

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
City of Brookings 898 Elk Drive, Brookings
December 15, 2005

CALL to ORDER

Chair Farmer called the meeting to order at 7:05 p.m. followed by the pledge of allegiance.

CHAIRMAN ANNOUNCEMENTS

Chair Farmer welcomed Dale Shaddox, the new Brookings City Manager.

ROLL CALL

Commissioners present: Michelle Beniot, Don Gallian, Frances Hartmann, Tony Parrish, and Chair Daryn Farmer.

Commissioner absent: Haley Farr.

Staff Present: Dale Shaddox Don Wilcox, Director of Public Works; Dave Lentz, Parks Supervisor for Public Works, and Community Development Secretary Cathie Mahon.

Media: Brian Bullock, *The Pilot*

Other: Councilor Willms.

APPROVAL OF MINUTES

Commissioner Parrish made a motion to approve the minutes for October 20, 2005, and by a voice vote, they were approved as written.

AGENDA ITEMS or PUBLIC APPEARANCES:

A. Azalea Park

Councilor Willms discussed the proposal of benches throughout Azalea Park. She distributed a hand-out illustrating proposed placement of benches in the park and the design of the bench. At the October 20th meeting, Bob Brown, president of the Azalea Foundation, presented the proposal of having benches placed throughout the park, purchased by individuals or businesses. The project would be two-fold; money donated toward purchasing a bench would help the Foundation raise money, and the benches would be an asset to the park. When the proposal was presented, no vote could be taken due to the lack of a quorum. Willms added the Foundation recently sold the first bench.

By a 5-0 vote, the Parks & Recreation Commission approved the Azalea Park Bench project.

B. Finance Report

Don Wilcox, Director of Public Works, discussed the financial report sheets included in the packet. He reported he met with Paul Hughes, Finance Director, to review the Parks & Recreation funds.

Discussion ensued. City Manager Shaddox suggested inviting Paul Hughes to appear at one of the meetings to review the financial reports with the Commission so they have a better understanding of interpreting them. Shaddox also mentioned the Commission think about goals for the 2005-06 budget timeframe, and forward them to City Council for their review.

C. Jurisdiction of state beaches within city limits

Wilcox and Shaddox met with Dave Neighbor, Harris Parks Manager, to discuss developing a working relationship between the city and the parks in the maintenance of beaches within the city limits. Mill Beach in particular has been an on-going problem with vagrancy and trash problems. A portion of the beach area is in the City of Brookings, a portion is state owned. Wilcox stated he would like to see the city remove the trash and debris, and clear out some of the brush at the beach entrance. City Council has also been concerned about those issues. Shaddox said Curry Transfer has offered to have a dumpster available to help with the clean-up. Nothing was decided but since it is an ongoing problem, the issue will be re-visited.

D. Bankus Park

A joint meeting of the Parks & Recreation commission and City Council has been scheduled for the next meeting on January 26, 2006. The issue for discussion will be Bankus Fountain. City Manager Shaddox said the initial plan was not to disturb the fountain but ODOT (Oregon Department of Transportation) recently asked the City to review several options. Distributed to the commission for their review were sketches of three different plans from ODOT on different locations for the fountain, landscaping, and streetscaping at the Fifth Street-Chetco Avenue intersection. The joint meeting is to discuss and decide on the best plan, and submit forward it to ODOT. Some of the questions regarding the fountain will be: what other areas can it be relocated to? If disassembled, will something else be built using the original stones? Chair Farmer expressed he did not want to see the fountain eliminated.

E. Tree Preservation

A video, "Developing with Trees in Mind, enhancing your environment" was provided by City Manager Shaddox and played for the Commission. Shaddox stated he wants to see Brookings have a management plan for trees; instead of cutting them down, planting them. As the video demonstrated, city agencies can work with developers to enhance their development by leaving some of the old growth trees. Brookings needs to work with developers to encourage them to leave some of the older trees, versus cutting them all down, and planting new ones. He discussed tree planting programs like *Tree City USA* that the City might consider joining as a step toward the goal of having a healthy urban forestry.

He concluded, one of his goals is to have a tree replacement standard incorporated in our city ordinance. It might be a good idea to start the tree planting program within our park system. We need to look at setting standards with a better livability of trees in our community, make them an asset to the city. The commissioners agreed tree preservation is in the best interest of Brookings, and thanked City Manager Shaddox for his presentation.

F. Park Projects

Director Wilcox distributed a copy of an article, "the state of Brookings Parks" from *The Pilot*. Joseph Friedrichs interviewed City Manager Shaddox to get his view on the state of the city park system. The article focused on the current condition of the parks, the problem of maintaining them with only one full-time and one half-time employee, and the goal to improve them such as replacing some of the equipment and upgrading others.

Wilcox distributed a 3-page report on "Parks Projects". He said this was a checklist provided by Dave Lentz, Parks Supervisor, of projects to consider at each individual park. On the list were items suggesting either repair or replacement; basic maintenance and reconstruction. Wilcox said he would be working from this list with the City Manager and the Finance Director to categorize and prioritize the larger projects, define priorities and review funds needed to do the projects.

City Manager Shaddox addressed the Commission explaining funds have been earmarked for developing a Master Plan of the park system. He stated a better use for the money would be “to maintain what we have”, that maintenance and restoration of the parks is currently more important than studies and drawings. Discussion ensued and the Commission agreed with Shaddox.

STAFF ANNOUNCEMENTS, CONCERNS, and FOLLOW-UPS

BHYA-TeenCenter

Public Works Director Wilcox said he spoke to Paul Hughes as requested by the commission, to discuss the proposal discussed at the last meeting regarding a Teen Center. Renee Escobar, president of BHYA (Brookings-Harbor Youth Association) presented the idea, followed by asking if the commission would consider paying for one month’s rent.

Commissioner Hartmann made a motion to donate \$750 toward the rent. The motion carried unanimously by a vote of 5-0.

Chetco Point Park:

Wilcox updated the commission. Phase I of the Chetco Point Park project includes access to the beach, paving the path, picnic tables, and landscaping. Construction is progressing and some areas completed. Phase II was briefly discussed. The City will be applying for a \$50,000 grant to complete the project which includes grooming the park trail and signage. A letter of intent to the *Department of Land and Conservation-Oregon Management Program*, will be written and is due February, 2006.

Park System:

Wilcox discussed two items he will be working on. The first, “risk management” is looking at all the parks and the safety of the equipment and premises; assessing any liabilities of the equipment.

COMMISSIONERS and STAFF COMMENTS:

Stout Park:

Discussion ensued regarding a work party day at Stout Park. Commissioner Parrish stated he would favor reinstating work parties because the park could use some general maintenance like trimming the Azalea bushes, and general clean-up of the grounds. Parks Supervisor Lentz said the first project should be removing the English ivy from the trees due to the invasiveness of the plant.

Azalea Park

Chair Farmer inquired about the status of the Elmo Williams chapel project. Lentz reported there has been a delay due to the soil of the selected location for the building.

Commissioner Gallian commented on the new bathroom at Azalea Park saying they look great and are an asset to the park.

Commissioner Beniot wanted to thank the City for removing the mobile home on Hillside; it was such an eyesore. Shaddox responded it was a concerted effort by the police department, planning department, code enforcement, and Curry County Transfer.

Commissioner Parrish commented on the lack of good lighting for pedestrians. He explained his concern for the lack of good street lighting especially during *Art Walks* when folks walk from Chetco Avenue up the hill to the *Pelican Art Center*. Wilcox responded the city is

working on good lighting throughout the city. One of the key concerns is installing good lighting at Azalea Park plus having a video camera surveying the park.

Commissioner Hartmann said she would be interested in helping remove the ivy from Stout Park.

Chair Farmer concluded the meeting saying he was elated to have the focus of the City on the parks and looks forward to being involved in the changes.

With no further business before the Commission, the meeting adjourned at 8:55 p. m.

Respectfully submitted,

Cathie Mahon
Recording Secretary

Approved by the Parks and Recreation Commission
Date: _____ 2005