

AGENDA
CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
June 23, 2011 - 7:00 pm

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES

Minutes of May 26, 2011

V. PUBLIC APPEARANCES

VI. REGULAR AGENDA

A. Adoption of Parks Master Plan – Parks Facilities Planner Cody Erhart

VII. INFORMATION UPDATES/DISCUSSION ITEMS

A. Lower Stout Park – Commissioner Parrish

VIII. STAFF REPORTS

A. Make a Difference Day

IX. COMMISSIONER REPORTS/COMMENTS

X. ADJOURNMENT

A. Next meeting July 28, 2011

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
May 26, 2011

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Tony Baron, Mitchell Bolt, Don Vilelle, Chair Tony Parrish.

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 April 28, 2011 as written; motion seconded and Commission voted; the motion carried unanimously.**

PUBLIC APPEARANCES

None

REGULAR AGENDA

- A. Bud Cross Improvement Plan – Commissioner Tony Baron reviewed the park improvement plan. Currently the park lacks accessibility, sidewalks, and wheelchair access to the ball fields, restrooms and snack shack. Goal is to apply next year for an Oregon Park Grant and in order to do so need to develop/approve a plan and adopt a City Council resolution to apply for the grant. The improvement plan would include ramps and pathways to connect parking lot, restrooms, snack shack and fields; establishing a group picnic area to serve the 100-200 people who use the park nightly May through June; enhanced park landscaping; as erosion is a problem in the swimming pool parking lot, tennis courts, skate park hillside, and the slope along 3rd Street and some of this can be solved with grading, drainage plans and plantings, and directing the water to storm drains. Last improvement goal is to make the skate park more secure and install a 6' fence and an entrance turn style gate to prevent bicycles in the skate bowl and provide the ability to lock the skate park gate if necessary. This fencing would also funnel park users to a specific entrance point and not having them using the downhill slopes causing further erosion.

Commissioner Baron advised of other park projects including one of the projects for Make a Difference Day which is to install a stackable retaining/seating wall along the basketball court edge, which would make it easier to eventually put in a sidewalk. Also currently working on trying to get funding for sidewalk project and right of way ramps, by pursuing a fund exchange grant that will allow us to use sidewalk funds this project. Commissioner Baron advised that many of the other park improvement projects already have groups volunteering labor but grant funding will be needed for materials including 6' fence, asphalt paving, concrete, picnic curbs, and landscaping. Also, this summer the ball fields are to be dug up and reconditioned with irrigation and the 4' fences are to be replaced with 6' fences to keep people off the fields and for ballplayer safety. Chair Parrish suggested contacting Rotary for further help with some of the projects as they sponsor projects yearly. Thus far the City has only been requested to provide a water meter and relocate the propane tanks, all other improvements to be covered by grant funds. Chair Parrish requested a priority list of the projects. **Motion made by Commissioner Vilelle to recommend the Bud Cross Improvement Master Plan be approved by the Commission and forwarded to the City Council to adopt a resolution in support; motion seconded and Commission voted; the motion carried unanimously.**

INFORMATION UPDATES/DISCUSSION ITEMS

- A. *Lower Stout Park* – Chair Parrish advised that plants are ready to be planted and the last pile of dirt is to be spread after Azalea Festival. First brick order ready to submit. Gary Milliman provided cost estimates for light fixtures, benches, and trash receptacles. Chair Parrish questioned if there were any old trash receptacles that could be refurbished and used.

STAFF REPORTS

- A. Update/review of Park & Rec Goals – Parks Facilities Planner Cody Erhart provided a review of the Parks Master Plan – Chapter 6. Prior to next months' meeting would like to schedule a workshop to review all the Park Master Plan changes in detail to get any final comments and questions so the Plan can be on the next agenda for final approval. Workshop scheduled for Wednesday, June 15th at noon.
- B. Final Review of Capital Improvement Plan – Cody reviewed updated priority list thus far and explained how it was compiled and how SDC's funds are used to complete projects. Commissioner Parrish advised an electrical transformer was needed at Stout Park and should be a priority as this park has been in planning for several years and it is required for irrigation and for the fountain that is planned for which they are now trying to sell the bricks to finance it. Commissioner Baron stated he thought funds should be used for the community parks that service the most people rather than a neighborhood park. Commissioner Parrish advised that Stout Park is being used by many more people now that it is cleaned up and is included in the monthly Art Walk, and believes with electricity would be used even more. Commissioner Vilelle stated he believes each Commissioner has a park that he is in favor of and that should not play into their priority decisions. Commissioner Bolt believed priority should be given to the parks that are used the most, and believed Bud Cross to be in need of considerable improvements in comparison to the other parks and the amount of people who use them. Commissioner Vilelle suggested Commissioners study the priority list and prioritize each groups' items. City Manager Gary Milliman advised that last year the City Council did budget for replacement of the Chetco Point bridge and that project is in design; and that they have directed to conclude negotiations with South Coast Lumber for acquisition of the Mill Beach access, so those two projects on the priority list are already in the process. Another item, the Ferry Creek Reservoir activities are likely to be funded out of water funds and not impact the parks budget. Priority list to be adjusted accordingly once reviewed.
- C. Make a Difference Day – Parks Facilities Planner Cody Erhart gave an update of the many activities planned and group projects. Commission suggested contacting the Pilot for publicity and photographing the event.

COMMISSIONER REPORTS/COMMENTS

None

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:55pm. Next meeting scheduled for June 23, 2011.

Respectfully submitted,



Tony Baron, Vice-Chair
(approved at June 23, 2011 meeting)