

AGENDA
CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
February 21, 2013 - 7:00 pm

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES

Minutes of January 24, 2013

V. PUBLIC APPEARANCES

VI. REGULAR AGENDA

- A. Unleashed Dog Areas - BMC Revision
- B. Parks Capital Improvement List Revisions - Parks Projects Top 15

VII. INFORMATION UPDATES/DISCUSSION ITEMS

- A. Safety of large fir tree behind backstop at Azalea Ball Field #2

VIII. STAFF UPDATES

IX. COMMISSIONER REPORTS/COMMENTS

X. ADJOURNMENT

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
January 24, 2013

CALL TO ORDER

Vice Chair Don Vilelle called the meeting to order followed by the Pledge of Allegiance

ROLL CALL

Present: Commissioners Don Laque, Garth Richey and Don Vilelle

Also present: Parks/Tech Services Supervisor Tony Baron

Absent: Chairperson Patricia Brown

APPROVAL OF MINUTES

A. Motion made to approve the minutes of December 13, 2012 as written; motion seconded and Commission voted; the motion carried unanimously.

PUBLIC APPEARANCES

Resident of Chetco River Resort was in the audience and was curious about the Park Model caretaker proposal at Azalea Park. She stated that she volunteers with the Azalea Park Foundation and believes it would be a deterrent for vandals if a caretaker was in the park.

REGULAR AGENDA

- Azalea Park Caretakers Residence - Tony Baron discussed the history and current proposal for a caretaker at Azalea Park to deter vandalism in the park. Presented police log of call outs to Azalea Park demonstrating the need for a presence in the park. He advised the position could be made responsible for some park duties, reducing time/costs for PW crews and the facility could include a storage building that would alleviate the need for transporting park equipment. Commissioners questioned the costs, location, responsibilities, and availability of funds. Commissioner Vilelle commented that he could not justify the cost and did not believe it would reduce the problems as a caretaker cannot be in all places at once and believes it might become a game for the juveniles to dodge the caretaker. Tony advised it might work to first try installing more lighting and cameras to alleviate problem. Commissioner Richey believes that live-in park hosts do somewhat deter extracurricular activity from going on but uncertain if it would deter determined vandals. Also was suggested to develop a volunteer patrol program. Commissioners recommended first step of installing additional cameras and lighting to see if that deterred vandalism. **Commissioner Ritchey made a motion to install extra cameras and increase lighting in Azalea Park; motion seconded and Commission voted; the motion carried unanimously.** Tony Baron to forward recommendation to the City Council.

INFORMATION UPDATES/DISCUSSION ITEMS

- Parks Capital Improvement List - Tony distributed in agenda packet capital improvement list and requested Commissioners prioritize items and return data to him for compilation for the upcoming budget process. Some suggested additional items to be considered included:
 - security camera system at Bud Cross Park and City pool to deter vandalism
 - resurfacing tennis courts and swimming pool
 - replace azaleas at Bankus Fountain
 - park land acquisition at Dawson Tract, Bud Cross, Lundeen Lane to expand parksCommissioners to return lists and Tony to compile the data.
- Parks Maintenance Matrix - Tony presented the park maintenance matrix identifying the amount of time and costs for park maintenance which shows where a lot of time is spent in the parks to establish budgeting, time management in parks and employee responsibility for the

past six months. Indicates parks have been maintained at a basic level fairly well.

- Unleashed Dog Areas - Tony presented idea to provide unfenced unleashed dog areas in approved park areas for dog owners, which could be an inexpensive way to provide dog owners a dog park, as no fencing would be required would provide an alternative area for dog owners to use rather than the ball fields. Suggested park areas included an area of Stout Park, Bud Cross Park and Azalea Park. Back areas of Stout and Azalea Park are already being used by dog owners. Commissioner Leque and Richey questioned city's liability if dogs bite in a park labeled area and the responsibility of dog owners. The Municipal Code language would have to be changed to accommodate designated unleashed areas and signage would be required. Commission interested in the idea, Tony to bring proposed municipal code language changes to next meeting and proposed rules and regulations.
- Festival of the Arts at Stout Park - Tony presented Park Use Permit request from Pelican Bay Artists Association to host the Festival of the Arts at Stout Park in August. Applicants have covered requirements by the city and have addressed parking with neighbors in the area, they will be required to pay fees and submit festival details and maps. No objections from the Commission.

STAFF UPDATES

- Progress on Parks Projects
 - *Bud Cross Park* - 95% done, fencing, sidewalks, final details finishing up.
 - *Mill Beach* - design and bidding process scheduled for May, slated for construction this summer.
- *Trail Grant* - have applied for a recreational trail grant for the Harris Beach trail to tie into the ODOT Dawson trail currently in planning.
- Scheduling of February meeting - Tony advised he would like to schedule a February meeting with the commission to finalize and vote on the Capital Improvement List and budgeting. Meeting scheduled for Thursday, February 21, 2013 at 7pm.

COMMISSIONER REPORTS/COMMENTS

Commissioner Richey - advised that his term expires February 1 and would like to reapply. Will submit paperwork.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:21pm. Next meeting is scheduled for February 21, 2013.

Respectfully submitted,

Patricia Brown, Chair
(approved at February 21, 2013 meeting)

CITY OF BROOKINGS

PARKS & RECREATION COMMISSION

AGENDA REPORT

Meeting Date: February 21, 2013

Originating Dept: Parks


Parks & Technical Services Supervisor


Public Works Director

Subject:

Brookings Municipal Code Revision to allow for unleashed dogs in designated areas.

Recommendation:

To consider revising Chapter 12, section 12.25.012(A)(8) to read “Unleashed Dogs, except in designated areas”

Background/Discussion:

There has been past discussion regarding the development of “dog unleashed areas” in Azalea Park, Stout Park and Bud Cross Park. These unleashed areas would be in portions of the parks that already see heavy traffic from dogs. There is currently no provision for unleashed dogs in the City of Brookings. The Parks & Recreation Commission agreed that providing an area for unleashed dogs within the City of Brookings was an added value to the community. The above revision to language in the Municipal Code will allow City to create designated areas for unleashed dogs.

Policy Considerations:

Brookings Municipal Code Revision – Chapter 12.25.012(A)(8)

Attachment(s):

- a. Suggested code language revision

12.25.012 Rules and regulations specific to city-owned parks.

A. The following activities and uses are prohibited in all city parks, except by city park employees, volunteers or contractors in the performance of authorized maintenance or construction:

1. Camping.
2. Parking or use of motorized vehicles, other than wheelchairs, on walkways, landscaped areas, natural vegetation areas, playgrounds and sports fields, except for authorized maintenance or the purpose of set-up or tear-down of an event.
3. Possession or use of fireworks or explosives; unlawful possession or use of firearms.
4. Throwing of rice or seeds, including bird seed.
5. Damage to or removal of any vegetation.
6. Modification or painting of any structure, equipment or furniture.
7. Bicycles, skateboards, skates or roller blades, except in designated areas.
8. Unleashed dogs, *except in designated areas*.
9. Failure to remove animal excrement by the animal owner.
10. Attaching signs to any city sign post, trees or other vegetation.
11. Any use of the park for an organized event without having first obtained an approved park use permit. An organized event includes weddings, memorials, athletic activities, concerts, holiday displays, picnics where the host wishes to reserve a specific area, use of the snack shack, bandshell or Capella, and the conduct of business activities.
12. Amplified sound and/or music at a level that is not contained within the immediate area of the activity, subject to BMC [8.15.080](#).
13. Placement of any sign without first having obtained approval by the city manager or his designee.
14. Failure to remove signs within two hours of the conclusion of an event.
15. Fires, except fires in camp stoves, portable barbeques or fireplaces provided for such purposes.
16. The use of camp stoves or portable barbeques except in designated picnic areas.

CITY OF BROOKINGS

PARKS & RECREATION COMMISSION

AGENDA REPORT

Meeting Date: February 21, 2013

Originating Dept: Parks



Parks & Technical Services Supervisor



Public Works Director

Subject: Parks Top 15 Projects List for 2013-14

Recommended Motion: Motion to forward to City Council the Parks Top 15 Projects as prioritized by the Commission.

Background/Discussion: The 2011 Parks Master Plan ranked park capital improvement projects by priority some of which have been completed or are underway. The attached table outlines a revised top 15 projects for the 2013-14 fiscal year. The table summarizes the different funding sources available and the projects eligible for SDC funding. Request the Commission review the list and prioritize the projects in the order they believe of importance and should be completed (1-5) for submittal to the City Council for final determination.

Attachment(s): Parks Projects List

Park Projects - Top 15

<u>Project</u>	<u>Cost Estimate</u>	<u>Potential Funding Source(s)</u>	<u>C.I.P. Request</u>
Bud Cross Ball Field Backstops	\$ 28,000	West Family Foundation Grant (\$10,000 secured) / Gen. Fund	\$ 18,000
Security Camera Upgrades (Azalea & Bud Cross Parks)	7,500	General Fund	7,500
Chetco Point Park Restroom, ADA Paths & Picnic Area	68,000	OPRD Local Government Grant 80/20 match / SDC / Gen. Fund	18,000
Bud Cross Picnic Area and ADA Paths	65,000	SDC / Gen. Fund	65,000
Dog Unleashed Area's (Azalea, Bud Cross & Stout Parks)	2,500	General Fund	2,500
City Pool Lighting Upgrades (interior & exterior)	7,500	General Fund	7,500
City Pool Concrete Deck Sealing	6,500	General Fund	6,500
City Pool Painting (interior & exterior)	12,000	General Fund	12,000
City Pool Resurfacing	75,000	General Fund	75,000
Tennis Court Resurfacing & Facility Improvements	32,000	West Family Foundation \$10,000 / USTA Grant ? / Gen. Fund	19,000
Azalea Park Ball Field Reconfiguration & Improvements	3,131,400	Grants / Sponsors / General Fund	78,200
Azalea Park Caretakers Residence	82,000	General Fund	82,000
Easy Manor Park Overflow Parking Area	22,000	SDC / Gen. Fund	22,000
Mill Beach Access Improvements & Picnic Area(s)	15,000	SDC / Gen. Fund	15,000
Azalea Park Band Shell Lighting	10,000	General Fund	10,000
Estimate Totals	\$ 3,564,400	General Fund / C.I.P. Totals	\$ 438,200

SDC funds may be used for projects that increase capacity.