

AGENDA
CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
February 24, 2011 - 7:00 pm

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

- A. Introduction of new Commissioner Mitchell Bolt

IV. APPROVAL OF MINUTES

- Minutes of January 27, 2011

V. PUBLIC APPEARANCES

VI. REGULAR AGENDA

- A. Length of Commissioners Term Discussion
- B. Skate Park Competition Use and Fees

VII. INFORMATION UPDATES/DISCUSSION ITEMS

- A. Lower Stout Park – Commissioner Parrish

VIII. STAFF REPORTS

- A. DRAFT 2011 Parks Master Plan – Capital Improvement Program
- B. Make a Difference Day, July 23, 2011 - Project Coordination

IX. COMMISSIONER REPORTS/COMMENTS

X. ADJOURNMENT

- A. Next meeting March 24, 2011

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
January 27, 2011

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Tony Baron, Tony Parrish, Don Vilelle, Chair Patricia Brown.

Also present: City Manager Gary Milliman, Parks Facilities Planner Cody Erhart.

APPROVAL OF MINUTES

- A. **Motion made by Commissioner Baron to approve the minutes of December 16, 2010 as written; motion seconded and Commission voted; the motion carried unanimously.**

PUBLIC APPEARANCES

None

REGULAR AGENDA

- A. Election of Officers – Chair Browns term of office ends February 1st and she will not be reapplying for a seat on the Commission, so this will be her last meeting. She is looking forward to more free time and hopes citizens will volunteer to fill the now four vacant seats on the commission. **A motion was made by Chair Brown to appoint Commissioner Parrish as Chair and Commissioner Baron as Vice Chair. The motion was seconded and the Commission voted; the motion carried unanimously.**
- B. Recommendations for Appointment to the Parks & Recreation District Formation Steering Committee – Gary Milliman read a draft of the Council Agenda Report he will be submitting to the City Council on February 14th and requested Commissioners comments. Chair Brown advised she did not feel it was the appropriate economic time to formulate a Parks & Recreation District. Commissioner Vilelle expressed concern in creating a district and changing the scale and feel of the parks. Commissioner Parrish feels the parks cannot continue to operate as they currently are and a district is necessary to ensure the future of the parks. Commissioner Baron feels a district is necessary but does not know if the community will support one if the Commission is split on recommending a district. Commissioners expressed concern over the current number of vacant seats on commission and citizens' unwillingness to volunteer. Chair Brown wondered if terms were shortened to two years if more people would step forward. That topic of discussion to be placed on next meeting agenda. Commissioners advised they had no changes to the proposed Council Agenda Report as presented by the City Manager and to be submitted to City Council.

INFORMATION UPDATES/DISCUSSION ITEMS

- A. *Parks & Recreation Annual Report* – Chair Brown read and submitted the 2010 annual report. She thanked everyone on the Commission for all their work.
- B. *Lower Stout Park* – Commissioner Parrish advised they are still waiting on their brochure to be finished and they still need dirt delivered, but they have planted the first batch of plants, a plum tree and bulbs, although the deer have taken a toll on the plants. Going to actually make the bricks at the March Art Walk. Mike Woodstra adjusting the design of the cistern for the fountain.

COMMISSIONER REPORTS/COMMENTS

Commissioner Baron – Advised the Little League board of the Make a Difference Day event and has encouraged them to participate.

Chair Brown – Advised that someone unknown is picking up piles of debris at the Botanical Garden and she is very appreciative.

STAFF REPORTS

- A. SDC Review – Parks Facilities Planner Cody Erhart reviewed SDC's and how they are a funding source for the parks. Currently \$142,000 available in SDC funds for parks. Some parks located in the Urban Growth boundary may also be eligible for Urban Renewal Funds. Indicated money sources are limited but when spent wisely on short term and long-term projects all are beneficial. He is preparing a draft Capital Improvement Program Plan for review, requested Commissioners submit any proposals to him a week before the next scheduled Commission meeting.
- B. DRAFT 2011 Parks Master Plan Distribution – Chapters 4 and 5, Cody reviewed changes and updates to the plan. Commissioner Baron expressed safety concerns that he would like to have included in the Master Plan are Bud Cross ADA accessibility, Third Street sidewalk for pedestrian safety, additional parking at Easy Manor Park, Stout Park half-way lighting, and because of their condition would like Azalea Park softball fields listed as undeveloped. Commissioner Vilelle requested an update on Chetco Point Park and the sliding hillside status. Gary advised a study is ongoing and will be completed in July, 2011. Gave overview of Chapter 5. Commissioners questioned if an updated park use survey is planned to identify the number of people using the parks, all agreed a survey would be beneficial, no further direction given.
- C. Make a Difference Day Project Formation – Cody advised event is scheduled for July 23, 2011, Commissioner Baron advised that date will conflict with the softball league being able to assist but he doesn't believe it will stop projects from being worked on, possibly make it Make a Difference Week for organizations to get projects done. Requested Commissioners and departments start creating a list of projects and ideas for recruitment of local organizations to participate. Cody has been in contact with some organizations for ideas also.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:35 pm. Next meeting scheduled for February 24, 2011.

Respectfully submitted,

Tony Parrish, Chair
(approved at February 24, 2011 meeting)

CITY OF BROOKINGS

PARKS & RECREATION COMMISSION

AGENDA REPORT

Meeting Date: February 24, 2011



Signature (submitted by)

City Manager Approval

Subject: Skate Park Competition and Fees

Background/Discussion: A local group is interested in holding a Skateboard competition at the Skate Park in April. They are wondering if there are any fees or other requirements for an organized competition. They are unsure of how many participants will be involved.

We have advised them a Park Use Application Permit is required as well as Certificate of Liability Insurance including the City as a Certificate Holder. However, at the current time the Skate Park is not included on the Park Use Application Permit and no fee exists for this type of event.

Should a fee be established to hold an organized competition event at the Skate Park?