

**AGENDA**  
**CITY OF BROOKINGS**  
**PARKS AND RECREATION COMMISSION MEETING**  
**Council Chamber - 898 Elk Drive**  
**September 23, 2010 - 7:00 pm**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF MINUTES**
  - A. Minutes of July 22, 2010
  - B. Minutes of August 26, 2010
- V. PUBLIC APPEARANCES**
- VI. REGULAR AGENDA**
  - A. Rescheduling of November and December 2010 meetings
  - B. Parks & Recreation District Formation – Stuart Rodgers
- VII. INFORMATION UPDATES/DISCUSSION ITEMS**
  - A. Lower Stout Park – Commissioner Parrish
  - B. Bud Cross Park Improvements – Commissioner Baron
- VIII. COMMISSIONER REPORTS/COMMENTS**
- IX. STAFF REPORTS**
  - A. Introduction of RARE employee, Cody Erhart
- X. ADJOURNMENT**
  - A. Next meeting October 28, 2010

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
July 22, 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, Don Vielle, Chair Patricia Brown.

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

**APPROVAL OF MINUTES**

- A. **Motion made by Commissioner Baron to approve the minutes of June 24, 2010 as written; motion seconded and Commission voted; the motion carried unanimously.**

**PUBLIC APPEARANCES**

None

**REGULAR AGENDA**

- A. *Prohibit Dogs on Sports Fields* – Commissioner Baron advised of a continuing problem of people using the sports fields as a dog run area and not cleaning up after their dogs, making it a problem when children come to play on the sports fields. Believes the doggie bag stations at the parks encourages the problem. No park rule/regulation currently exists prohibiting dogs on the sports fields, only a rule/regulation stating “pets must be leashed at all times and their droppings removed”. Commission discussed need for dog park area. To solve current problem suggested signs be installed stating “Dogs Prohibited on Sports Fields.” **Motion made by Commissioner Parrish to install signage prohibiting dogs on sports fields citing park regulation, motions seconded and Commission voted; the motion carried unanimously.**
- B. *Relocate boulders from Alder Street to Lower Stout Park* – Commissioner Parrish explained idea to relocate some boulders from Alder Street Park to Lower Stout Park to make better use of the boulders. Remaining boulders at Alder Street Park would be reconfigured and planted below the drip line with some plantings to look more natural, making both parks more attractive. **Motion made by Commissioner Parrish to authorize relocation of boulders from Alder Street to Lower Stout Park as requested by the Lower Stout Park Committee, motion seconded.** Discussion pursued as to how many boulders, who will determine which ones, placement of them and as to why the boulders were placed there in the first place which was to keep vehicles from parking on the tree roots. Commissioner Vilelle questioned the changing Lower Stout Park design plans. Commissioner Parrish and Lower Stout Park sub-committee member Vi Lovejoy explained the changing plans for Lower Stout Park and the time schedule delays. Commissioners believe the whole process is taking too long. Chair Brown questioned the park plans and design and just where the boulders to be moved were going to be used. No design, engineering or grading plans have been submitted to the Commission for review. Commissioner Parrish advised he had previously presented the new design plan to the Commission, that the sub-committee meets twice monthly and invited the commissioners to attend or he will email commissioners the meeting minutes. **Commission voted; the motion failed 3 to 1 with Commissioners Brown and Vilelle opposing.** Commissioner Parrish advised they will obtain boulders from elsewhere.

## **COMMISSIONER REPORTS/COMMENTS**

Commissioner Vilelle – advised he had contact with some athletic directors from Missouri concerning exercise paths that the commission had discussed possibly installing here. They advised him they no longer have the exercise paths and that no further information as to what was on the exercise paths was available.

## **STAFF REPORTS**

City Manager Gary Milliman advised rehabilitation of the Skate Park is on the next City Council agenda to replace tile caps damaged by vandalism, repair cracks and resurface the bowl, all of which have created hazardous conditions. City will be paying the estimated cost for repairs of \$7500. Commissioners suggested skateboarders be required to raise the money to pay for repairs as they are the ones causing the damages and to close the park until the money is raised. Commissioner Baron suggested installing a chain link fence around the perimeter with a gate entrance to deter bike riders and further damage.

Introduced Management Intern Stuart Rodgers who will be continuing to pursue the concept of forming a Park and Recreation District. He will be providing a report and more information at the Commission's August meeting.

RARE (Resource Assistance for Rural Environments) employee, Cody Erhart is scheduled to start September 7, 2010, he will be working on the parks master plan and design.

## **ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at 7:50 pm. Next meeting scheduled for August 26, 2010.

Respectfully submitted,

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Patricia Brown, Chair  
(approved at September 23, 2010 meeting)

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
August 26, 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, Don Vielle, Chair Patricia Brown.

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

**APPROVAL OF MINUTES**

A. Postponed approval of July 22, 2010 minutes to September meeting.

**PUBLIC APPEARANCES**

None

**REGULAR AGENDA**

- A. *Adding Park Rules and Regulations to Brookings Municipal Code* – Gary Milliman advised that the City Council referred back to the Commission three items from the Park Rules and Regulations for further discussion/clarification. He presented proposed language revisions for items #3 (to include wording *Unlawful possession or use of* firearms, fireworks, or explosives) and #11 (to delete public performance, public gathering and to include definition of an organized event); **Motion made by Commissioner Baron to approve the language changes as presented, motion seconded and Commission voted; the motion carried unanimously.** Council also requested item #8 – “Unleashed dogs” be discussed for possible further regulations. Private citizen, Carolyn Milliman addressed the Commission concerning regulating unleashed dogs in the parks. She advised she has seen many people unleash their dogs to run in the ball fields and recommended all dog owners be required to have dogs on leashes and to clean up after their dogs in City parks; and issue fines to dog owners who don’t. The Commission is aware that people do use the ball fields as an exercise yard for dogs and believes the need for a dog park exists. At July, 2010 Commission recommended posting signs at ball fields stating dogs must be on a leash at all times per City ordinance or a fee will be imposed and continues to recommend posting of signs and to leave item #8 as is. Proposed Rules and Regulations referred back to City Council.
- B. *Parks & Recreation District Formation* – Stuart Rodgers presented and reviewed information on formation of a Parks & Recreation District and community possibilities and programs created by a district. Advised process could take over a year and would require a bond issue to fund. Gary Milliman believes the community needs a vision of what a district would provide. Commission questioned if taxpayers are willing to support another bond issue. Stuart suggested to begin the process to form a community committee to determine if there is community support. Need to provide residents a detailed specific plan indicating what formation of a Park & Rec District would provide citizens/taxpayers such as a pool or community/recreation center. Need to find out if citizens are interested in pursuing or make attractive to residents. Suggested consulting firms be contacted to start the process and matter be brought back for continued discussion. Commissioner Baron suggested a sub-committee be formed and at the next meeting each Commissioner submit ten individuals/stakeholders who they would put on a list to recommend be appointed to a subcommittee by the City Council.

### **INFORMATION UPDATES/DISCUSSION ITEMS**

- A. Lower Stout Park – Commissioner Parrish advised they are having a community planting day October 23<sup>rd</sup>. They are continuing to raise money and working on grants for plants.
- B. Azalea Park Fields – Commission Baron advised they are waiting for the RARE employee to start September 7<sup>th</sup> before they have any further meetings, as working on the Parks Master Plan this will be part of his job.

### **COMMISSIONER REPORTS/COMMENTS**

Chair Brown – reported that she has seen one family BBQ and two birthday parties at Easy Manor Park in the last 30 days and is pleased that the park is being used. Questioned residency requirements for being on commissions and subcommittees.

### **ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at 8:33 pm. Next meeting scheduled for September 23, 2010.

Respectfully submitted,

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Patricia Brown, Chair  
(approved at September 23, 2010 meeting)

## Gary Milliman

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**Subject:** FW: The Duck  
**Attachments:** image001; ATT73624.htm; FREE Animations for your email - by IncrediMail! Click Here!;  
ATT73625.htm

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**From:** Anthony Baron [mailto:whislr@charter.net]  
**Sent:** Tuesday, September 07, 2010 3:35 PM  
**To:** Gary Milliman  
**Subject:**

Myself and a group of volunteers would like to do a community project up at Bud Cross park. This project consists of stripping the grass from both fields 1 & 2, installing an irrigation system and the reseeding. All before the october rains hit. I believe there is sufficient pressure at field 1 to support an irrigation system, but field 2 doesn't.

What I am requesting is for the C.O.B to intall a meter & backflow device at Hasset street entrance to field 2, and a 2" line to valve location by snack shack. It may not be necessary to have this complete before the reseeding of the fields as we may be able to have germination with hand watering.

There is a relatively new irrigation system we would like to install as well. It is a soaker system which based on literature much more efficient than traditional sprayers. Would the city possibly alot funds to purchase the irrigation pipe for the project? We are estimating around \$3500 for both fields. Little League is out of funds for the current year, there may be potential donations in the future but not in the short window we have to complete this project. Is there any funds in parks budget for a project like this?

Tony Baron  
Baron Designs