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# AGENDA

## ASTORIA PARKS & RECREATION ADVISORY BOARD

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Wednesday, March 30<sup>th</sup>, 2016  
6:45 AM  
Astoria Recreation Center  
1555 W. Marine Drive, 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
- B. Wireless Communication Lattice Tower at Astor Park Update
- C. Peoples Park Platform Update/Scandinavian Memorial

**8. NEW BUSINESS**

- A. Parks and Recreation Management System
- B. Comprehensive Parks and Recreation Master Plan update and findings
- C. Parks Maintenance Project Report:

**Grounds**

- Preparing for temporary workers to start employment, Josh Peterson began employment on March 1st
- Mowing season has started
- Preparing baseball/softball fields for use
- Coordinating to produce new Custom's House interpretive signs, SeaReach LTD is working to design and fabricate signs (ongoing)
- People's Platform has been removed, grass seed has been planted and straw dispersed to aid the site's rehabilitation. As the weather dries out, additional actions may be undertaken due to excess water while the project was active
- Matt Baum obtained a job with the Forest Grove Parks Department, his last day with our department will be March 31<sup>st</sup>.

- Randy Bohrer has been promoted to Grounds Coordinator, his first day will be April 1<sup>st</sup>.

## Facilities

- Mark Montgomery has had meniscus surgery, he is expected to recover by April 20<sup>th</sup> but will have ankle surgery on the 28<sup>th</sup> of March and may be out for three months or longer.
- Updating Port of Play equipment and layout: removed Bouncy House, increased access and visibility to stage area
- Vandal-proofing added to Downtown and Doughboy Bathroom closet doors
- Trouble-shooting at AAC, all operations are currently running normally
- Added security cameras to east ARC rental space and Kid Zone

## D. CHIP-in Report:

In January we kicked off the year with a dramatic transformation of Shively Hall. In February volunteers had a ton of fun painting birdhouses to raise funds for a new slide at McClure Park. In March CHIP-in participants dramatically changed the landscape at the Alderbrook Lagoon by removing masses of invasive plants and planting a variety of native species. In April we hope to continue the fun park overhauls, community partnerships and participation with a CHIP-in event at Tapiola Park. There has been interest by many new community members and groups about park adoption – specifically at Tapiola, Alderbrook, Shively, and the 14<sup>th</sup> and Grand Playground. With the increased interest in park adoption, Melissa and Jonah are working on developing a park adoption plan – protocol not currently in place.

### Past CHIP-in Events:

#### *McClure Park, February 21<sup>st</sup> 1-4pm:*

- Partnered with Olivia Paul for her AHS senior project
- Over 50 volunteers of all ages
- Painted 28 bird houses as a fundraiser for park slide
- Raised over \$310!
- Picked up trash and removed over 3 yards of weeds
- Local artists Peter Nevins and Richard Bracke were in attendance
- Food provided by Blue Scorcher & doodle pads provided by Dots & Doodles



#### *Alderbrook Natural Area, March 11<sup>th</sup> & 12<sup>th</sup> 1-4pm:*

- Partnered with the North Coast Watershed Association
- 44 total volunteers of all ages
- Pulled out over 5 yards of invasive plants
- Planted hundreds of native plants including elderberry, salmonberry, and red flowering currant
- Planted hundreds of native flower seeds
- Put in 10 yards of bark mulch



#### *McClure Park, March 13<sup>th</sup> 1-4pm:*

- Event canceled due to excessive rain and poor weather conditions

## Upcoming CHIP-in Events:

*Tapiola Park, April 23<sup>rd</sup> 9-1am:*

- Partnering with SOLVE
- Picking up trash
- Removing weeds
- Putting in bark mulch
- Power washing equipment

*Children's Park, May 15<sup>th</sup> 1-4pm:*

- Working with Jessica Schleif
- Planting a small herb garden in corner of park
- Picking up trash and pulling weeds

## E. Lil Sprouts/ Port of Play Report:

Due to family leave a Lil' Sprouts/Port of Play report is not provided this month, we will catch you up next month. Sorry folks.

## F. Recreation Center/Programs/Fitness/Athletics Report:

### After School Program

Our after school program ran through March with the exception of spring break. Over spring break we ran seven days of no school day camp. Staff saw a drastic increase in numbers for the spring break camp with approximately ten new students. Staff scheduled an agriculture month in March for the students. This included:

- Baby chickens
- Worm farms
- Potato boxes
- Planting sunflowers, pumpkin seeds and other plants and veggies

### Volleyball

Our annual volleyball clinic for 3<sup>rd</sup>- 6<sup>th</sup> graders will also began in March. The program runs three nights a week. There are currently just under thirty students signed up for this program.

### Youth Softball

Staff has been planning out a new system for splitting up softball teams. Players will attend a "mandatory practice" the first night of the season with all the Astoria players. All coaches will be in attendance to run the practice and after the players complete practice and go home, the coaches will draft players on to their teams.

### Fitness Classes

The spring fitness schedule began this month with the addition of a new class- Pilates. Staff has seen interest in this program increasing as word of mouth and promotion increase.

We are also looking at adding new Yoga classes to our schedule later this spring.

### Other Programs

The first session of Jiu Jitsu and Self Defense will finish the beginning of April. We have begun registration for a second session.

Staff have begun planning for tennis classes to begin in May. Tentatively, we plan to offer tennis fitness classes as well as pee-wee, beginner and intermediate tennis classes.

### Special Events

The Parks department held two Easter Egg Hunts this month. The first hunt was held at Tapiola Park and free to the community. Staff used real eggs (5,000 cooked by our staff at the Astoria Middle School) which could be traded in for prizes and candy. The second hunt was a night time flashlight hunt for ages ten and up held at the Astoria Recreation center.

### G. Cemetery:

- 5 full burials and 6 cremation burials in the past three weeks
- In January, staff removed three saplings planted by visitors without permission in the center of the cemetery and replanted them along the northern edge of the grounds. The trees were placed in manner that would have negatively impacted cemetery operations and could have damaged headstones. Any planting within the cemetery must be pre-approved and this action was not. Because staff was unable to ascertain who had planted the trees, no one was notified. In February, the family who had planted the trees arrived at the cemetery and was very upset to find their trees removed. Since that time, signs have been posted detailing some of the pertinent rules and regulations of the cemetery including guidelines for plantings or leaving memorial items

### H. Aquatic Center Report:

Our swim lesson program is doing very well and keeping us busy as we are seeing more pre-school children taking our lessons. We are working towards opening up additional class times Mondays and Wednesdays to keep up with the growing demand and adding an additional four new swim instructors. The Knappa school district will be coming April 11<sup>th</sup>-29<sup>th</sup> for their annual water safety lessons. This year they are bringing 49 students.

On February 22<sup>nd</sup>, Ellis and Associates came for our first unannounced audit of 2016. The aquatic staff did very well during this audit! All of our individual observations were marked as “exceeds” and our two team scenarios were marked as “meets”. At the beginning of this month, Terra, Erin, and Pam all went to the Instructor Training Course held in McMinnville and received certifications. This month we are holding another lifeguard certification course at the center and there are ten students signed up. The course will be taught March 21<sup>st</sup>-23<sup>rd</sup> with another course scheduled April 29<sup>th</sup>-May 1<sup>st</sup>. In February three lifeguards took the Vanguard 1.0 Lead Guard training course and those staff members are now eligible for promotion to Lead Guard. Starting in 2016 there are some changes to the lifeguard program which include high quality CPR, pulse oximeter, epi-pen training, shallow water blackout education, spinal motion restriction, CPR for a pregnant guest, lifejacket fitting, and new stages of drowning information. All lifeguard staff received this new training in March.

The Silver & Fit application is completed and we are getting it ready to submit to City Council for approval. We have had many seniors asking for this benefit. Currently we offering Silver Sneakers

and we provide a senior discount on our monthly passes. Silver & Fit would be in addition to the current programs we offer Seniors.

I. Comprehensive Parks and Recreation Master Plan Report:

Presentation.

**9. UPCOMING EVENTS**

- Parents' Night Out, every Saturday, 6:00 PM – 9:30 PM @ Port of Play
- Master Plan Open House and Presentation, April 6<sup>th</sup>, 5:00 PM @ Fort George
- Master Plan Open House, April 7<sup>th</sup>, 7:00 AM – 10:00 AM @ Street 14
- Master Plan Open House, April 9<sup>th</sup>, 5:00 PM – 8:00 Pm @ Old Town Framing
- CHIP-in, April 17<sup>th</sup>, 1:00 PM – 4:00 PM @ McClure Park
- Youth Softball registration deadline, April 18<sup>th</sup> @ ARC
- CHIP-in, April 23<sup>rd</sup>, 9:00 AM – 1:00 PM @ Tapiola Park
- Youth Softball mandatory practice nights, April 25<sup>th</sup>-27<sup>th</sup>
- Lifeguard Course, April 29<sup>th</sup> – May 1<sup>st</sup> @ AAC

**10. FUTURE MEETINGS**

(a) April 27, 2016 @ 6:45 AM

(b) May 25, 2016 @6:45 AM