

## PARKS AND RECREATION COMMISSION MEETING MINUTES

City of Brookings  
898 Elk Drive, Brookings, Oregon  
May 23, 2002 7:00 p.m.

### **Call To Order**

Chair Boynton called the meeting to order with the pledge of allegiance led by Commissioner Sherman.

### **Roll Call**

*Commissioners Present:* Nina Canfield, Dori Blodgett, Lorraine Williams, Bill Boynton, and Pat Sherman.

*Commissioners Absent:* Tony Parrish, Paul Prevenas, and Ex Officio Lisa Nowlin.

*Councilor Liaison Absent:* Councilor Frances Johns.

*Ex Officio Commissioner Absent:* Lisa Nowlin.

*Staff Present:* City Manager Leroy Blodgett, Public Works Supervisor Dennis Barlow, Special Projects Assistant Jeremy McVeety, and Community Development Secretary Cathie Mahon.

Chair Boynton introduced Cathie Mahon as the new recording secretary, recently hired as Secretary for the Community Development department. Cathie moved to Brookings last year from Littleton, Colorado, where she worked for 14 years in the Community Development Department.

### **Minutes**

Commissioner Williams moved, it was seconded, and the Commission voted unanimously to approve the April 28, 2002, minutes as written.

### **Public Appearances**

Dennis Barlow, Public Works Supervisor, discussed a request from the adult softball association, for a shed at the Azalea Park field. An exhibit for an 8' x 8' shed, and placement on the field, was reviewed by the Commission. Dennis explained the request was due to some vandalism of equipment. He added the shed will be temporary until a permanent block-type shed is constructed at a later date.

Commissioner Williams moved, it was seconded, and the Commission voted unanimously to approve the shed.

### **Committee Reports**

*Stout Park:* No report

*Chetco Point Park:* Commissioner Canfield reported on her research with CTR for a porta-potty at the park. CTR quoted \$50.50 a month with bi-monthly emptying. She emphasized more emptying may be necessary depending on the volume of visitors and whale-watchers. Discussion ensued concerning placement, with input from Public Works Supervisor Barlow

and City Manager Blodgett. After further discussion City Manager Blodgett suggested that he direct city staff and work with them for appropriate placement.

Commissioner Canfield agreed to that suggestion and made a motion, it was seconded, and voted unanimously to follow the City Manager's suggestion.

*Softball/Soccer Fields:* Public Works Supervisor Barlow reported the flag pole at Bud Cross Park has been reinstalled, adding the fields are getting heavy usage.

*Kidtown:* None

*Skate Park:* City Manager Blodgett reported the final concrete work has been completed. He discussed the proposal to pave between the rest rooms and the park. This would be a flat area for those intimidated by the skate bowls; leave an area for the younger kids to practice skating. He further reported the cost involved, an injury that occurred with a worker, and the cost for grading and gravel. He advised everyone to get their skates waxed for the Skateboard Dedication, scheduled in conjunction with the Azalea Festival. He stated the dedication would be a short ceremony on Monday, May 26<sup>th</sup>, at 1:00 p.m., with Mayor Hagborn and Craig Mickelson saying a few words. He conveyed that there have been relatively few problems or complaints, any disruption is just "kids being kids".

Public Works Supervisor Barlow and City Manager Blodgett discussed the redirection of traffic for people entering the ball field parking area. The solution, approved by City Council, is to block the end of 2<sup>nd</sup> street. People going to the baseball games will then have to enter the parking lot from Hassett Street.

Special Projects Assistant Jeremy McVeety distributed a "Brookings/Harbor Community City Survey". He stated it was the final portion of the Parks Master Plan. Chair Boynton commended Jeremy stating "well done".

### **Liaison Reports**

*Azalea Park Foundation:* Commissioner Williams reported the Park is looking gorgeous, and full of people enjoying the park. She added she shined the placards.

### **Staff Announcements/Concerns/Follow-ups**

*Financial Report:* City Manager Blodgett discussed the budget print-outs included in the Commissioners packet. He stated the Capitol Improvement Plan, a 5-year plan, is being prepared and will be ready for the next meeting. He directed the Commission to the Personnel Services section stating 83% of the budget year is through, but 105% has been spent, due to skate park workers being employees; instead of contractors.

City Manager Blodgett discussed the Parks and Rec Department budget, directing the Commission to the figure of \$116,300. The major change for next year is the total figure changed from \$116,000 last year to \$79,000 because the swimming pool; budgeted at \$73,000, was made into its' own department in order to better track revenue and expenditures. The swimming pool is anticipated to run a \$40,000 deficient in the coming

fiscal year. He concluded by stating that the City needs to look at new ways (to generate monies) for things like new playground equipment.

City Manager Blodgett discussed the "Stout Park Trust Fund" print-out. Although there is a bottom line figure of \$18,430.00, the trust fund stipulates a provision that \$15,000 must always remain in the fund. He explained the difference between "appropriated end fund balances" which are not dedicated to any specific expenditure, and "unappropriated end fund balances" which are not appropriated; money that can not be spent.

With no further discussion on the budget, City Manager Blodgett stated "we're in pretty good shape" but generally speaking, it's a "bare bones budget".

Commissioner Canfield expressed the possibility of replacing old porcelin bowls with steel ones for the park restrooms. During her travels she has noticed the low maintenance on steel bathroom fixtures versus porcelin ones.

City Manager Blodgett mentioned the upcoming Azalea Festival, inviting folks to participate in the shrimp luncheon on Saturday. Noted also was the City's purchase of a new fire engine; money has been saved for 8 years, with a couple more years of payments.

*Parks & Fields Use Calendar Update: none*

*Other:*

**Commissioner comments:**

Commissioner Sherman suggested a parcel of land, on Wharf Street next to Chetco Point, as a good location for a swimming pool and community center. City Manager Blodgett countered that location because of the prohibitive cost; it would be several million dollars.

Commissioner Dori Blodgett commented how good the town looks for the Azalea Festival; it looks "shiny and spiffy". Commissioner Williams added the hope for good weather. Chair Boynton directed to Public Works Supervisor Barlow commending them for "beautifying" our town.

Commissioner Williams moved, it was seconded and the Commission voted unanimously to adjourn at 7:45 p.m.

Respectfully submitted,



Cathie Mahon  
Recording Secretary

Approved by the Parks and Recreation Commission

06/28/02 (date)