
AGENDA

ASTORIA PARKS & RECREATION ADVISORY BOARD

Wednesday, June 22nd, 2016
6:45 AM
2nd Floor Council Chambers
1095 Duane Street, Astoria OR 97103

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

4. PUBLIC COMMENT

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

5. PRESIDENT HERNANDEZ:

- A. What do you hear?

6. EMPLOYEE RECOGNITION

7. OLD BUSINESS

- A. Parks Foundation Update

8. NEW BUSINESS

- A. Comprehensive Parks and Recreation Master Plan Review and Recommendation
- B. Cemetery Online GIS/Database Update
- C. Recreation Management Software
- D. Scandinavian Park Proposal

9. STAFF REPROTS

A. MAINTENANCE:

Grounds

- Mowing all parks/greenspaces
- Preparing baseball/softball fields for use
- Custom House interpretive signs: signs are now in fabrication, delivery is anticipated late July/early August
- DeJesus Landscaping continues to mow Smith Point, 9th St. Park, Doughboy, People's Park, 15th St. Triangle, and a portion of the Riverwalk until June 30
- Providing H2O truck for ADHDA for watering of bump-outs

Facilities

- Mark Montgomery's return date will be July 5th. Mark will return on limited duty until he is fully recovered.
- Trouble-shooting at the Astoria Aquatic Center, all operations are currently running normally

- Clatsop Community College's Historic Restoration Program will continue the restoration work on the exterior of Alderbrook Hall. Students will begin work on the west face of the building, the work is expected to be complete by mid-August.

CHIP-in

- On May 29th, a CHIP-in event was held at Ocean View Cemetery
- Turn-out was very low, only six participants attended
- Volunteers pulled weeds, removed trash and cleaned off headstones
- CHIP In @ Cathedral Tree Trail on Saturday, June 18th from 1-4pm
- CHIP In @ Shively Park on Sunday July 24th from 1-4pm

Ocean View Cemetery

- Continuing mowing/weed eating of grounds
- Memorial Day celebration activities successfully carried out
- 3 cremations, 3 full burials

B. AQUATIC CENTER:

The Recreation Coordinator position that oversees the Aquatic Center is vacant and City Staff are working to advertise the position. While the position is vacant Recreation Coordinator -Terra Patterson, Maintenance Supervisor - Jonah Dart-McLean, and Parks and Recreation Director - Angela Cosby are filling the gaps and focusing on keeping the facility safe and functional.

Swim Lessons

The first session of summer swim lessons begins June 20th. Currently most of our preschool and beginner classes are full or close to maximum capacity. Swim lessons run throughout the summer Monday through Friday in two week sessions with both morning and afternoon sessions.

New Staff

The week prior to the start of swim lessons, staff ran a swim lesson instructor course for new instructors. This class was a combination of new staff and staff currently working as lifeguards. Additionally, we have hired several new lifeguards at the pool for the upcoming summer season. In June two lifeguards took the Vanguard 1.0 Lead Guard training course and those staff are currently going through training for promotion to Lead Guard.

Lifeguarding Class

Due to staffing constraints, staff have contracted to have a certified instructor come in to teach the upcoming June 22- 24 lifeguard class. Recreation Coordinator, Terra will be working with this instructor ahead of time to complete required paperwork for the class in addition to helping set up for class needs.

Ellis Audit

On June 8th, Ellis and Associates came for the 2016 spring unannounced audit. The aquatic staff did very well during this audit! Our overall individual observations were marked as "exceeds" and our two team scenarios were marked as "meets".

C. RECREATION:

After School/ Day Camp Program

The after school program ran at the ARC and the Warrenton Grade school through June 15th. Numbers continue to be higher than normal in both programs. It was determined due to staffing levels that we would not be continuing the after school program at Warrenton Grade School in the fall, however several of these children will be attending our summer program at the ARC.

Staff have been preparing for the summer day camps planning out games, crafts and field trips. We are working with the Astoria Senior Center and Astoria School District to provide local field trip transportation.

Youth Softball League

The youth softball program began games May 25th. Registration numbers have increased in Astoria and overall we have seen an increase in teams. There are 46 teams playing in the youth league this year as compared to the 38 teams playing last year. Part of this increase was due to Astoria teams and part of it was due to new teams participating in the league from Naselle.

Softball League

The men's and women's softball leagues will begin playing games the last week of May. There are currently ten teams playing in the league which will run through mid-July.

Fitness Classes

Staff have decreased classes slightly due to lower numbers in the summer schedule. We have one new fitness instructor working this summer who will begin Yoga classes in the fall.

Other Classes

We are again offering Jiu Jitsu and Self Defense in June as well as gymnastics. Our gymnastics class registration has been very successful and we are nearing maximum capacity. Additionally, we are offering tennis classes and camps this summer for different ages. Our spring session was very popular and we have seen strong registration for summer preliminarily.

Maritime Memorial Wall

The annual Memorial Day service was held May 30th at 3pm at the Maritime Memorial Wall. In total Astoria Granite Works engraved 41 new names this year.

D. LIL SPROUTS/PORT OF PLAY:

Lil' Sprouts

On May 19th, we had our 3rd Annual Pre-K Graduation. Although we only had about 22 children present, we had a total of 27 that were graduating and moving on to Kindergarten. It was our biggest graduation yet with standing room only, and was such a wonderful celebration!

Although things are quieting down at Sprouts for the summer, we are hurting for staff. At the end of June we will be losing 4 staff members. We are working diligently to fill those spots, and staying positive that we will find the right individuals to join our team.

Summer is always a fun time at Sprouts. Although we are still running curriculum in all classrooms, things tend to be a bit more relaxed, and we take advantage of summer with fun events and celebrations, such as water days and "Donuts with Dads" for Father's Day.

Port of Play

Attendance has been pretty quiet now that the weather has warmed up, which validates our reasoning for condensing our hours during the summer. Parents' Night Out is still going, but only two weekends each month, and is still a very popular childcare option for parents.

Starting in July, we will begin our Lil' Sports Series, which will include a T-Ball class and a Soccer class for ages 3-5. Registration is picking up, and it looks like we'll have great attendance for both classes.

Recreation Management Software

Starting the week of April 25th, Recreation staff had their first training with Vermont Systems, our new software program. A majority of the time was spent learning how to input data, and getting all of our programs, fees, etc. into the system. On May 9th, we had our second training and our front desk staff have begun training to use the new software system. The new software system will be launched at the end of the month for day to day use at the facility. The program will revolutionize the way we manage programs, payments, scheduling, etc. It will be a great addition to the department, and has been needed for some time.

E. UPCOMING EVENTS

- Start of Summer Day Camp, June 17th @ ARC
- Ellis and Associates Lifeguard Course, June 20th – 22nd @ AAC
- Parents' Night Out, June 25th, July 9th/23rd, Aug. 13th/27th, 6:00 PM -9:30 PM @ Port of Play
- Parks After Dark "A League of Their Own", Saturday June 25th @ McClure Park
- Lil' Hitters, Tuesdays in July, 10 AM -11 AM @ Port of Play
- Parks After Dark "Jaws", Saturday July 23rd @ McClure Park
- Kids' Day in the Park, Saturday July 30th, 1 PM – 4 PM @ Tapiola Park (FREE)
- CHIP-in, Sunday July 24th, 1:00 PM – 4:00 PM @ Shively Park
- Lil' Kickers, Tuesdays in August, 10 AM -11 AM @ Port of Play
- CHIP-in, Sunday, August 21st, 1:00 PM – 4:00 PM @ Riverwalk, Pier 39

F. FUTURE MEETINGS

- (a) July 27, 2016 @ 6:45 AM in City Hall, Council Chambers
- (b) August, No meeting
- (c) September 28, 2016 @ 6:45 AM in City Hall, Council Chambers