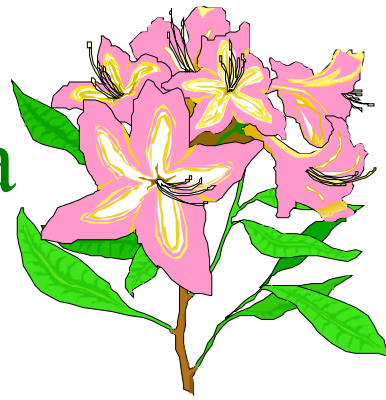


# Agenda



City of Brookings

## **PARKS AND RECREATION COMMISSION MEETING**

Council Chambers 898 Elk Drive June 23, 2005 7:00 p.m.

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
  - A. Minutes of April 28, 2005
- V. PUBLIC APPEARANCES
  - A. Summer Recreational Program-Cathy Hafterson
  - B. BMX Track discussion
- VI. STAFF ANNOUNCEMENTS/CONCERNS/FOLLOWUPS
  - A. Financial Report
  - B. Other
- VII. COMMISSIONER COMMENTS
- VIII. ADJOURNMENT

May 16, 2005

City of Brookings, Oregon  
Parks and Recreation Department  
898 Elk Dr.  
Brookings, OR 97415

Attn: Kathy Mahon

RECEIVED  
MAY 18 2005  
CITY OF BROOKINGS  
COMMUNITY DEVELOPMENT

We are new residents of Brookings and have just purchased a home on 3<sup>rd</sup> St. near Easy St.. I was pleased to see that there was a park close to the home when we were looking to purchase the home, Easy Manor Park; but after visiting the park with my children, I was quite disappointed. That park has been terribly neglected. The equipment is old and rusting and paint is chipping off. One swing is missing. I was told that there was more equipment that had been removed, but not replaced. I found pieces of wood with nails sticking straight up in them near the toys. There really are no appropriate toys for toddlers. Weeds are growing into the sand area. The lawn could use some attention and the general landscaping could be improved and jazzed up. I dared not venture into the rest rooms, so I can not comment on that; but I was actually surprised that there were rest rooms, as I would think the main users of the park are near by residents, so a bathroom is not as essential and could attract the wrong element to the park.

So, as a new resident of Brookings, I ask first what is going to be done about this? This park could be a wonderful plus to the neighborhood and the community. I see much time, attention, and volunteer work is going into Azalea Park, but we cannot neglect other parks. Second, I ask what can I personally do to see things happen to improve this park? Do I need to organize volunteer crews? Raise money by donations and fund raisers? Organize neighborhood meetings? What will get the ball rolling on this project? I am willing to help, and would enjoy being a part of a group that improves this park. I look forward to hearing from you.

Sincerely,

  
Linda Schreiber

PO Box 1945  
Brookings, OR 97415  
469-9850

**MINUTES**  
**BROOKINGS PARKS AND RECREATION COMMISSION**  
City of Brookings 898 Elk Drive, Brookings  
April 28, 2005

**Call to Order**

Commissioner Willms called the meeting to order at 7:00 p.m. followed by the pledge of allegiance. With the absence of both Chair Farmer and Vice-Chair Gothard, Commissioner Willms agreed to chair the meeting.

**Roll Call**

*Commissioners present:* Haley Farr, Frances Hartmann, Tony Parrish, Kathy Russo-Viola, Jan Willms, and Student *ex officio* Paul Cleary.

*Commissioners absent:* Daryn Farmer and April Gothard.

*Staff Present:* Randy Mitchem-Parks Maintenance for Public Works, Community Development Secretary Cathie Mahon, and Councilor Mickelson.

*Media:* Brian Bullock for *The Pilot*.

There were approximately two people in the audience.

**APPROVAL OF MINUTES**

Commissioner Parrish made a motion to approve the minutes of March 31, 2005, and by a voice vote, they were approved as written.

**PUBLIC FORUM**

Elmo Williams distributed copies of an invitation to his residence on May 9<sup>th</sup> at 4:30 p.m. He stated he wanted to update everyone on the progress of the *Capella by the Sea* structure to be located at Azalea Park. The Fay Jones architects are flying into Brookings to discuss final plans. He explained the purpose of the gathering is to meet with the architects designing the structure and answer any questions about the building materials and plans. Elmo explained he gave a copy of the invitation to the mayor and asked her to distribute the invitation to the building department and other City agencies so they could also be present for the presentation. After the presentation, the architects will return to Arkansas to work on the final plans. Elmo stated his hope is to get the finalization of the plans by the end of the month, followed by submitting the plans to the city for building approval.

Elmo continued his presentation. The cost of the *Capella* is estimated at \$500,000. Security cameras will cost approximately \$2,000 and the landscaping around the area is estimated at \$11,000. Plans are to use native materials for both the landscaping and the structure such as Douglas Fir, Flagstone, and other native stones. Benches will be in the center aisle of the building and will seat 40 people. He addressed parking explaining it will be off Highway 101 by the North Bank Road entrance to Azalea Park at the softball parking lot. Directional signs will point to the parking lot and continue to the *Capella*. The walk from the parking lot is a short one, approximately a half block, and the path leading to the *Capella* will be clearly marked and handicapped accessible.

Elmo stated as soon as completion of the building, he will deed it over to the City. His hope is donations from the donation box placed at the entrance, and events such as weddings held in the building, will help off-set maintenance costs. He concluded stating his purpose appearing before the commission meeting was to keep them updated on the progress.

Elmo answered questions from the commissioners. He explained he had permission to remove two trees in the area of the proposed *Capella*. He responded to questions of vandalism by stating he figured into the cost, money for cameras. He also discussed the possibility of a small one-bedroom cottage for a caretaker to live in the Park. Hopefully with lights, cameras, and the presence of an on-site person, vandalism could be deterred.

#### **Commissioners and Audience Comments:**

Discussion ensued regarding a letter received by the City and included in the packet from Diane Cavaness, Crestwood Place, Brookings. She listed 53 species of birds observed at Azalea Park. Her concern is that trees not be removed because they serve as habitat and food for the birds. Parks Maintenance employee, Randy Mitchem, responded stating he read the letter and has observed most of the birds listed. He commented on her request not to remove dying Spruce trees in the park. Mitchem said trees are removed only if they present a hazard. Chair Willms said she would contact Ms. Cavaness to let her know her letter was discussed at the meeting.

#### ***Stout Park:***

Mitchem responded to Commissioner Parrish. He said parks employees had recently removed ivy off some of the trees. Parrish stated his concern is the ivy is infringing on the Azalea bushes. Mitchem explained spring is always a busy season for them because after the winter season, all the parks need cleaning up, most of all raking and removing debris.

Commissioner Hartmann announced there will be a tree planting ceremony on Arbor Day, April 29<sup>th</sup>. The Brookings-Harbor Tree Friends group will meet at Stout Park at 1:00 p.m. to dedicate a native tree in celebration of the day. Mitchem said he would be at the park to assist with the planting.

#### ***Community Center***

Commissioner Viola said she recently contacted the City of Gresham. Gresham has plans to build a cultural art center for approximately \$17,000,000. The City has three million dollars (\$3,000,000), with the balance of \$14.5 million to be raised for the project through donations and/or fund-raisers. To assist with ideas on how to raise the money, they are using the services of *The Collier Group*; a full service fundraising consulting firm that helps organizations spearhead projects such as the Gresham cultural center. They develop feasibility studies, and strategic planning. Viola concluded stating perhaps we (the commission) could use their services to help with the community center. Viola plans to continue contact with Pam Baker, project manager, from the Collier Group.

Commissioner Parrish stated during a recent trip to California, he visited the *Morgan Hill* recreation center. A vacant church was purchased, and revamped into a cultural center. Part of the building is divided into rooms with another part dedicated to theatre. The city was able to do this project through private donations. Parrish said our library was built entirely from private donations and suggested someone contact Susan Frances, who has been at the library since its beginning, and would have information and history on its inception and the funding.

Commissioner Farr said she had contacted the director of the Florence community center, who in turn invited the Commission to tour their facility May 11<sup>th</sup> or 12<sup>th</sup>. The trip to Florence would provide the Commission information on how they funded the center, what does it cost to run it, and a tour. Discussion ensued and due to the absence of two commissioners, the trip will be discussed at the next meeting.

#### **Commissioners and Audience Comments:**

Commissioner Viola reported the *Brookings-Harbor Teens to Teens* would like to be put on the May agenda. The group plans to present to the Commission ideas they would like to have in a community center.

Commissioner Farr presented the idea of having a booth at the Azalea Festival over the Memorial Day week-end. One suggestion was to have an informational brochure to hand-out with the information gathered at the March 16<sup>th</sup> meeting using the "Ideas for the Brookings Event Center" list Commissioner Gothard put together. Commissioner Viola made a motion, it was seconded, that the Parks and Recreation Commission have hand-outs during the Azalea Festival; no vote was taken. Discussion continued. The brochure will be presented for approval at the May 26<sup>th</sup> meeting.

Farr distributed a flyer describing her idea for making money at the booth by selling *Napoleon Dynamite* pins, and key chains, and have prizes for drawings. Another suggestion to generate money was to have a piñata, and charge fifty cents for three swings. The question arose as to who was available over the Azalea Fest week-end to operate the booth. Both Viola and Farr said they would be out of town. Student *ex officio* Paul Cleary and Commissioner Willms agreed to man the booth on Saturday, May 28<sup>th</sup>. Mitchem answered some questions. He said the location of the booths is next to Washington Mutual Bank and Chetco Pharmacy, are set up on Friday, and opened Saturday from 9:00 a.m. to 5:00 p.m. Discussion continued on where to put any money raised during the event. Several suggestions were voiced. Councilor Michelson said he planned to meet with City Manager Blodgett and would get an answer for the Commission after meeting with him.

#### **Commissioners Roundtable:**

Commissioner Parrish mentioned he would be involved with the book sale and bonsai exhibit at the Azalea Fest.

Commissioner Hartmann said *Stout Park* needs some "tlc". Commissioner Parrish agreed and appealed to Commission members to have a clean-up day at *Stout Park* sometime early May before the Azalea Fest. He said there are weeds to pull, and trimming of bushes. Initially early May was discussed, but Parrish said anyone who could volunteer to work, he would be at the Park most evenings after 5:00 p.m. Parks Maintenance Mitchem added there is a lot of raking that needs to be done all around the park.

Commissioner Farr mentioned her involvement with the *Renaissance Fair*, scheduled for July 9<sup>th</sup>.

Commissioner Viola discussed a "Do Life Clean" program scheduled for May 17<sup>th</sup> event at the Kalmiopsis School at 6:30 p.m. put on by the Brookings-Harbor Youth Association.

Commissioner Willms thanked everyone who helped with the *Oregon Clean Up*.

With no further business before the Commission, the meeting adjourned at 8:35 p. m.

Respectfully submitted,

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Cathie Mahon  
Recording Secretary

Approved by the Parks and Recreation Commission  
Date: \_\_\_\_\_ 2005