

AGENDA
CITY OF BROOKINGS
PARKS AND RECREATION COMMISSION MEETING
Council Chamber - 898 Elk Drive
November 29, 2018 - 7:00 pm

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES
Minutes of October 18, 2018

V. PUBLIC APPEARANCES

VI. REGULAR AGENDA
A. Natures Coastal Holiday, Leslie Wilkinson - Capella Parking Lot Grant
B. Park Facility Closure Policy

VII. INFORMATION UPDATES/DISCUSSION ITEMS
A. Homeless 9th Circuit Court Decision
B. Azalea Park Update
C. Chetco Point Trail Update

VIII. COMMISSIONER REPORTS/COMMENTS

IX. ADJOURNMENT

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
October 18, 2018

CALL TO ORDER

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

ROLL CALL

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

Also present: PWDS Director Tony Baron, Deputy PWDS Director Jay Trost

APPROVAL OF MINUTES

Motion made by Commissioner Bozack to approve the minutes of September 27, 2018; Commissioner Brown noted typographic error which was corrected; **motion seconded by Commissioner Beyer to approve with noted correction and Commission voted; the motion carried unanimously.**

PUBLIC APPEARANCES – None

REGULAR AGENDA –

A. Skate Park Closure Policy – Jay Trost presented PARC on the proposed skatepark closure policy because of continued vandalism and destruction of property. Believe most of the vandalism is happening in daylight hours and users of the skate park know who is committing the acts. Closing would allow for maintenance to be performed and would reinforce the culture of self regulation among the users. Believes that positive peer pressure can have an impact on the persons committing the acts and hold the users accountable for their peers committing the vandalism. The security cameras in place require extensive amounts of time to review tape and are unable to capture in detail individuals committing crimes as figures come in and out of frame. Commission discussed proposed options.

Note: Audio recording stopped at 25 minutes, following is a summary of the remainder of the meeting.

Commission would like to move forward with a Park Facility Closure Policy that includes all park facilities not just the skate park. Directed Jay Trost to provide proposed policy for next meeting.

INFORMATION UPDATES/DISCUSSION ITEMS

A. Chetco Point Trail Progress – Jay Trost provided updates on the Chetco Point Trail project. Advised bridge is in progress and paving and signage will finish out project.

ADJOURNMENT

With no further business, meeting adjourned at 7:55 pm.

Respectfully submitted,

Trace Kather, Chair - approved at November 29, 2018 meeting

CITY OF BROOKINGS
PARKS & RECREATION COMMISSION
AGENDA REPORT

Meeting Date: November 29, 2018

Originating Dept: Parks

Signature (submitted by)

PW/DS Director Approval

Subject: Capella Parking Lot Development– Natures Coastal Holiday

Motion: Recommend Council consider directing staff to apply for an Oregon Parks and Recreation Local Government Grant to develop the Capella Parking Lot and picnic area in the park.

Background/Discussion: Natures Coastal Holiday (NCH) is proposing to actively raise funds for grant match to fully develop the Capella Parking Lot and build a picnic shelter in the vicinity of Kidtown. The Oregon Parks and Recreation Department will open its Local Government Grant Program in the Spring of 2019 and the City will apply for a grant in the amount of \$455,832 (\$365,832 for the parking lot, and \$90,000 for the picnic shelter).

Natures Coastal Holiday is prepared to raise funds that will go towards the required forty percent match. If successful in receiving the grant, the work could begin in August of 2019 and completed in time for the 2019 NCH event.

Natures Coastal Holiday recently funded the installation of 8 light poles (5 at the Capella Parking Lot, 3 at lower parking lot across from St. Timothy's) at a cost of approximately \$13,060.

Financial Impact: \$455,832 of which \$182,332 will be required as match from City and NCH.

Attachments:

- a. Engineers Estimate for Capella Parking Lot Development

City of Brookings
Azalea Park - Capella Parking Lot

18-Apr-18

No.	Description	Quantity	Unit	Unit Cost	Item Cost
1	Construction Facilities And Temporary Controls	All	LS	\$13,500.00	\$13,500
2	Miscellaneous Demolition and Site Preparation	All	LS	\$8,000.00	\$8,000
3	Roadway Excavation	1050	CY	\$18.00	\$18,900
4	Storm Drain Manhole	1	EA	\$5,000.00	\$5,000
5	Catch Basin - Type CG3	4	EA	\$1,800.00	\$7,200
6	12" Storm Drain Pipe - Class III Backfill	900	LF	\$60.00	\$54,000
7	Foundation Stabilization	60	CY	\$50.00	\$3,000
8	Aggregate Base	1560	TONS	\$24.00	\$37,440
9	Asphalt Concrete Pavement	415	TONS	\$130.00	\$53,950
10	Type C Curb	1225	LF	\$30.00	\$36,750
11	Concrete Sidewalk	2660	SF	\$9.00	\$23,940
12	Extra for Concrete Access Ramp	1	EA	\$1,500.00	\$1,500
13	Painted Stripe	1570	LF	\$1.00	\$1,570
14	Thermoplastic Arrow/Handicap Symbol	5	EA	\$300.00	\$1,500
15	Slope Protection	10	CY	\$75.00	\$750
16	Water Quality Swale	All	LS	\$10,000.00	\$10,000
17	Landscaping	All	LS	\$5,000.00	\$5,000
Total Construction Cost					\$282,000
Engineering (Design)					\$22,560
Engineering (Bidding and Construction Management)					\$22,560
Contingency (10%)					\$32,712
Legal & Administration					\$6,000
Total Project Cost					\$365,832

Notes:

1. Landscaping does not include irrigation system or plants/trees.
2. Paving section is based on 2" asphalt concrete pavement on 8" aggregate base

CITY OF BROOKINGS

PARKS & RECREATION COMMISSION

AGENDA REPORT

Meeting Date: November 29, 2018

Jay Trost

Signature (submitted by)

Originating Dept: PWDS

Tony Baron

Department Director Approval

Subject: Skate Park Closure Policy

Recommended Motion: Recommend City Council consider a policy that closes the skate park for a determined period of time when vandalism, misuse and destruction of property occurs.

Financial Impact: \$0

Background/Discussion: The skate park located at Bud Cross Park has been the site of continued vandalism and destruction of property. This has been on-going since the park opened requiring tax payer dollars in materials and labor to fix and cleanup. The City Council recommended at a workshop on Oct 1st that staff bring this to the Parks and Recreation Commission to discuss a possible policy to enforce accountability to the area. It is the opinion of staff that the option of closing the park for maintenance and rehabilitation of damaged areas is prudent and will also reinforce a culture of self regulation. Some proposed ideas include:

- Closing for an identified amount of time after a certain number of complaints in a month (10).
- Closing for an identified amount of time after vandalism to the area.
- Closing for an identified amount of time for property destruction that exceeds a certain dollar amount (\$50-\$500) (\$500-\$1000).
- Parks Director discretion to close if a singular egregious act is committed.
- Closure should not exceed a two week period for any single event.

Policy Considerations: Consideration of a policy that would allow for the Skate Park to be closed for a duration of time after these events occur to allow for maintenance and rehabilitation of the damaged areas. Also to create a culture of self regulation in that area to prevent further damage.

Attachment(s):

- a. Proposed Policy

City of Brookings
Proposed Park Facility Closure Policy
for City Park Property Damage / Vandalism

The City of Brookings is committed to providing clean and well maintained Parks and Facilities. In the event that a park facility is damaged, vandalized or egregiously misused the Public Works Director has the authority to close that area for repairs and maintenance. Closures should not exceed two weeks. In the event that an area has been damaged to the point of requiring contracted services the area will be closed until those services can be scheduled and rendered.