

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
September 23, 2010

**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, Chair Patricia Brown.

*Absent:* Commissioner Don Vilelle.

*Also present:* City Manager Gary Milliman, Intern Stuart Rodgers, RARE Intern Cody Erhart

**APPROVAL OF MINUTES**

- A. **Motion made by Commissioner Parrish to approve the minutes of July 22, 2010 and August 26, 2010 as written; motion seconded and Commission voted; the motion carried unanimously.**

**PUBLIC APPEARANCES**

None

**REGULAR AGENDA**

- A. *Rescheduling of November and December 2010 meetings* – due to holidays the November meeting will be rescheduled to November 18<sup>th</sup> and the December meeting will be rescheduled to December 16<sup>th</sup> tentatively.
- B. *Parks and Recreation District Formation* – Management Intern Stuart Rodgers provided information on consultants and cost estimates. Recommended scheduling Don Robertson from Ashland to discuss the process of forming a successful district formation. Consultants would help determine if there is support for a district and could conduct online, mail and household surveys, focus groups and public workshops. Also suggested contact with the Community Planning Workshop out of the University of Oregon, associated with the RARE program to provide some satellite services like initial scoping and random sampling. Commissioners to provide their lists of local citizens they believe may be interested in participating in a district formation committee. Stuart will compile the list and make initial contact with them to determine if they would be interested in participating.

**INFORMATION UPDATES/DISCUSSION ITEMS**

- A. Lower Stout Park – Commissioner Parrish advised they are planning October 23<sup>rd</sup> as a workday to begin work on park improvements.
- B. Bud Cross Park Improvements – Commissioner Baron discussed concept plan for improving athletic fields with new grass and irrigation system. Softball/Little League supporters have donated irrigation materials, equipment and labor to do both fields, asking city to provide water meter off Hassett Street with enough water pressure to operate an irrigation system. Project will also try to address drainage issues and handicap access. Commission Baron to submit further plans. Project scheduled to begin August 2011.

**COMMISSIONER REPORTS/COMMENTS**

Commissioner Parrish – Advised that C & K Market is donating a Community Room in Harbor and Stout Mt. Railway will be the first to use it and will set up the railway there for the holiday season.

Chair Brown – thanked the City for putting in the new sidewalks on Fifth Street.

## **STAFF REPORTS**

City Manager Gary Milliman introduced RARE employee, Cody Erhart. Cody gave a brief history of his education and experience and advised that his tasks for the year include updating the 2002 Azalea Park Master Plan and the capital project list, researching Mill Beach and Tanbark Court access points, acting as a resource for City park projects, including Lower Stout Park subcommittee and help with planning on the Azalea Park athletic fields plan.

## **ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at 7:43 pm. Next meeting scheduled for October 28, 2010.

Respectfully submitted,



Patricia Brown, Chair

(approved at October 28, 2010 meeting)