

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
November 13, 2008

CALL TO ORDER

Chair Benoit called the meeting to order at 7:01 pm followed by the Pledge of Allegiance.

ROLL CALL

Introduction of new commissioner Deborah Dudley.

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

Others present: John Cowan Public Works Director, Gary Milliman City Manager, Elmo Williams

APPROVAL OF MINUTES

- A. **Motion made by Commissioner Parrish to approve the minutes of October 23, 2008 as written; motion seconded and Commission voted, the motion carried unanimously.**

PUBLIC APPEARANCES

None

REGULAR AGENDA

- A. Capella – City Manager Gary updated commission on Capella progress. Elmo Williams has issued invitations for a community preview and dedication on December 12th and 13th. The city does not have the ability to fully manage operations of the Capella and are looking for a non-profit organization interested in taking on the daily operations. Security cameras are being improved and a street light is being installed around the Capella area. Funding for a security park residence is not in the current fiscal year park budget. Letters of interest from local community based non-profit organizations who are interested in entering into a relationship with the city to manage the Capella are being requested. Elmo Williams gave his past history with the park and background for building the Capella. Shirley Hyatt, president of the Azalea Park Foundation advised they are not in a position at this time to take on the operations of the Capella. They are willing to discuss with the city the possibility of erecting a fence around the perimeter around the Capella to help with security issues. They are willing to contribute financially to the landscaping. Advised that there are people interested in forming a non-profit organization called “Friends of the Capella” interested in promoting the Capella. Azalea Park Foundation would possibly pursue the idea if the city could carry the insurance policy. Suggested Capella committee invite Les Cohen from the Chamber to their next committee meeting to be scheduled. Mr. Williams provided the original agreement from August 2005 in which the city agreed to accept and assume responsibilities and operations of the Capella upon completion.
- B. Rail Riders – Request to use Bankus Park for holiday 4-H See’s candy sales. **Motion made by Commissioner Parrish to approve request; motion seconded and Commission voted; the motion carried unanimously.**

INFORMATION UPDATES/DISCUSSION ITEMS

- A. *Easy Manor Park* – Chair Benoit advised that the sub-committee has chosen a playground structure that suits the parks needs. The structure will be ordered once the grant paperwork is received.
- B. *Lower Stout Park* – Commissioner Parrish advised that URAC has allotted money for engineering and geology studies for the Lower Stout Park project.

C. *Lion's Club Donation* – Chair Benoit advised that the Lions Club has donated \$250 to material costs and refurbishment of Bankus Park.

COMMISSIONER REPORTS/COMMENTS

Commissioner Parrish – March of the Santas scheduled for December 6th.

Commissioner Brown – would like clarification of August 2005 contract Mr. Williams had with the city. City Manager Gary Milliman to investigate.

Commissioner Hartmann – requested clarification of non-profit contract for Capella.

Commissioner Vilelle – attended Azalea Park Foundation meeting concerning Capella.

Commissioner Dudley – would like tour/orientation of city parks; clarification of the review process of maintenance of parks, culvert maintenance, park restoration of Azalea Park.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:06 pm. Next meeting scheduled for December 18, 2008.

Respectfully submitted,

Michelle Benoit, Chair

(approved at December 18, 2008 meeting)