



NOTICE OF PUBLIC MEETING  
CITY OF ALBANY  
PARKS & RECREATION COMMISSION  
Calapooia Room, City Hall, 333 Broadalbin Street SW  
**Wednesday, April 4, 2012**  
6:00 p.m.

AGENDA

1. CALL TO ORDER
2. APPROVE MINUTES March 2012
3. BUSINESS FROM THE PUBLIC
4. ACTION ITEMS
5. DISCUSSION ITEMS
  - a. Teen and Tween
6. REPORTS AND UPDATES
  - a. Capital Projects Update
  - b. Report from the Parks and Facilities Maintenance Manager
  - c. Report from the Recreation Programs Manager
  - d. Report from the Aquatics Manager
7. ANNOUNCEMENTS
8. BUSINESS FROM THE COMMISSION
9. NEXT MEETING DATE  
*The next regularly scheduled meeting date is Wednesday, May 3, 2012.*
10. ADJOURNMENT

*City's Web Site: [www.cityofalbany.net](http://www.cityofalbany.net)*

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The location of the meeting/hearing is accessible to the disabled. If you have a disability that requires accommodation, advance notice is requested by calling 541-917-7506.

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**CITY OF ALBANY  
PARKS & RECREATION COMMISSION  
Calapooia Room, City Hall  
Wednesday, March 7, 2012  
6:00 p.m.**

**MINUTES**

Commission members present: Mike Graham, Russ Allen, Sharon Edwards, Keith Underdahl, Russ Allen, Jill Van Buren

Commission members absent: None

Staff present: Ed Hodney, Parks & Recreation Director; Katie Nooshazar, Recreation Program Manager; Craig Carnagey, Parks and Facilities Maintenance Manager; Rob Romancier; Debbie Little, Administrative Assistant

1. CALL TO ORDER

Chair Mike Graham called the meeting to order at 6:00 p.m.

2. APPROVE THE MINUTES OF December 14, 2011

**MOTION:** Sharon Edwards moved to approve the December 14, 2011 minutes as presented. Jill Van Buren seconded the motion, and it **passed** unanimously.

3. BUSINESS FROM THE PUBLIC: None.

4. ACTION ITEMS: None.

5. DISCUSSION ITEMS

a. Proposed FY 2012-2013 Budget and Capital Improvements Program

Capital Project Update

Hodney reviewed the Capital Project Summary; projects currently in process will most likely be completed this fiscal year.

- Dog Parks: one fenced dog park will be installed by June 2012. Will require approval from City Council regarding an ordinance change, allowing dogs off leash in a contained area. The north side of Timber Linn Park and North Albany Park are primary locations currently being discussed.
- City Gyms: an agreement with GAPS will be completed by June 2012, granting the City use of a gym at Timber Ridge School in exchange for a one-time cash payment from Parks SDCs.
- East Thornton Lake Natural Area: design and construction improvements to a new nature park in North Albany. Included are parking, limited picnicking, playground, trails and signage. The acquisition is complete, supplemented with Park SDC reserves.

Allen inquired about Timber Linn Park improvements listed in the unfundedp. He wanted to make sure the soccer complex was captured. It is included in the Community Park Development – Phase 2.

Van Buren requested for someone to look at the new bridge at Periwinkle Park, it is slippery even in dry conditions. Carnagey will follow-up.

#### Proposed FY 2012-2013 Budget

Hodney review projected revenue and expenditure summary handout. Projections include \$310,000 contingency budgeted in Parks Administration. Contingency has been increased minimally to guard against unexpected expenditures. Tax revenue will be lower than last year and the City is currently in negotiations with all three unions.

- i. Park Administration: all Central Services charges from other programs have been moved into the Park Administration budget.
- ii. Park Maintenance: staffing is reduced. One employee has elected to take VSIP and the position will not be filled. He will return on part-time temporary basis for seasonal assistance. General reductions in mowing costs, temp employees, and supplies that are easily absorbed without significant impact to services.
- iii. Recreation: budget reflects completed VSIP payout from two years ago, and new Foster Grandparent grant. Staff will pick up additional responsibilities for Foster Grandparent grant, restructuring Maple Lawn classes to incorporate pre-kindergarten readiness, and inclusion of fireworks display.
- iv. Aquatics: addition of ADA compliant door and upgrading spectator restroom.

Underdahl inquired if services will be reduced in Park Maintenance as a result of staff reduction. Carnagey does not project any changes for this fiscal year. FY 13-14 could see service changes or reductions. Current employees are cross training, learning a diverse skill base to lessen the impact.

The Budget Committee begins meeting in May, and the Commissioners will receive a schedule and are welcome to attend.

Hodney reviewed the positions that have been eliminated over the past two years and the savings impact. Parks & Recreation has been very responsive to the need of the community to reduce expenditures when necessary.

## 6. REPORTS AND UPDATES

Katie Nooshazar described the Foster Grandparent grant program, a volunteer program designed to address the needs of at-risk youth and engage persons 55 and older, particularly those with limited incomes, in volunteer service to Benton and Linn counties. Foster Grandparents are role models and mentors working with youth on a one-to-one basis, helping them learn to read, providing homework assistance and reinforcement of positive character education. Foster Grandparents are assigned to serve local organizations that include faith-based groups, Head Start Centers, public schools, Boys and Girls Clubs and other youth facilities.

#### Oregon Festivals and Events Conference report

Nooshazar reported the Parks & Recreation Department receive an award for the Joan Jett performance at NWAAF as “Best Music Program within a Festival or Event.”

Three Parks & Recreation partners received awards:

“Best Marketing Program for a Festival or Event:” Polio Panda, Albany Rotary Club

“Vendor of the Year:” AmeriGas

“Sponsor of the Year:” International Brotherhood of Electrical Workers

Nooshazar and recreation staff assisted in planning, organization, and execution of conference.

Parks & Recreation has partnered with Oregon Festival and Events Association to present a series of Webinars to staff and local groups at a significantly reduced cost.

7. ANNOUNCEMENTS

American Youth Soccer Organization (AYSO) has named Keith Underdahl “Volunteer of the Area” which encompasses Oregon and Washington. AYSO is a national organization with close to 100 areas.

8. BUSINESS FROM THE COMMISSION:

Nooshazar reported on the “Teen and Tween” forum held on January 26, 2012. Approximately 20 youth attended and provided productive feedback regarding activities for youth in Albany. The next step is to create a youth council and generate a plan for programs they would like to have available in Albany.

9. NEXT MEETING

*The next regularly scheduled meeting is Wednesday, April 4, 2012 at 6:00 p.m.*

10. ADJOURNMENT

The meeting was adjourned at approximately 7:15 p.m.

Respectfully submitted,

Debbie Little, Administrative Assistant

## Capital Projects Report

PROJECT	STATUS	PROJECTED COMPLETION DATE	NOTES
Bike Park	Council has approved the Skate Park as the location for the Bike Park; Task Force is raising funds at this time.	TBD	TBD
Bryant Park BMX bike course replacement	Working to replace a previously constructed, unsanctioned bike jumps course in Bryant Park with a new facility in a more manageable location.	Spring 2012	Map of proposed new bike course received from bike group; working on an agreement with Black Rock Mountain, a non-profit organization to build and operate it.
East Albany Neighborhood Park Acquisition	City Council has elected not to purchase the property at this time. Staff has been directed to negotiate an option to purchase the site at a later date.	TBD	SDC funded
East Thornton Lake Natural Area	<b>COMPLETED</b>	February-12	Pepsi settlement funds, Parks SDC, grant funds, private donations
Eleanor Hackleman Park shelter replacement	<b>COMPLETED</b>	<b>June 2011</b>	Private gifts and grants, City resources
Henderson Park playground replacement	Pending resolution of funding issues.	TBD	Grants, donations, annual appropriations
North Albany Neighborhood Park development	<b>CANCELLED.</b> Project has been reprogrammed as ETLNA. City will attempt to sell all or part of the property donated by original developer.		
Park shelters @ Lexington, Tadena, Gibson Hill parks	Postponed due to budget considerations.	Spring 2012	Park SDCs
Pineway Park playground replacement	Indefinitely suspended due to lack of City funds	TBD	Grants, donations, annual appropriations
Tadena Park Wading Pool	Fundraising group established, with target of \$160,000.	TBD	Private funds
Teloh Calapooia Park playground replacement	<b>COMPLETED</b>	Winter 2010-11	Parks and Rec funds, private gifts and grants
Timber Linn Park soccer field improvements	TENTATIVE--AYSO and City are discussing field enhancements to improve playability.	TBD	AYSO, City in-kind
Timer Ridge School track and soccer field	Project under construction.	2011	Pending GAPS contract for track construction
City gyms	Secure use of GAPS and Albany Boys & Girls Club gyms for City programs. Draft agreements with both entities will be ready for consideration in <b>spring 2012</b> .	2011-2012	Parks SDC revenues, reallocated from YMCA project

## **Albany Youth Advisory Council**

**Overview:** Students in grades 6-12 will represent their peers as resources to the community to advise on the best ways to build developmental assets and programs for youth in Albany. The Youth Advisory Council will help facilitate the development and implementation of programs, services, and activities that are important to youth. The Youth Advisory Council will work with Program Specialist Rose Lacey (541/791-0120) under the oversight of Program Manager Katie Nooshazar (541/917-7764)

**Vision:** The youth of Albany will be empowered partners involved in the community helping provide the experiences youth in Albany want and need.

### **Guiding Principles:**

- Through empowerment young people will learn leadership and problem solving skills.
- Through involvement, young people will serve useful roles in their community helping to create the experiences, programs, services, and activities they want and need..
- Through volunteering, young people provide service to others in the community.

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### **About the AYAC**

Albany Youth Advisory Council's goal is to empower Albany's youth and give them a voice in the community while providing Albany Park and Recreation Department staff with a focus group, sounding board, and partner for implementation of services. The council will be made up of 16 residents of the City of Albany between the ages of 12 and 17. One APRD staff person, two parents, and one foster grandparent will serve as advisors to the group.

### **Member Duties and Responsibilities:**

#### **Attendance:**

Members are expected to attend all meetings of the Youth Advisory Council and the meetings of any committees or subcommittees which they are a member. If a member needs to miss a meeting due to illness or another important event, the member is responsible to notify the staff person in advance whenever possible. Prior notice of an illness, important event, and family emergency shall constitute an excused absence. Members who have 3 unexcused absences may be removed from the Youth Advisory Council.

#### **Values/Code of Conduct:**

Each member of the Youth Advisory Council is expected to conduct himself/herself in line with group values. Group values and the code of conduct will be confirmed at the first regular meeting but may include items such as:

- This Youth Advisory Council's success rests largely on you...members participate fully.
- Members enter into the discussion enthusiastically.
- Members focus on the issue under discussion.
- Members are direct, forthcoming, and not personal in their remarks.
- Members listen when others are talking.
- Members assume the best of each other and are patient with other members.
- Members appreciate differences in each other's point of view.
- Members are prompt and regular in attendance.
- Members work to actively engage others.

**Meetings:** Regular meetings of the Albany Youth Advisory Council will be held monthly and more often as agreed to by a majority of the members. The meeting time and place will be determined by consensus of the membership. One meeting each month shall be open to all youth in the community.

**Training:**

The Youth Advisory Council shall identify training needs and the Meeting Coordinators shall determine how and when specific training will be provided based on the recommendations of the full membership.

**Service to the Community:**

Volunteer service will be encouraged for Youth Advisory Council members as well as in the programs and activities they plan.

**Council Composition:**

The Advisory Council will have up to two representative from each of the following:

- Memorial Middle School
- Calapooia Middle School
- North Albany Middle School
- Timber Ridge School
- Albany Options School
- South Albany High School
- West Albany High School
- Home Schoolers

Additional members will be "at-large".

Youth will apply to be on the Council and will be selected based on their level of commitment and interest with every effort made to select youth from a variety of schools and backgrounds.

Agendas:

Agendas will be set at each monthly meeting for the following month. Final agenda determination of agenda will be at the discretion of the Recreation Specialist.

**Phase 1 Goals:**

- 1 outing per quarter
- 1 community service project per quarter
- 1 event per quarter
- 2 classes per quarter

**Phase 2 Goals:**

- Coordinate to provide advocacy and representation on Citywide commissions.

# Community Meeting Teens/Tweens-1/26/12

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1. Let's brainstorm for a minute all of the services, programs, and activities you think are currently available in Albany? You may not currently participate in them but what ones do you know about that you feel like you/your child/your student have the option to be involved in.

## Trips

- OMSI
- Mall
- Beach
- Camping

## Hobby

- Crafts; crocheting, scrapbooking, knitting.
- Running
- Cooking/baking
- Pool
- Shooting range

## Sports

- Cheer
- Dance
- Gymnastics
- Sports
- Gymnastics

## Clubs

- BGCA
- Book Club
- Chess Club
- A.C.T

## Outdoor Activities

- Boating
- Rafting
- Winter sports; skiing, snowboarding, tubing, snowshoeing.
- Skate Park
- Parks
- Camping
- Hiking

## Leisure Activities

- RR
- Geocaching
- Sleeping
- Working out; school, gyms, home
- Movies
- Library

# Community Meeting Teens/Tweens-1/26/12

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## 2. How do you spend your free time? What kind of activities, clubs, sports, etc. do you current do when you aren't in school?

- TV
- Kindle
- Friends
- Sleepovers
- Video Games
- Computer
- Live Music/Concerts-Portland
- Dance; BGCA

## 3. So what is missing? If you could do anything with your time, or have anything available to you in the community, what would you want? (Sky's the limit)

### Trips

- Beach
- Aquarium Learning Center
- Zero Gravity Chamber
- Ashland-Shakespeare
- Zoo
- Amusement Park

### Classes

- Be a better you; Diet, skin care, organization, dress for your type, fitness
- Early Release/Schools out-discount/classes
- Combined Leadership class
- Jewelry Making
- Garden/Whole Foods Education
- Facilities
- BMX Kid Friendly-Drug Free
- Teen Center; Ping Pong, Study Day, Music, Karaoke, Movies, Homework Hotline.
- Ice Skating/Roller
- Bigger/Better Mall; Hangout spot, different stores
- Water Park-Older Ages; like otter beach
- Drive-In Movie

- Indoor Park
- Pool Tables

### Events

- Treasure Hunt
- Open Mic
- Flashmobs (Park/Mall)
- Relay Race; Teams from all schools
- Geocaching
- Board game tournament
- Youth Convention
- Parade

### Misc

- 4G
- Free Wi-Fi
- Bring your pet to school day
- Bring your parent to school day
- Clothing exchange; Teens for Jeans
- Drumming circle
- Roller Derby

### Service Learning

- Mentor program; foster kids, younger kids, older kids
- Shadow city officials

# Community Meeting Teens/Tweens-1/26/12

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4. Spend a few minutes brainstorming the activities, programs, classes, services, events, trips, etc. would you like see offered?

## Classes

- Dance/Cheer Class
- Ballroom/Swing Dance
- Cooking Classes
- Animation
- Henna

## Events

- Arcade
- Video Game Tournament
- Team Competition
- Amazing Race

## Service Learning

- Community Volunteer Corps; Humane Society, Habitat
- Repaint/Repair Parks; Adopt-a-park
- Building Things/Skill Building

## Misc.

- Paddle Boats
- Gardens at School
- Rent Out Movies
- Reptiles/Exotic Animals

5. What are some obstacles get in the way of you not participating in these kinds of programs or extracurricular activities?

- Expense
- Distance
- Transportation
- Weather
- Time
- Age Group Appropriate
- Beginning Classes for teens/tweens
- Intro to Sports
- Transport from NA to other areas of town
- Something besides BGCA
- Transport from more than once spot for trips
- Meeting before for parents (for trips)- Orientation/Itinerary

6. What time of day or day of week should activities and programs be offered?

- After 6pm
- Sundays
- Summer

7. What is the best way to let you know what is going on? How should we publicize what we do?

- Twitter
- Facebook
- School Announcements
- Mass Text
- School Website
- Emails from Schools
- Website Page
- APP

## Community Meeting Teens/Tweens-1/26/12

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8. Would you be willing to serve on a youth council? How often would we have meetings?, How many people would be on the council?, Who? Teens/tweens and adults?, when should it be get it started?

- No Parents
- Meetings in evenings after sports
- Choose level of commitment

9. Questions, Comments, Next steps?

- Fundraising
- Increase Understanding/Decreasing fear
- Fun In the Park for older kids
- Shorter Triathalon
- Leadership Mentoring
- Sculptures/Art/Displays
- Get the 2 high schools together more often

10. Trip Ideas

- Ski Bus
- Roller Rink
- Sky High
- Malls
- Historical City Tours
- Zoo-Behind the Gates
- Help Special Needs Kids
- Networking Opportunities
- High Rock Swimming
- Zip Lines
- Hiking Trips/Other on early release
- Coast-Shopping; boarding/surfing
- Concerts/plays
- Indoor water parks; Splash
- Evergreen Aviation
- Ropes Course
- Fitness/Gyms
- Rock Climbing
- Rafting/Canoe/Kayak
- Drawing Classes
- Open Studio Tours-Artists