

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
October 25, 2007

CALL TO ORDER

Chair Tony Parrish called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

ROLL CALL

Commissioners present: Michelle Benoit, Patricia Brown, Frances Hartmann & Chair Tony Parrish

Commissioners absent: Don Vilelle, excused absence

Others present: City Councilor Jan Willms, City Manager Gary Milliman, Public Works Director John Cowan

APPROVAL OF MINUTES

- A. **Motion was made by Commissioner Hartmann to approve the minutes of September 27, 2007 as written; the motion was seconded and the Commission voted, the motion carried unanimously.**

PUBLIC APPEARANCES

None

REGULAR AGENDA

- A. Review of City Parks Reservation Fee Schedule – City Manager Gary Milliman presented a recommendation to: 1) remove park use fees from the Administrative Fee ordinance and add language allowing park use fees to be set by resolution; and to 2) adopt by resolution a revised fee schedule for City park use. Discussion of park use fees ensued including clarification of increased fees for events with more than 200 participants and 50% fee reduction for non-profit organizations. **A motion was made by Commissioner Benoit to approve the proposed City Park Reservation Fee Schedule as presented; the motion was seconded and the Commission voted, the motion carried unanimously.**
- B. Grant Application Planning – City Manager Gary Milliman presented information on the Local Government and Recreation Trails Grant Programs and possible projects to begin planning to apply for grants. Discussed prioritization of grant projects currently in the process of pursuing. **A motion was made by Commissioner Brown to make replacement of existing Easy Manor Park playground equipment the number one priority for the Local Government Grant Program; motion was seconded and the Commission voted, the motion carried unanimously. A motion was made by Commissioner Hartmann to recommend that the City Council look at the Chetco Point Park grant and it be resubmitted with modifications as necessary under the Recreation Trails Head grant; the motion was seconded and the Commission voted, the motion carried unanimously.**
- C. Flagpole at Azalea Park Bandshell Area – Commissioner Parrish advised that an anonymous donor would like to install a flagpole at the bandshell to be used at public functions requiring a flag. Discussion ensued, it was suggested to bring the matter up at the Azalea Park Master Plan meeting October 30th; matter tabled at this time.

- D. 4-H Use of Bankus Park for Holiday Candy Sale Fundraiser -- **A motion was made by Commissioner Hartmann to approve the use of Bankus Park by the 4-H as presented; the motion was seconded and the Commission voted, the motion carried unanimously.**

INFORMATION UPDATES/DISCUSSION ITEMS

- A. Easy Manor Park Update – Commissioner Brown presented a review of the Easy Manor Subcommittee meeting on October 5th where they received Local Government Program Grant Manuals to review and reviewed park comment forms received at the Ice Cream Social. Scheduling of another subcommittee meeting to go over grant requirements and to get neighborhood members involved is planned.

COMMISSIONER REPORTS/COMMENTS

Commissioner Hartmann questioned if the Peace Gathering scheduled for October 27th at Bankus Park needed permission of the Park & Recreation Commission. City Manager Milliman advised that it was a public gathering permitted under the law and were not required to get permission to gather in a public place.

Chair Parrish provided information on the progress of the Stout Mountain Railroad. Would like to know what can be done with the cistern and if it could eventually be made into a water feature for the park. The March of the Santas is scheduled for November 23rd.

Public Works Director John Cowan advised that the Department of Forestry is in the final stage of removal of the SOD trees and that the quarantine will continue to be in effect indefinitely. PW will be posting “Keep Out” signs with the quarantine signs to persuade people not to walk on trails and the spreading of SOD. Commissioner Parrish advised there is a tree on the corner of the cul-de-sac at Stout Park that may possibly need to be taken down.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:57 p.m.

Respectfully submitted,

Tony Parrish, Chair

(approved at November 29, 2007 meeting)