

AGENDA
CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
December 16, 2010 - 7:00 pm

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES

Minutes of November 18, 2010

V. PUBLIC APPEARANCES

VI. REGULAR AGENDA

A. Recommendations for Appointment to the Parks and Recreation District Formation Steering Committee – Gary Milliman

VII. INFORMATION UPDATES/DISCUSSION ITEMS

A. Lower Stout Park – Commissioner Parrish

VIII. COMMISSIONER REPORTS/COMMENTS

IX. STAFF REPORTS

A. DRAFT 2011 Parks Master Plan Distribution – Chapters 1-5

B. Chapter 3 Park Classifications [pg. 24]

- Adoption of proposed City park classification
- Redwood/Chetco Avenue Parking Lot
- Chetco River overlook

C. Make a Difference Day, July 23, 2011 - Project Coordination

X. ADJOURNMENT

A. Next meeting January 27, 2011

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
November 18, 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 Vilelle, Chair Patricia Brown.

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

APPROVAL OF MINUTES

- A. **Correct Regular Agenda, Item B, spelling of Commissioner Vilelle's name. Motion made by Commissioner Baron to approve the minutes of October 18, 2010 as corrected; motion seconded and Commission voted, the motion carried unanimously.**

PUBLIC APPEARANCES

None

REGULAR AGENDA

- A. Fleet Street Property, recreational facility use availability – Gary Milliman advised this area is a city owned parking lot on Chetco Avenue and questioned whether the Commission thinks it should be included as a venue in the City parks inventory and be included in the Parks Use Permit application process for public use in the same manner as Bankus Park. Commissioner Baron requested a map of the location and further information. Matter continued to next meeting for further consideration.
- B. Parks & Recreation District Formation – Gary Milliman asked if the Commissioners had been in contact with the individuals they had recommended for the Parks and Recreation District Formation steering committee. Each indicated the individuals that they had contacted and a list will be compiled for the next meeting.

INFORMATION UPDATES/DISCUSSION ITEMS

- A. Lower Stout Park – Commissioner Parrish advised they are buying plants and getting ready to plant, just waiting for the weather to cooperate. Also provided a copy of the letter to CCEC asking for the donation of a transformer.

COMMISSIONER REPORTS/COMMENTS

Commissioner Baron – advised he gave Parks Facilities Planner Cody Erhart a tour of the City parks and came across a dog owner at Bud Cross Park with an unleashed dog. Advised the dog owner of dog leash rules and regulations and suggested he advocate for a City dog park.

Commissioner Parrish – advised he still believes the best place for a dog park would in Stout Park for economical reasons, it's centrally located, partially fenced, and many people already use it for that purpose. Commissioner Baron agreed, but believed in the past the neighbors were not in favor of that location because of noise.

Commissioner Vilelle – advised that the Azalea Park Foundation thanked him for allowing their signs in the park of which he had no knowledge. City Manager advised he had granted them permission to put up signs similar to the ones at Bankus Park. Commission discussed their purpose and role and City Manager agreed that in the future any permanent signs including flower garden signs, dog signs, regulatory signs, building signs or stenciling on the pavement in the parks be approved by the Parks and Recreation Commission for uniformity and content before

they are installed. Commissioner Vilelle also wondered if Chair Brown still wanted him to attend the Azalea Park Foundation meetings as a commission liaison and was advised that yes, it was helpful.

Chair Brown – advised she has heard of a Public Art Committee in the community developing a recommendation for a pocket park at the corner of Hillside Drive and wondered if that was in fact what the Park & Recreation Commission was for. City Manager advised that through the Urban Renewal Agency these pocket parks are being planned as landscaped areas on private property that otherwise would be unattractive vacant pieces of land. Maintenance is designed to be minimal and all plans are approved beforehand, but they are not City parks. Chair Brown also commented that the Encore Azaleas at Bankus Park are looking good and blooming. Commissioner Baron advised that they will soon need some new chips.

STAFF REPORTS

- A. Parks Facilities Planner Cody Erhart advised that he has been asked by the City Manager to look into developing new rules/regulation signs at the parks. He has also sat in on two committee meetings on the Hillside pocket park. The property owners are not interested in developing the property but are not willing to give it away, so designers are working on a minimal landscaping pocket park area to beautify the downtown area.
- B. Community Needs and Park & Rec Goals - Parks Facilities Planner Cody Erhart reviewed the 2002 Parks Master Plan goals. Requested Commissioners review Goals, Objectives & Community Visioning handout he provided with any comments/suggestions for the next meeting. Suggested possible scheduling of a Park & Recreation Commission workshop in January or February, 2011 to discuss and review Park Capital Improvements Projects, the input of social needs, and culmination, approval and prioritization of possible projects for the next five years.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:50 pm. Next meeting scheduled for December 16, 2010.

Respectfully submitted,

Patricia Brown, Chair
(approved at December 16, 2010 meeting)

Thursday, November 18, 2010

Fort Bragg Advocate

Rec district cash-short

MCRPD will run out of money by mid-December

By CONNIE KORBEL
Staff Writer

"We have not declared bankruptcy. This is not where we are right now," said David Yeomans, president of the Mendocino Coast Recreation and Park board at Monday morning's special finance meeting. "My message is one of hope — if we are able to secure the cash needed to get through [the next] six months."

MCRPD hopes the community will respond to the extreme nature of the cash flow situation to escape closure; some employees even offered to make payroll

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deduction pledges. Mailings, emails and personal solicitations for fundraising pledges were already making their way into homes and businesses last week.

The finance committee met on Nov. 9 and discussed Interim Administrator Jim Hurst's cash flow report that indicates the district will have a negative balance before the January payroll can be met.

"We will run out of money in December," said Hurst, who has worked without pay since he began on Feb. 10, 2010.

The board met Wednesday night. The committee had recommended the board set a Dec. 15 "mothballing" closure date for both the C.V. Starr and Mendocino Community centers, unless funding for operations through June is secured by then.

Because the board met after this week's newspaper went to press, a short report on the board's decision will be posted on the paper's website today, Thursday, Nov. 18, fol-

lowed by a story in the Nov. 24 edition.

The "mothballing" term is indicative of an intention to close the facilities short-term while minimally maintaining grounds and buildings, rather than permanently shutting down operations.

"The consequences for all of this is horrible. Our intention would be to reopen when we fiscally can," said Yeomans.

Special finance meetings were scheduled for the mornings of Nov. 15 and 17.

Hurst reported that the revenue stream remains inadequate to meet monthly expenses which results in an annual \$150,000 deficit even with the county property tax infusion. This is a significant improvement — \$300,000 or more — over projections a year ago, but insufficient to continue forward without considerable cash infusion.

Hurst contacted the C.V. Starr Foundation last week proposing a \$300,000 30-

month line of credit at 3 percent with interest paid monthly. The Starr Foundation, which granted \$16.6 million for the center's construction, has in the past stood firm in its position that it won't donate funds for operations. Hurst waits for a response.

"I don't think we should rely on the Starr Foundation," said Hurst. "We need to focus on how we keep going."

When Hurst verbally itemized all the expense categories that will continue even with the facilities closed to the public, it became apparent to the committee that closure comes with a hefty price tag.

"The hole is deeper and deeper," said Rick McGill, retired banker. "It's worse than I thought."

"The [community] conversation will get loud and boisterous," said Yeomans. "Our plans for succeeding and how we get there is the message I want to put forward."

How you can help MCRPD

By Jim Hurst

MCRPD Interim Administrator

For the past nine months I have been serving as the volunteer administrator of the Mendocino Coast Recreation and Park District and manager of the C.V. Starr Center. Considerable progress has been made by staff and board members to reduce district operating expenses and increase revenue and donations. One year ago the district's negative cash flow was \$100,000 per month. Today it is \$50,000 per month.

MCRPD will not have sufficient cash reserves to continue operating beginning January 2011. At the MCRPD board meeting yesterday (Nov. 17), I recommended that unless the district has six months of operating capital available or otherwise committed by Dec. 15, the board of directors should consider the possibility of suspending all program operations in Fort Bragg and Mendocino and "mothballing" the C.V. Starr Center until such funds are available.

Currently, property taxes cover a little more than half of the \$600,000 annual negative cash flow, leaving the balance of about \$250,000 a year to come from donations. Unfortunately, donations and SCORE commitments (Starr Center Operating Reserve and Endowment fund) have not been enough and property tax reserves have been used to cover the negative cash flow between last June and now.

I also recommended that MCRPD aggressively continue the process to either establish a Benefit Assessment Tax District or ask voters to approve a parcel tax in June 2011 to increase property tax funding for the district. The first step is a survey to determine what voters in the district will support. Only 25 to 30 percent of the district's operating expenses are covered by property taxes. The appropriate level is between 50 and 75 percent.

Here is how you can help avoid a closure of these two vital facilities. I am asking the MCRPD staff and you to obtain 300 to 500 commitments and pledges of \$100 per month for 12 months to cover operating expenses through June 30, 2011. Pledge cards and more information are available at the Starr Community Center, 300 S. Lincoln St., Fort Bragg, and the Mendocino Community Center, corner of Pine and School, Mendocino. Donations will be held in a special account until the six-month goal is reached.

I deeply hope suspending district operations and "mothballing" the C.V. Starr Center can be avoided; however, we cannot ignore the fact that MCRPD will be out of money by the end of December.

Wednesday, November 24, 2010

MCRPD pot nears empty

Proposed closures halted temporarily

By **CONNIE KORBEL**

Staff Writer

The Mendocino Coast Recreation and Park District board of directors voted unanimously last Wednesday, Nov. 17, to postpone voting on temporary closures of its Fort Bragg C.V. Starr and Mendocino community centers for two weeks.

The agenda action item called for possible closures beginning Dec. 15 due to the lack of funds to stay open during the winter.

Interim MCRPD Administrator Jim Hurst reported the revenue stream is insufficient to stay open through June 2011; nor are there adequate funds to close.

Jim Jackson, the district's attorney, said he did not know the exact process the district would need to follow to legally close either facility. Jackson will research that for

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MCRPD

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the board.

Well over 100 people attended the meeting at the Mendocino Community Center. Many spoke passionately, including several children, claiming the Mendocino Center is a sanctuary for their youngsters.

The board's decision, fully supported by Hurst, was arrived at after hearing

three hours of public comments.

The district is hopeful that community and other resources will surface that will allow programs to continue. If not, closure is imminent.

There will be a special board meeting on this topic on Wednesday, Dec. 1 at the C.V. Starr Center, 300 S. Lincoln St., Fort Bragg, beginning at 5:30 p.m. The public is encouraged to participate in the continuing discussion.

Ft. Bragg Advocate