AGENDA

CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
September 22, 2016 - 7:00 pm

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES
Minutes of July 28, 2016

V. PUBLIC APPEARANCES

VI. REGULAR AGENDA
A. Elmo Williams Memorial Plaque- Azalea Park

VII. INFORMATION UPDATES/DISCUSSION ITEMS
A. Azalea Park Ball Field Reconfiguration Project
B. Chetco Point Parking Lot Paving
C. Reschedule November Meeting

VIII. COMMISSIONER REPORTS/COMMENTS

IX. ADJOURNMENT

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
July 28, 2016

CALL TO ORDER
Chair Tom Bozack called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

ROLL CALL
Present: Commissioners Trace Kather, Don Vilelle, Patt Brown, Jay Trost and Chair Tom Bozack
Also present: Parks/Tech Services Supervisor Tony Baron
Also present: Gary Milliman, City Manager, Martha Rice, City Attorney

APPROVAL OF MINUTES
A. Motion made by Commissioner Trace Kather to approve the minutes of May 26, 2016; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.

PUBLIC APPEARANCES - None

REGULAR AGENDA
A. Public Meeting Laws – City Attorney Martha Rice presented a briefing concerning Public Meeting Laws and Commissioners received a handout detailing Commissioner responsibilities to follow open public meeting rules and requirements.
B. Azalea Park – Lundeen Road Tree Planting Plan – Tony Baron provided an update on the tree removal on Lundeen Road near Azalea Park. He also provided a tree planting sketch and a budget estimate/proposal for replacing the trees and to add plantings. Tony advised he will be required to obtain three competitive estimates once the project is approved. He also advised there was not a huge public response to the trees coming down as there was an effort to communicate with the press and keep the public informed of the project. **Motion made by Jay Trost to recommend to City Council for the use of timber proceeds to plant new trees and shrubs along Lundeen Road; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.**
B. Azalea Park – Caretakers Residence - Tony Baron presented the Azalea Park caretaker PARC. Previously the Park & Rec Commission had discussed installing a permanent Park Model and felt it was too expensive and directed staff to upgrade security camera equipment in lieu of an expensive caretakers residence. In September 2015 the Planning Commission approved a Conditional Use Permit to place an RV onsite as a caretakers/host residence. City Council requested the matter be heard again by the Park & Rec Commission for their consideration. Vandalism, transient activity, and drug use all occur in the park at all hours, but the majority is at night; security cameras are not able to stop the activity from happening and when vandalism is discovered it is hard to pinpoint the time and review security camera footage. An on-site host would be able to do regular patrols and be able to pinpoint when any vandalism happens. Commissioner Trost advised that in his experience with on site hosts illegal activity decreases and it would be a low cost effective way to monitor the park. Commissioner Villele questioned if a park host resident is necessary and did not like the idea of someone living in the park. Tony advised the Police Department is called frequently to Azalea Park, especially at night, and an on-site host presence in the area could alleviate some of the activity and be a deterrent. Don wondered if this could be a trial arrangement, Tony advised that yes, the initial cost to install an RV pad would be minimal and if a caretaker/host arrangement did not need to continue, the RV pad could be used

for event RV parking. **Motion made by Don Vilelle to recommend to City Council the construction of an RV site in Azalea Park for a future onsite caretaker; motion seconded by Commissioner Trost and Commission voted; the motion carried unanimously.**

C. Jubilee Statue – Stanhurst Memorial Medallian – A previous request was made by Steven Pomerleau to install a medallion plaque on the Jubilee statue to honor his stepfather, Robert H. Stanhurst, a long time area resident and lily grower. Commission discussed the issue of memorials in the park and do not want the park cluttered with memorials but the Jubilee Statue was designed for this purpose and still has five medallion plaque spaces left. Discussed establishing a policy to determine how memorials in the park are to be allowed. **Motion made by Don Vilelle to approve the placement of a memorial plaque, on the Jubilee Statue in the Formal Gardens at Azalea Park, in honor of Robert Stanhurst; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.**

INFORMATION UPDATES/DISCUSSION ITEMS

A. ORPD RTP Grant & Azalea Park Ball Field Reconfiguration Project Phase II Grant – Tony advised that the ORPD grant was funded but the Azalea Park Ball field Phase II was not funded. He is working with the budget and making adjustments to the scope of the project and will still be able to accomplish what they would like to. Phase I is @75-80% done.

B. Frontage Road Landscape Maintenance Contract – Tony advised that the contract with the Garden Club for contract services to maintain Frontage Road has been forwarded to City Council for renewal.

COMMISSIONER REPORTS/COMMENTS

Commissioner Trost wondered when the new Mill Beach hours were going to be changed and the consequences of the park being open daily from ½ hour before sunrise to midnight. Tony advised the hours were changed by City Council and will go into effect 30 days from the date the ordinance was approved. He does expect the area and restrooms to be used more and to spend more hours in the area cleaning up.

ADJOURNMENT

Next meeting scheduled for September 22, 2016. With no further business before the Commission, the meeting adjourned at 8:13 pm.

Respectfully submitted,

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Tom Bozack, Chair
(Approved at ___September 22, 2016__ meeting)