



Agenda

City of Brookings

PARKS AND RECREATION COMMISSION MEETING

Council Chamber 898 Elk Drive February 27, 2003 7:00 p.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF MINUTES
 - A. Minutes of January 23, 2003
- V. PUBLIC APPEARANCES
 - A. Curtis Deaneau, Safety Officer for Brookings-Harbor Little League
 - B. Pam Calloway B-H Youth Association - "Stream-side Renovation"
- VI. COMMITTEE REPORTS
 - A. Stout Park-Tony Parrish
 - B. Chetco Point Park-Nina Canfield
Chetco Point Park Plant Identifications-Pat Sherman
 - C. Softball/Soccer Fields-Paul Prevenas
 - D. Kidtown-Dori Blodgett
 - E. Skate Park-Leroy Blodgett
 - F. Parks Master Plan-Bill Boynton
- VII. LIASON REPORTS
 - A. Azalea Park-Nina Canfield and Pat Sherman
- VIII. STAFF ANNOUNCEMENTS/CONCERNS/FOLLOWUPS
 - A. Financial Report
 - B. Parks & Fields Use Calendar Update
 - C. Parking Lot-Azalea Park
 - D. B-H Little League Bud Cross Park
 - E. Other
- IX. COMMISSIONER COMMENTS
- X. ADJOURNMENT



MEMO

TO: Parks and Recreation Commissioners
Councilor Kern
Leroy Blodgett, Leo Lightle, Dennis Barlow, Dave Lentz,
Randy Mitchem

FROM: Cathie Mahon, Community Development Secretary (469-2163, ext. 203)

DATE: February 19, 2003

RE: Parks and Recreation Agenda for February 27, 2003, meeting

We have another exciting meeting coming up:

- A new member, Daryn Farmer will be joining the Commission.
- Please find enclosed an updated City *Officials* sheet.

See you next week!

PARKS AND RECREATION COMMISSION MEETING MINUTES
City of Brookings
898 Elk Drive, Brookings, Oregon
January 23, 2003.

Call To Order

Chair Boynton called the meeting to order and Commissioner Williams led the pledge of allegiance.

Roll Call

Commissioners Present: Pat Sherman, Lorraine Williams, Bill Boynton, Tony Parrish and Paul Prevenas.

Commissioners Absent: Nina Canfield and Dori Blodgett

Councilor Present: Councilor Frances Johns Kern.

Staff Present: Dennis Barlow, Public Works, and Community Development Secretary, Cathie Mahon.

Minutes

A motion was made, it was seconded and carried, to approve the minutes for November 21, 2002.

Public Appearances - Presentation

Curtis Deneau, Safety Officer for the Brookings-Harbor Little League began by stating kudos to Public Works personnel, particularly Dave Lentz and Dennis Barlow, for their help when the Brookings-Harbor League hosted the *Girls Softball State Play-off's* last summer. He submitted to the Commission a list of "Improvements to Bud Cross Park Fields".

He outlined and discussed 4 items:

- 1) Relocation of the scoreboards:
 - The two scoreboards are currently attached to the concession stand. They would like one outside the right-centerfield, and the other 4 feet outside the right field fence.
- 2) Add an 8'x 10' equipment shed:
 - They are looking for an existing shed, 8 by 10 feet, to be placed next to the skateboard park concession stand for storage of items like chalk and game balls.
- 3) Add a 25' tall flagpole:
 - The cost for the flagpole has been estimated at \$630. They would like to find a donor, to buy the pole, and they would install it.
- 4) Improve the surface of the dirt infields:
 - The leagues would like to improve the dirt infields with a material known as *TURFACE*. A brochure was circulated to the commissioners. Mr. Deaneau explained that they would like to use half the recommended material this year, and complete the job for the 2004 season. It is a product that would be mixed, rototilled, into the existing soil. *TURFACE* is guaranteed to last 20 years.

- The approximate cost is \$5,100, which includes shipping. The league is requesting that the Parks and Recreation Commission approve money to pay for half the cost. League members would do the labor. He concluded the product would improve the batters and catcher's mounds, and batters box.

Discussion ensued. Dennis Barlow, Public Works Supervisor, entered into the discussion. He questioned when they would like to start. Mr. Deneau replied, before the season starts on April 12th. Chair Boynton noted the shipping cost was more than the product. Mr. Deneau explained the product is not available locally, it has to be purchased out of state; additionally the weight of the product requires using pallets for delivery. B.H.L.L. volunteers would do all the labor; they would unload the bags (of *TURFACE*), rototill it into the soil, and form the mounds for the batters and catchers.

Commissioner Sherman made a motion to approve the Bud Cross Park Fields improvements. After discussion, the following conditions were placed on the motion:

- Relocation of the scoreboards placed after conferring with Dennis Barlow, Public Works Supervisor.
- The shed be placed on pier blocks, not a concrete slab as originally proposed, and the roof of the shed be green metal to match other park buildings that will be re-roofed in the future using green metal material.
- Exact placement of the flagpole discussed with Public Works.
- Item #4-funds for the *TURFACE*, tabled until the February 27th meeting.

The amended motion was unanimously approved.

Committee Reports Commissioner

Stout Park: Commissioner Parrish directed his thanks to Commissioner Sherman for heading up the litter patrol at *Stout Park*. He was pleased to report there is no litter!!

Chetco Point Park: Commissioner Sherman handed out a *Rare Plant Field Survey Form* for a plant from Chetco Park. She contacted Veva Stansell, a well-known botanist from Pistol River, they keyed in the plant on her laptop, sent a copy to the Department of Agriculture, and received an official identification of *Oenothera Raven*. She concluded she will continue with the fieldwork of identifying plants at the park

No report from: *Kid Town, Parks Master Plan and the Skateboard Park* due to the absence of several commissioners.

Softball/Soccer Fields: Commissioner Prevenas reported hopefully a field at Easy Street and Fern will be ready for the beginning of the baseball field. All the site work will be done by the *Booster Club*. The long-term plan is to keep the field as a practice field, and back-up field. He concluded with all the sport activities in the City, the need is evident to find fields to facilitate the activities.

Liaison Reports

Azalea Park: Commissioner Williams handed-out and discussed a 10-point *Park Improvement Priority List*.

1. In an effort to continue the improvement and maintenance of the Park, there is a need to have some organization or group continue the work. At present, most of the volunteers are senior citizens but with the enormous task of upkeep, more volunteers are needed.
2. One third of Azalea Park has been developed. Several areas need attention:
 - Approximately 900 native, and endangered Azaleas require continuous care throughout the seasons.
 - The Azaleas need weeding, trimming and fertilizing.
 - The small active creek near the back of the park needs to be cleared, enhanced with plantings, and footbridges need to be built.
 - The existing footpaths need to be defined and cleared of branches.
3. An edifice, a wooden structure, placed behind the parking lot should be considered to accommodate the community and visitors. It could be a quiet place for meditation and used for events like a wedding, and family reunions.
 - Submitted for the record were two renderings by Fay Jones, renown architect, who followed Wrightean principles of single lines.
4. A dressing room and toilet facilities should be provided for the use of performers who perform, or when civic events are held at the park.
5. Completion of the *Snack Shack* and Public Restrooms.
6. Restrooms near Kidtown need to be upgraded.
 - Money from the sale of the Freda Longstreet's estate hopefully will provide enough funds to do this project.
 - Estimation of the cost-\$30,000
7. A directional sign for the Park. The logical place would be at the Triangle Garden, visible for north and south bound traffic on Highway 101.
8. A solution for the protection of the Park against vandalism.
 - Submitted for the record was an estimate for illumination of Kidtown, the gazebo, the storage shed, etc. An estimate of \$20,000 from a local Brookings company was done in 1998.
9. Because of the success of the *Marigold Project* (for two years 5th and 6th graders learned about gardening by growing and planting marigolds in the park), the continuation of programs like this, are encouraged.
10. A greenhouse would be beneficial to those learning aspects of horticulture, growing plants, and planting throughout the city; it would also promote good communication between people like the Master Gardeners and young people.
11. Signage for the areas of the park, the pathways, and trails.

Commissioner Williams concluded her report reiterating the foundation needs more people to volunteer to get the proposed projects done and to continue maintenance of the park. She brought to the Commission's attention that evidence of transients using the storage shed to sleep in, necessitates getting a lock.

The Commission thanked Commissioner Williams for her extensive report, and to extend their appreciation to Elmo (Mr. Williams) for his time.

STAFF ANNOUNCEMENTS/CONCERNS/FOLLOWUPS

Financial Report: No discussion (the December 2002 financial report for *Stout Park* was included in the packet).

Public Works:

Dennis Barlow, Public Works Supervisor, reported that several large trees had fallen in the park. They plan to sell them and use the money for the parking lot gravel.

Election:

Commissioner Williams made a motion, it was moved, carried and unanimously approved to have Chair Boynton continue his chairmanship for 2003.

Commissioner Sherman reported she was approached by a citizen inquiring on a possible new park on vacant land near Fifield Street.

Chair Boynton asked if anyone had any comments regarding the *2002 Annual Report presented to City Council*. The Commission members thanked him for his time composing it.

With this being Commissioner Williams last meeting, Chair Boynton expressed appreciation for her time and input during her term on the Commission. All members agreed and wished her well on her new ventures.

With no further business to come before the Commission, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Cathie Mahon,
Recording Secretary

Approved by the Parks and Recreation Commission
_____(date)