
AGENDA

ASTORIA PARKS & RECREATION ADVISORY BOARD

Wednesday, October 26th, 2016
6:45 AM
2nd Floor Council Chambers
1095 Duane Street, Astoria OR 97103

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

- A. Individuals must state full name and address
- B. Each individual is provided 2 minutes

4. PRESIDENT HERNANDEZ

- A. What do you hear?

5. EMPLOYEE RECOGNITION

6. OLD BUSINESS

- A. Parks Foundation Update
- B. Implementation of the Parks and Recreation Comprehensive Master Plan

7. NEW BUSINESS

- A. Headstone tipping at Oceanview Cemetery
- B. Theft from CHIP-in trailer in maintenance yard

8. STAFF REPORTS

A. MAINTENANCE:

Grounds

- Support for special events: Healthy Homes 5K, Monster Bash
- Replaced Customs House interpretive signs
- Added playground chips to Children's Park
- "Pinked" the Column for Breast Cancer Awareness Month
- Cleaned up debris and blow down from strong wind storm
- Continued mowing at park sites

Facilities

- Replaced sagging floor, repaired leak and replaced water line, and insulated crawl space at Shively Hall
- Alderbrook Hall's siding project with CCC continues around the eastern exterior wall next term
- Minor repairs and updates at ARC, POP/LS



Oceanview Cemetery

- 13 headstones were knocked over by vandals sometime on Monday October 17th. Warrenton PD is investigating, Astoria Granite Works will assist with resetting stones and assessing damage. Letters have been sent to the owners of the headstones notifying them of the damage.
- Four cremation burials, 1 full (vault) burial carried out

CHIP-in

- Sometime between the Lindstrom Park CHIP-in in September and October 17th, the CHIP-in trailer was broken into and three new backpack blowers and a new chainsaw were stolen. The trailer was parked behind a locked gate and had a padlock on it that was cut. APD is investigating currently.
- The final CHIP-in of the season was held at Violet LaPlante Park on October 22nd. 15 volunteers raked leaves, removed ivy, trimmed shrubs, and Arbor Care Tree Specialist donated and planted a Big Leaf Maple.

B. AQUATIC CENTER:

Swim Lessons

There is room for growth in the program, which would require additional instructors. We hope to have a swim lesson class soon and start incorporating swim lesson training with our regularly scheduled lifeguard training. The more the staff is trained the more flexible they will be when the need arises.

Staff

We have another lifeguard class scheduled for November 2nd – 4th in hopes of covering some of the ongoing gaps in the schedule.

Facility Maintenance

For the ongoing combine chlorine issue in the spa and kiddie pool staff has been given parameters for when to dump the pools at night in hopes of lowering the interruptions in service during the day. In addition we are looking at the UV option which would eliminate pool closures due to CC's entirely, along with increased bather comfort due decreased chlorine levels in the water.

Oller Trust Agreement

Our first quarterly billing is looking profitable with a total of \$13,900 in generated revenues.

Tongue Point

Working with Tongue Point Recreation Department on an agreement to get their students on a more regular basis. Much like the Oller Trust they will scan in for a daily visit and we will bill them on a quarterly basis.

C. RECREATION:

After School/ Day Camp Program

The after school program ran at the ARC throughout the month of October including the school in-service day. We have hired two new staff for the program and our fall programming has included a focus on fall themed crafts, agriculture and homework help.

Volleyball

The annual women's volleyball league continues this month with 6 teams playing. Additionally, we are offer open gym for volleyball players two nights per week at the Astoria Middle School.

Youth Basketball League

Staff has begun planning for the upcoming youth basketball program. This year, Astoria High School's boys basketball coach has provided input on restructuring our first and second grade program to increase emphasis on fundamentals and has offered to help with implementing changes at this level. In addition, he will also be giving assistance in breaking up teams to equally distribute players by skill level for our older teams as well.

Monster Bash

On Monday, Oct. 31st, we will be having our Annual Monster Bash, a free, fun and safe way for families and kiddos to celebrate Halloween. We will have a variety of booths that include games, activities, crafts, and snacks. There will also be a costume contest and photo booth. We have quite a few organizations that have made monetary and product donations to help cover the cost and needs of the event, and many volunteer groups that are providing support in one way or another. We are still looking for volunteers to help with decorating and running booths!

Registration Software System

Staff are working on a new user manual for both front counter staff and management for the new registration system RecTrac. This will assist in training new staff on the program and reduce errors in use at all three locations.

D. LIL SPROUTS/POP:

Lil' Sprouts Academy

Things have been pretty busy at Lil' Sprouts, and fall is underway. Most classrooms are full, and with the exception of the infant room, we still have waitlists for our classrooms. Our current staffing is looking very positive for the time being. However, we will be losing one veteran teacher that has been with us pretty much the entire time we have been open. We are very excited to see her move on to a full time position with the Department of Human Services, but staff, parents, and kiddos will be very sad to see her go.

We are currently dealing with a bout of lice, with 6 confirmed cases, in two classrooms. Unfortunately, this is the time of year that outbreaks happen, and it is being seen pretty heavily in the schools. We continue to keep parents informed, and be proactive by checking for symptoms, cleaning classrooms, and ensuring that infected kiddos are staying home until treated.

With the beginning of the year underway, we are finding that the Gray School Campus is very full, and while it's no longer utilized as a school anymore, the building seems to be at capacity with other organizations and programs. We're excited to see the "neighborhood" grow, but it has also presented some challenges in coordinating the use of gym space, and being careful not to disrupt the other groups. Also, with so many new faces in the building, Craig Hoppes has asked for additional security measures to be put in place by each organization to increase safety in the building, and to clearly identify adults that work in the building. While our Lil' Sprouts and Port of Play staff already wear identifying uniforms, we have also asked that they wear name badges, that include their name, what organization they're with, and a photo. It has also been asked that any adult entering the building that is not staff and not there to pick up or drop off a child, must sign in and wear either a visitor or volunteer pass.



On Thursday, Oct. 6th, we had a visit from the Astoria Fire Department. They took time out of their busy schedule to come talk to our preschoolers about fire safety, and what it means to be a firefighter. The kiddos had an opportunity to see them in "full gear", and to also tour a fire truck. A big "thank you" to AFD!!



On Friday, Oct. 14th, we chose to close Lil' Sprouts and Port of Play early due to the impending storm. Although it was an inconvenience, parents responded really well, and appreciated that our priority was to keep our Sprout families and Staff safe.

Port of Play

Attendance for Port of Play has started to increase, now that the weather is turning rainy and cold. We did close Port of Play early on Friday, Oct. 14th, and chose to close programs and open play on Saturday. Once the storm passed, we felt confident in opening on Sunday, the 15th, and patrons seemed very appreciative that their kiddos had a fun, warm and dry place to get their energy out.



Due to increased security measures in the building, Port of Play patrons are now required to sign in at the front desk, and will receive a sticker that states, "I'm ok to play." That way, it is very clear why they are in the building.

Parents' Night Out has continued to be a popular option for our families. We now offer the program every Saturday, unless it happens to fall on a holiday weekend.

On Friday, Oct. 28th, from 6pm-8pm, we will hold our annual Free Family Pumpkin Carving Night. It's always a popular event. Families bring their pumpkins, we provide the tools and fun decorative accents, and they get to leave the mess with us.

9. UPCOMING EVENTS

- Pumpkin Carving October 28th, 6:00 PM -8:00 PM @ Port of Play
- Parents' Night Out at Port of Play, Saturdays, 6:00pm-9:30pm (excluding 10/29) @ Port of Play

- Monster Bash, Monday, October 31st, 5:00 PM - 7:30 PM @ Astoria Armory
- November 2nd – 4th, School's Out Day Camp @ Astoria Recreation Center
- Gobbler Gallop, Thurs. Nov. 24th, 9:00 AM @ Maritime Memorial Park

10. FUTURE MEETINGS

- (a) December 7, 2016 @ 6:45 AM in City Hall, Council Chambers
- (b) January 25, 2016 @ 6:45 AM in City Hall, Council Chambers