

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
October 23, 2008

**CALL TO ORDER**

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

**ROLL CALL**

*Present:* Commissioners Ken Barkema, Patricia Brown, Frances Hartmann, Tony Parrish and Chair Michelle Benoit. *Absent:* Don Vilelle.

Others present: John Cowan, Public Works Director

**APPROVAL OF MINUTES**

- A. Correct Commissioner Reports/Comments to indicate Jan Willms also to attend the Easy Manor Park Grant meeting on October 8<sup>th</sup>. **Motion made by Commissioner Parrish to approve the minutes of September 25, 2008 as corrected; motion seconded and Commission voted, the motion carried unanimously.**

**PUBLIC APPEARANCES**

None

**REGULAR AGENDA**

- A. Capella – City Manager Gary Milliman to schedule a meeting with the Capella subcommittee to discuss development of the transition and management plan. Elmo Williams planning opening and dedication ceremonies. Maintenance and landscaping plans to be determined.
- B. Rescheduling of November and December 2008 meetings – due to holidays the November meeting will be rescheduled to November 13<sup>th</sup> and the December meeting will be rescheduled to December 18<sup>th</sup>.

**INFORMATION UPDATES/DISCUSSION ITEMS**

- A. Easy Manor Park – Chair Benoit advised that the Easy Manor Park Committee met and chose a general idea of what to submit to the state in order to get final grant paperwork approved. Committee will meet at playground site to determine size of playground structure that fits with the funds available and start to negotiate prices with play structure vendors.
- B. *Lower Stout Park* – Commissioner Parrish advised that the Stout Park Advisory Committee requested \$6000 from the Urban Renewal Advisory Committee to allocate money towards the Stout Park engineering process. Making contact with local contractors about possibly donating time and equipment during winter to work on park.

**COMMISSIONER REPORTS/COMMENTS**

Commissioner Parrish – Horseshoe Tournament was not well attended but KBSC was able to get video for the upcoming parks promotional video. Need to start making scripts with park descriptions and narrating ideas. Stout Mountain Railways having pumpkin carving workshop October 31<sup>st</sup>, with pumpkins being lit at dusk.

Commissioner Brown – Wondered since the Youth Legacy Grant was not approved about the funding for the multi-purpose fields which is now yet to be determined.

**ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at 7:25 pm. Next meeting scheduled for November 13, 2008.

Respectfully submitted,

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Michelle Benoit, Chair

(approved at November 13, 2008 meeting)