

**AGENDA**  
**CITY OF BROOKINGS**  
**PARKS AND RECREATION COMMISSION MEETING**  
**Council Chamber - 898 Elk Drive**  
**June 22, 2017 - 7:00 pm**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. APPROVAL OF MINUTES**

Minutes of April 27, 2017

**V. PUBLIC APPEARANCES**

**VI. REGULAR AGENDA**

A. Adopt-a-Park – Bankus Fountain

**VII. INFORMATION UPDATES/DISCUSSION ITEMS**

A. Youth Work Force Seasonal Employees.

B. OPRD Grant for Azalea Park Ball Field Phase Three project

**VIII. COMMISSIONER REPORTS/COMMENTS**

**IX. ADJOURNMENT**

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
April 27, 2017

**CALL TO ORDER**

Chair Tom Bozack called the meeting to order at 7:07 pm followed by the Pledge of Allegiance.

**ROLL CALL**

*Present:* Commissioners Patt Brown, Trace Kather, and Chair Tom Bozack

*Absent:* Commissioner Don Vilelle, Jay Trost

*Also present:* Parks/Tech Services Supervisor Tony Baron

**APPROVAL OF MINUTES**

**Motion made by Commissioner Kather to approve the minutes of February 23, 2017; motion seconded by Commissioner Brown and Commission voted; the motion carried unanimously.**

**PUBLIC APPEARANCES –**

Dan Sherman, 224 Cedar Street, Brookings, OR – in regards to the trees to be taken down in Azalea Park suggested that the trees be tagged so the public is aware of which trees are to be taken out.

**REGULAR AGENDA**

**A. Special Event Policy** – Tony Baron presented the draft Special Event Policy for large events. Current policy regulations for large events do not have consideration for extra trash removal, sufficient restroom facilities, overflow parking plans or security/event monitoring, items which always has to be determined by staff when a event permit is submitted. Commission discussed current park hours, extending park hours, safety issues of the area, and the need for after dark lighting. Draft policy requires event organizers to provide security and parking plans, higher insurance policy, and various late and forfeiture of fees. Commissioner Brown felt more rules/guidelines might deter use of the park for events. Commission questioned the late application fees and the time and work required by staff on short notice. Discussed after hour loud sound amplification and the effect on surrounding park neighbors.

Mike Frederick 16843 Yellow Brick Road – Oktoberfest & Chetco Brewer Run event organizer spoke that the \$2,000,000 insurance policy was more than usually requested, questioned the policies frequent mention of \$500 forfeiture fees, the need for extra security and reimbursing the police, thought that parking areas including neighborhood parking be left cleaner than before event, when they did not know how clean they were before the event and the requirement that each vendor have two trash cans was excessive. Did not understand how the neighborhood outreach contact would be done which Tony clarified that flyers left on doors could be sufficient. He agreed with trash dumpster and park clean up requirements. For his type of events he thought music playing until 9 or 10 pm was a reasonable time to end, but thought a decibel level for sound amplification should be determined. Was aware of the after dark challenges with no park lighting.

Commissioner Kather thought the repeated mention of the \$500 forfeiture was excessive and suggested it be a blanket statement. Tony clarified that parking plans are for larger events to ensure parking areas or shuttle buses are planned and available. Reimbursement of police services would be determined by the specific event. Language regarding security/alcohol monitors for events to be revised. Noted that if in future ball field lighting is obtain and installed park hours would need to be changed.

**Motion made by Commissioner Kather to recommend approval of the Special Event Policy with changes; motion seconded by Commissioner Brown and the Commission voted; the motion carried unanimously.** Tony to make policy changes and bring back to the Commission for approval before submitting to City Council.

**INFORMATION UPDATES/DISCUSSION ITEMS**

**A. Updates on items from last meetings** – Tony advised there is a City Council meeting on May 8<sup>th</sup> regarding the Azalea Park Trees being removed. He has provided a map highlighting the areas for tree removal.

**COMMISSIONER REPORTS/COMMENTS**

**A.** None

**ADJOURNMENT**

Next meeting scheduled for June 22, 2017. With no further business before the Commission, the meeting adjourned at 8:20 pm.

Respectfully submitted,


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Tom Bozack, Chair  
(Approved at April 27, 2017 meeting)

**CITY OF BROOKINGS**  
**PARKS & RECREATION COMMISSION**  
**AGENDA REPORT**

Meeting Date: June 22, 2017

Originating Dept: Parks

  
\_\_\_\_\_  
Signature (submitted by)  
  
\_\_\_\_\_  
PW/DS Director Approval

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Subject: Bankus Park - KCIW Radio Adoption

Motion: Motion to approve the adoption of Bankus Park by Curry Coast Community Radio (KCIW)

Background/Discussion: The Curry Coast Community Radio Station (KCIW) is requesting to adopt Bankus Park. Adopting the park includes regular weed pulling, mulch spreading and general litter and other refuse item removal. Park staff will continue to mow and empty trash receptacle as well as maintain, sidewalks, bus shelter and fountain.

Financial Impact: \$550 for the creation and installation of a park sign that includes recognizing KCIW as an Adopt a Park program participant.

Attachments:

- a. KCIW letter of request
- b. sample park sign

Mr. Baron,

KCIW has voted yes to pursue adopting the Bankus Fountain. If the City also agrees and we both sign the MoU, we will forward to the City proof of our General Liability Insurance through Cal/Ore to the City.

Regarding the MoU:

Our request for the name on the sign is this: KCIW 100.7FM

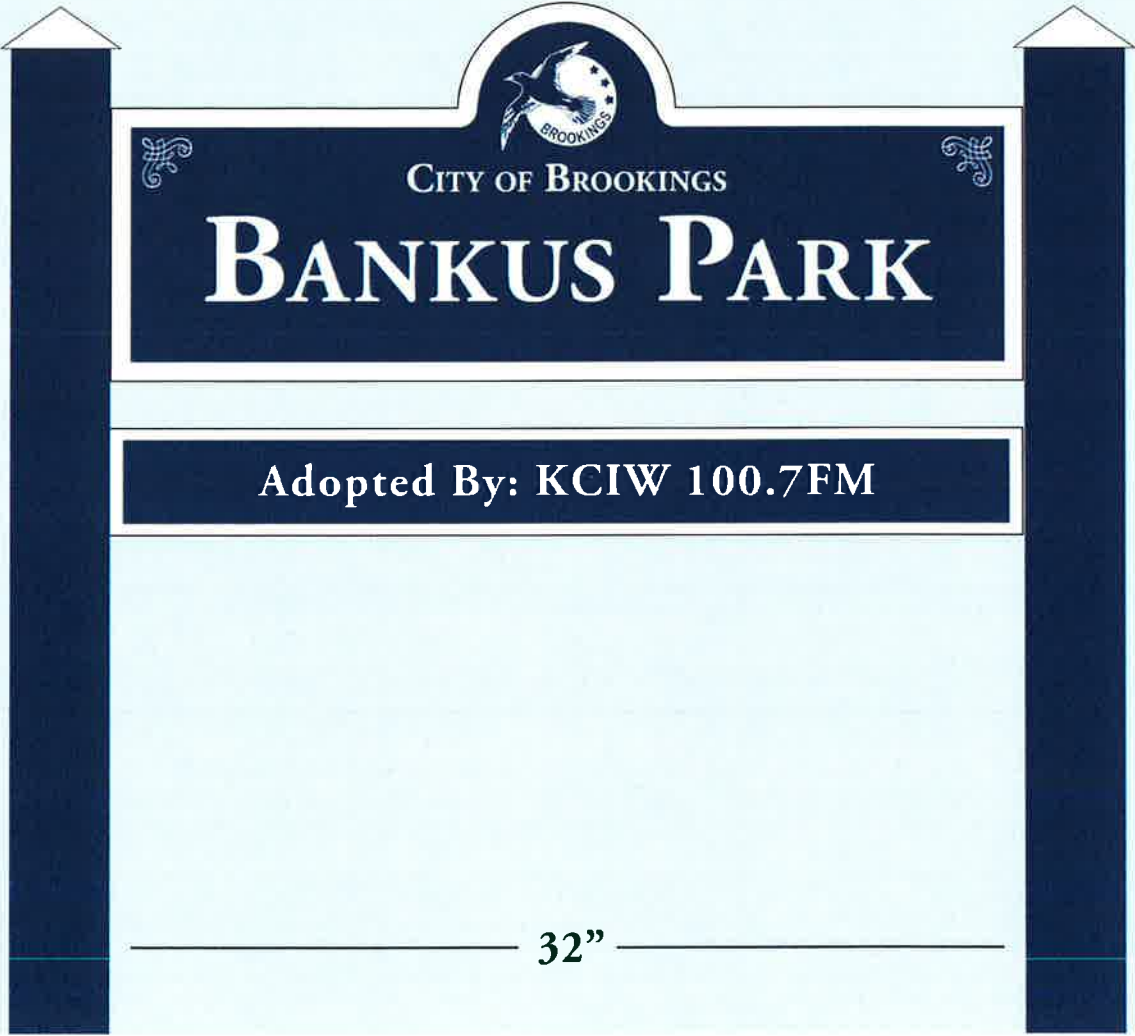
Instead of TIPPMAN, we could use Curry Coast Community Radio (KCIW), with KCIW being the name used in the rest of the MoU. Curry Coast Community Radio is our official title on tax forms, and KCIW is our callsign/nickname.

I would remain the primary point of contact, and the primary volunteer out there maintaining the park.

Please let me know if we need to send the insurance proof right away, and we will contact Cal/Ore.

Thank you for working with us through this Sir!

v/r  
Dane Tippman



CITY OF BROOKINGS

# BANKUS PARK

Adopted By: KCIW 100.7FM

32"