

**AGENDA**  
**CITY OF BROOKINGS**  
**PARKS AND RECREATION COMMISSION MEETING**  
**Council Chamber - 898 Elk Drive**  
**October 28, 2010 - 7:00 pm**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. APPROVAL OF MINUTES**  
Minutes of September 23, 2010

**V. PUBLIC APPEARANCES**

**VI. REGULAR AGENDA**  
A. Confirming rescheduling of November and December 2010 meetings  
B. Review Swimming Pool Season Pass – Admin. Services Director Janell Howard  
C. Parks & Recreation District Formation – City Manager Gary Milliman

**VII. INFORMATION UPDATES/DISCUSSION ITEMS**  
A. Lower Stout Park – Commissioner Parrish

**VIII. COMMISSIONER REPORTS/COMMENTS**

**IX. STAFF REPORTS**

**X. ADJOURNMENT**  
A. Next meeting November 18, 2010

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 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,

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Patricia Brown, Chair  
(approved at October 28, 2010 meeting)

## P&R District Formation Steering Committee Possibilities

There were two common names among the lists: Dan Brattain and Daryn Farmer

Suggestion: Consider the names each commissioner listed and decide whether there are names on the others lists that you would like to contact

Don Villele

**Dan Brattain**

**Daryn Farmer**

Clay Vaughn

Cindy Beaman

Gary Burton

Pete Chasar

Roger Cox

Ed Murdock

Pete Payne

Pastor David Hunter

Patricia Brown

**Dan Brattain**

**Daryn Farmer**

Cherie Mitchell

Peggy Goergen

Paul Otto

Frances Hartmann Pelaccio

Tim Stadelman

Pat McVay

Jeff Gallemore (Park Ranger)

Angela Stewart (Park Ranger)

Tony Parrish

**Dan Brattain** (Cal-Or Life Flight)

Alicia Lunde (teacher, first KASPER Director)

Betty Wintersteen (Art Festival)

Jo Mochulski (Art Festival)

Caro and Bruce Nishioka (swim committee)

Dave Kitchen (former councilman)

Diane Cavaness (teacher)

Horst and Leslie Wolf (Art Walk)

Rocky McVay (former county commissioner)

Blue Pacific (Janet)

John Brazil (Harbor Fire Chief)

Judy May Lopez (CFCU)

Mike Woudstra (concrete)

Shelly Palmer (4H and KASPER)

Pat Piper (Book Dock, Library Board)

Patty McLennan (contractor)

Sharon Hitzman (Red Shirts)

Stacy Nadelman

Ted Fitzgerald (Port Manager)

Debbie and Jack (contractor) Weibel

Carolyn Milliman

Herb Hedgepath

Tony Baron

**Dan Brattain**

Barbara Glazebrook

Richard Yock

Rob Itzen

Larry Aslinger—steering committee for school  
bond measure