
Oregon Parks and Recreation Department  
725 Summer St. NE STE C  
Salem, OR 97301

Re: Oregon Parks and Recreation Department – LWCF & Local Government Grant Programs

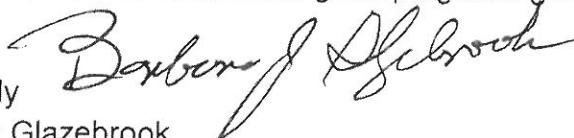
Dear Mr. Cowan,

I am writing this letter to express our support for the reconfigured softball field concept at Azalea Park presented to me by City of Brookings Parks & Technical Services Supervisor Tony Baron. The Brookings Harbor Softball Association will pledged \$25,000 to push forward and install restroom facilities and concessions with the help of the City of Brookings and hope this new concept will get us closer to making that happen. We urge you to approve grant funding for this project and thank you for the opportunity the Oregon Parks and Recreation grant programs give to small rural communities like ours.

Sincerely

Barbara Glazebrook

President, Brookings Harbor Softball Association

A handwritten signature in cursive script, reading "Barbara J. Glazebrook". The signature is written in dark ink and is positioned above the typed name and title.

## Azalea Park Ball Field Reconfiguration Cost Estimate

[illegible]