

Parks Advisory Board Meeting Minutes  
Draft

June 25, 2012

Attendance: Ed Overbay, Ron Williams, JP Moss, Councilor Arline LaMear, Brad Johnston, Grace Laman.

Staff: Phil Elkins, Erin Reilly

Absent: Howard Rub, Tammy Loughran, and Norma Hernandez

1. The Parks Advisory Board met at Stephanie's Cabin.
2. At 6:44 am Board Chair Ed Overbay called the meeting to order.
3. At 6:45 am Board Chair Ed Overbay asked that the board approve the minutes. Brad Johnston motioned to approve the minutes. All were in favor.
4. A past Zumba instructor made a presentation regarding the Zumba program. She brought copies of an online petition to reinstate the program in the fall. After she presented, there was discussion among board members.
5. JP Moss shared a flyer with the board. The flyer was created to send out in water bills. It emphasized upcoming activities; the Summer Kick Off and Free Learn to swim.
6. JP Moss reported on discussions with Jordan Schnitzer, the president of the Friends of the Column. As of July 1, the parks department will have 1 maintenance person at the column for 40 hours a week, focusing solely on upkeep and grounds maintenance
7. JP Moss shared the department's most current newsletters; one for the public and one for Parks & Recreation employees
8. JP Moss shared that he met with Skip Hauke from the chamber of commerce, and that Skip has agreed to send out Parks & Recreation Program guides to their group of contacts totaling about 600 people. The Chamber also has a weekly email that will include Parks & Recreation information. JP Moss also stated that while the department is also using press releases through local media, they are also utilizing key individuals to help get the word out.
9. Grace Lamen reported to the board about the Community Garden at Gray School. About half the garden plots are taken up. Grace stated that she is working with Ed Overbay to design a gate for both entrances into the garden. A chalkboard has been hung in the garden area so that gardeners can communicate with each other. She stated that people are a little hesitant to garden due to the weather.
10. Recreation Coordinator, Erin Reilly reported on preschool programming. She reported that attendance is slowing down at Lil' Sprouts, because it is summer, but that they are receiving new clientele for drop-in situations. She also reported on Preschool Summer programs; themed day camps and sports camps.
11. JP Moss reported more on discussions with the "Friends of the Column". He is still working to find an agreement that works well for both the "Friends" and the city.

12. Phil Elkins reported on things the maintenance department has been doing. They are working to replace up to 25 light bulbs up at Evergreen Field. It is also an opportunity to evaluate the lighting system as a whole. Phil also stated that they are working many painting projects; Shively hall, Tennis & basketball courts, concession stand and the Dough Boy statue. They have hired some temporary staff to help tackle some of the big projects. They've done a major overhaul of the 11<sup>th</sup> street walkway and the Aquatic Center Grounds. Phil stated they have two volunteer groups working with the maintenance crew; an adult jail crew and 12 volunteers from the Coast Guard.
13. JP Moss reported on the Free Learn to Swim program. They had between 130-150 kids participate. JP also reported that they working on a longer term rental agreement with the Swim Team; looking for a two year commitment.
14. JP Moss stated that he will now be holding office hours for patrons and community members that want to meet with him, discuss concerns, ask questions, etc. His office hours will be Mondays 12pm-1pm at the Astoria Recreation Center once he is able to promote the time adequately.
15. JP Moss stated that Parks & Recreation may be acquiring the Disc Golf Course in September. It is currently run by volunteers. They will donate part of a mower to the Parks department, which will expand their ability to maintain the grounds.
16. JP Moss provided a list of current projects, occurrences, wish lists, etc. of the Parks & Recreation department to the board. There was discussion among the board. Councilor Arline LaMear asked about the Park Bench Project which was listed. JP Moss stated that it will be a future project in which a member of our maintenance team will build picnic tables for all our parks and facilities.
17. JP Moss shared a document for all board members; an Inventory of the Parks System. This document included information about specific facilities & parks, and the services they offer. JP asked for feedback from the board. Brad Johnston suggested more information regarding actual boundaries of parks and facilities.
18. JP Moss gave updates on the Concerts at the Column. He will make a report to council in July. They are working on an event management plan with police. The dates are set as Aug. 18 & 19. He said they are currently signing bands. He has created a marketing committee with Donna Quinn, Duylce ...and Tiffany Estes. The idea behind the concerts is to provide a fun & affordable family event, and also to bring people to Astoria.
19. Ron Williams brought questions about how to get people that want to volunteer involved in the department.
20. The meeting was adjourned at 8:05 a.m.