



**PARKS AND RECREATION ADVISORY COMMITTEE AGENDA**  
**Wednesday, January 04, 2023 - 5:30 PM**  
**Council Chambers - 169 SW Coast Highway, Newport, Oregon 97365**

---

All public meetings of the City of Newport will be held in the City Council Chambers of the Newport City Hall, 169 SW Coast Highway, Newport. The meeting location is accessible to persons with disabilities. A request for an interpreter, or for other accommodations, should be made at least 48 hours in advance of the meeting to Erik Glover, City Recorder at 541.574.0613, or [e.glover@newportoregon.gov](mailto:e.glover@newportoregon.gov).

All meetings are live-streamed at <https://newportoregon.gov>, and broadcast on Charter Channel 190. Anyone wishing to provide written public comment should send the comment to [publiccomment@newportoregon.gov](mailto:publiccomment@newportoregon.gov). Public comment must be received four hours prior to a scheduled meeting. For example, if a meeting is to be held at 3:00 P.M., the deadline to submit written comment is 11:00 A.M. If a meeting is scheduled to occur before noon, the written comment must be submitted by 5:00 P.M. the previous day. To provide virtual public comment during a city meeting, a request must be made to the meeting staff at least 24 hours prior to the start of the meeting. This provision applies only to public comment and presenters outside the area and/or unable to physically attend an in person meeting.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

---

**1. CALL TO ORDER/ROLL CALL**

**2. ADDITIONS/DELETIONS TO AGENDA**

**3. APPROVAL OF MINUTES**

**3.A November 22, 2022 Minutes**  
[Minutes 11-22-22 DRAFT.pdf](#)

**4. DISCUSSION ITEMS**

**4.A Committee Officer Elections (5 minutes)**

**4.B Review of Committee Charge (10 minutes)**  
[CommitteeCharge - FINAL 2023.pdf](#)

**4.C Review FY23-24 Committee Goals (20 minutes)**  
[P&R Committee Goals FY2023-24\\_DRAFT.pdf](#)

**4.D Review FY23-24 Committee Calendar (20 minutes)**  
[2023calendar.pdf](#)

**4.E Meet and Update Report from Sports Program Coordinator - Zach Koprowski (15 minutes)**

**5. DIRECTOR'S REPORT**

**5.A November 2022 Department Report**  
[P&R\\_November 2022.pdf](#)

**6. PUBLIC COMMENT**

**7. COMMITTEE COMMENTS**

**8. DEVELOP NEXT AGENDA**

**9. ESTABLISH NEXT MEETING DATE**

**10. ADJOURNMENT**

## 11. GOALS

*The Parks and Recreation Advisory Committee supports the mission of the Parks and Recreation Department, which is "...to help meet the recreation needs of residents and guests by providing quality facilities, trails, fields and open space. We strive to offer a variety of activities and environments that allow for personal, social, and economic benefits open to all people. Our goal is to provide leadership and coordination on projects and programs that enhance the livability and quality of life in Newport."*

### A. Ongoing Goals

- *Serve as the city's Tree Board, which will "...approve or deny requests for public tree removal pursuant to Chapter 9.10 (Right-of-Way-Permits) and with the responsibility to study, investigate, develop Newport Municipal Code Index Page 22 and periodically update a written manual for the care, preservation, pruning, planting, replanting, removal and disposition of trees and plantings in parks, along public streets, and in other public places." (Newport Municipal Code 2.05.040; see the rest of the ordinance for other Tree Board-related duties.)*
- *Assist with Tree City and Bee City USA annual recertification and related activities such as the Arbor Day celebration*

### B. Goals for FY 2020-2021

- *Support implementation of the Parks Master Plan*
- *Develop list of feasible short-term projects based on the PMP Tier One project list (note: supports City Council goal 20.B.4)*
- *Develop advocacy plan for those projects*
- *Develop and implement a protocol for tracking implementation of the Parks Master Plan*
- *Complete a memorial bench policy for the City of Newport*
- *Work with City staff to revitalize the Parks and Recreation Foundation (note: supports City Council goal 20.B.6)*
- *Partner with the Foundation to identify potential grant sources*
- *Work with the Foundation to identify priority projects that need grant funding and match those with potential sources of grant funds*
- *Work with City staff to identify processes for grant writing*
- *Support and advocate for projects and activities that bolster diversity, equity and inclusion in all Parks and Recreation programs and initiatives*
- *Develop process for undertaking review of department programs with staff*
- *Meet once a year with the advisory committee of the Newport 60+ Center on issues of joint concern*
- *Meet once a year with the city Bike - Ped committee on issues of joint concern*

- *Develop an integrated trail system, accommodating multiple uses, that connects neighborhoods, visitor destinations, open spaces, and natural areas.*
- *Identify priorities from the Parks and Recreation Master Plan for implementation*
- *Establish a foundation to support City parks and recreation programs*
- *Pursue the mountain bike collaborative agreement to develop trails with the NEWTS*

*C. 2-5 Year Goals*

- *Enhance Tree City USA program and activities to qualify for a TCUSA growth award*
- *Explore options for funding outlined in PMP like establishing a parks district etc.; make recommendation to City Council*

*D. Projects generally supported by the committee for which further planning is needed*

- *Develop a forest/open space management plan*
- *Support and promote a safe pedestrian bridge across Yaquina Bay*
- *Support a Newport trail connection to the C2C trail*
- *Improve and promote fishing opportunities at Big Creek Reservoir*



November 22, 2022  
5:34pm  
Newport, Oregon

## **Newport Parks and Recreation Committee Meeting**

The Newport Parks and Recreation Committee met on the above date and time in the Council Chambers of Newport City Hall.

On roll call, Nancy Steinberg, Charles Mitchell, Cheryl Brown, Charles Brown, Al Gilhuly, Brian Norris, Nyla Jebousek, Shelly Moore (left meeting @ 6:54pm), and councilmember CM Hall were present.

Steinberg introduced the two new committee members Charlie Brown and Nyla Jebousek. The current committee members and councilmember CM Hall introduced themselves.

Staff in attendance was Mike Cavanaugh, Parks and Recreation Director.

### **ADDITIONS/DELETIONS TO AGENDA**

None.

### **ACTION ITEMS**

**Approval of Minutes:** September 27, 2022

**MOTION** was made by Gilhuly, seconded by Mitchell, to approve the minutes of the September 27 meeting. The motion carried in a voice vote.

### **DISCUSSION ITEMS**

#### **Park Master Plan Summary Report**

Steinberg provided a memo reviewing the status of the Parks Master Plan, noting that some projects are suspended or substantially changed for various reasons, including the Agate Beach Wayside Multi-Use Field, the Improved Beach Access at Jump-Off Joe and Community Gardens and Trails at the Newport Municipal Airport.

Steinberg also reviewed the projects that were in progress or had been completed including: 13<sup>th</sup> and Spring Street - Restored Beach Access on Public Access on Public Land, Agate Beach Neighborhood and Dog Park Improvements, Betty Wheeler

Memorial Field Improvements, Frank Wade Park Improvements, Big Creek Reservoir Trail System, Chestnut Street Open Space and Trail, Agate Beach Neighborhood and Ernest Block Wayside Trail Connection, Coast Park Improvements, and Wilder Dog Park Improvements.

Steinberg said the top priority projects for completion include the south Beach Marina Non-Motorized Boat Launch and Access Improvements, Ocean to Bay Trail Improvements and Pollinator Habitat Restoration on 101. All of these projects are supported by the city council.

Suggested projects include: Nye Beach Turnaround - Universal Beach Access and North Newport Neighborhood Park.

The committee discussed the Universal Beach Access project, including the addition of a beach wheelchair for public use and the elements of that project.

### **Fiscal Year 2022-2023 Goal Review**

The committee reviewed the goals and objectives for FY22-23 and Cavanaugh noted that he would be updating them to reflect which ones had been completed or are in progress.

1. *Monitor and support implementation of the parks Master Plan.*  
Cavanaugh noted that this goal is ongoing.

2. *Revitalize the Parks and Recreation Foundation and Identify Funding Sources.*  
Cavanaugh noted that the first part of the goal has been achieved, and the funding sources search is ongoing. Steinberg added that she would like the committee to work closely with the Foundation.

3. *Develop a diversity, equity and inclusion plan for the committee.*  
The committee discussed the goal of DEI plans for the city, department, and the committee. Hall mentioned that the city council had discussed the conference they had attended which included an all-day DEI session. Moore noted that the LCSD had just gone through an entire development of a DEI plan and she would share it with the committee. Steinberg asked if the Department would be developing their own plan. Cavanaugh stated that staff members were attending various trainings as they were available and he hoped to put together a DEI committee.

4. *Coordinate with other committees on items of mutual interest.*  
Steinberg stated that they had met with the Bike-Ped committee, and they would be meeting again. She added that she would like to meet with additional committees.

5. *Upgrade the City's Tree City USA activities and ensure the committee is prepared in its role as the City's Tree Board.*

Jebousek asked if there was a budget associated with the Tree City USA status. Cavanaugh noted that there was not a specific budget, that achieving a Tree City USA award was attained through various tasks the Parks Maintenance crew performed throughout the year. Jebousek noted that ivy was killing trees on public property and wondered if there was some kind of summer youth program where kids could be hired to remove the ivy? Cavanaugh stated that there were no department funds for this, and he wasn't sure a volunteer group would work. Jebousek wondered if Angel Job Corp could

do the job as they have done similar jobs in the area. Cavanaugh noted that the department did not have the resources or staff to work on the ivy problem.

*6. Explore ways the committee and the department can better support the City's 60+ community.*

Steinberg noted that the committee had met with Sonia Graham, 60+ Center Coordinator, last year, and suggested they meet again. Cavanaugh added that they had not had any joint committee meetings with the 60+ committee and they should schedule one of those soon.

*7. Review department's new business plan and support its implementation.*

Steinberg noted that the committee had supported the development and completion of the plan and she would like to see that someone tracks all of the objectives that are listed in the plan just as they do for the Parks Master Plan.

**Discussion about Fiscal Year 2023-2024 Goal Setting**

Cavanaugh suggested that he and Steinberg meet to work on setting goals for FY23/24 and then bring them to the committee for discussion.

**Director's Report**

Cavanaugh reviewed the September monthly Department report (attached.)

**PUBLIC COMMENTS**

None

**COMMITTEE COMMENTS**

None

**Develop Next Agenda**

Goal setting FY23-24

**Establish Next Meeting Date**

The next meeting is tentatively scheduled for December 7 @ 5:30pm.

**Adjournment**

Having no further business, the meeting adjourned at 7:27pm

# City of Newport

## Parks and Recreation Advisory Committee

### Charge to the Committee/MISSION STATEMENT

January 2023

The Parks and Recreation Advisory Committee for the City of Newport is a group of citizen volunteers appointed by the mayor, and confirmed by the City Council, to two-year terms. The committee consists of 11 members; a Chair and Vice-Chair are chosen from among those members.

The committee's charge is to support the mission of the Parks and Recreation Department, which is "...to help meet the recreation needs of residents and guests by providing quality facilities, trails, fields and open space. We strive to offer a variety of activities and environments that allow for personal, social, and economic benefits open to all people. Our goal is to provide leadership and coordination on projects and programs that enhance the livability and quality of life in Newport."

The committee's responsibilities include, but are not limited to:

- "[Making] recommendations to the City Council concerning parks, recreation center, recreation programs, and swimming pool. Recommendations may include the acquisition, development, use, operation, and disposition of parks, facilities, rules, regulations, and programming" (Newport Municipal Code 2.05.040).
- Developing proposed ordinances and rules for use of parks properties for recommendation to the City Council.
- Serving as the city's Tree Board, which will "...periodically update a written plan for the care, preservation, pruning, planting, replanting, removal and disposition of trees in parks, along public streets, and in other public places" (Newport Municipal Code 2.05.040).
- Offering citizen perspectives on needs and desires ("visioning") with respect to parks, recreation center, and programs, including but not limited to city beautification opportunities, interconnectivity of neighborhoods via non-motorized trails, educational programming, etc.
- Responding to requests from the city council or city administration regarding policy issues relevant to parks and recreational facilities and programs.
- Accepting public comment on issues relevant to parks and related city facilities, recreation center, and recreation programming; issuing recommendations to city staff as appropriate on these issues; and transmitting major recommendations to the City Council.



- Volunteering, when possible, to assist in large-scale departmental initiatives and projects. These duties could include staffing events such as races and Rec Center shows, writing grants, assisting in other fundraising, and other projects.
- Assisting departmental staff in developing annual, multi-year, and ongoing departmental goals, including updates to the Parks Master Plan, and providing endorsement of those goals prior to submittal to the City Council.
- Monitoring departmental progress toward achieving its stated goals (short, medium, and long-term) by receiving periodic updates and providing feedback and recommendations as needed.
- Serving as ambassadors to the community on parks and recreation issues by being well informed on important issues, serving as advocates for departmental initiatives, and referring questions and issues to staff as appropriate.

**Parks and Recreation Advisory Committee**  
**Goals Fiscal Year 2023-2024**  
**DRAFT**

<b>SUMMARY TABLE</b>			
Goal #	Goal	Goal Type	Committee Lead
1	Monitor and support implementation of the Parks Master Plan.	Ongoing	Nancy
2	Work with the Parks and Recreation Foundation to secure funding for priority projects.	Ongoing	
3	Increase the committee's understanding of DEI issues in a Parks & Recreation context.	Ongoing	
4	Coordinate with other committees on items of mutual interest.	Ongoing	Nancy
5	Ensure the committee is prepared in its role as the City's Tree Board and evaluate other potential Tree Board models.	Ongoing	
6	Explore ways the committee and the department can better support the City's 60+ community.	Ongoing	
7	Monitor and support implementation of department's business plan.	Ongoing	Cheryl
8	Provide input on department's programs and events.	FY 23-24	
9	Support priority urban forestry initiatives and ensure the initiatives are incorporated with the Tree City USA program.	2-5 years	
10	Work with city staff & council to develop a plan for ADA beach access in the city.	2-5 years	

# Parks and Recreation Advisory Committee

## Goals Fiscal Year 2023-2024

### DRAFT

GOALS AND OBJECTIVES			
GOAL #	GOAL	OBJECTIVES	GOAL TYPE
1	Monitor and support implementation of the Parks Master Plan.	<ul style="list-style-type: none"> <li>Liaison(s) provide updates to committee and council once per year</li> <li>Work with city staff and parks foundation to identify funding sources for focus project(s)</li> <li>Follow up as necessary on projects recommended in previous fiscal years: completion of Ocean to Bay Trail signage, South Beach Marina Non-Motorized Boat Launch &amp; Access Improvements, North Newport Neighborhood Park</li> <li>Determine 1-3 "focus projects" for which the committee will undertake advocacy and identify funding avenues</li> <li>Appropriate committee liaison(s) meet with city planner and parks director 1-2 times to review tracking spreadsheet to determine progress on PMP projects</li> </ul>	Ongoing
2	Work with the Parks and Recreation Foundation to secure funding for priority projects.	<ul style="list-style-type: none"> <li>Working with staff, identify priority projects for external funding; make those recommendations to Foundation</li> <li>Work with City staff to identify processes for grant writing</li> <li>Partner with the Foundation to identify potential sources of funds, including charitable gifts, fundraising events, and grants</li> </ul>	Ongoing
3	Increase the committee's understanding of DEI issues in a Parks & Recreation context.	<ul style="list-style-type: none"> <li>Review existing committee DEI plan</li> <li>Identify a DEI training that would be appropriate for the committee; schedule one monthly meeting as a DEI training day</li> </ul>	Ongoing

# Parks and Recreation Advisory Committee

## Goals Fiscal Year 2023-2024

### DRAFT

		<ul style="list-style-type: none"> <li>• Provide feedback to City staff in development of the departmental DEI Plan</li> <li>• Diversify committee membership as seats open up on the committee</li> <li>• Explore coordination with the Lincoln County Coastal Equity and Inclusion Committee on furthering DEI goals for the committee, possibly including DEI training.</li> <li>• Either via agenda items of the full committee or an ad hoc subcommittee, explore additional steps the committee might take, including potential trainings and review and evaluation of departmental policies and procedures.</li> </ul>	
4	Coordinate with other committees on items of mutual interest.	<ul style="list-style-type: none"> <li>• Meet once a year with the advisory committee of the Bicycle and Pedestrian on issues of joint concern</li> <li>• Determine if similar coordination should be taking place with other city committees and develop plans for supporting their work via advocacy or other means. Possibilities include NEWTS, SOLV, CCSA, community garden advocates, the Lincoln County Coastal Equity and Inclusion Committee and others.</li> <li>• Develop two to four 1-3 committee agendas inviting representatives of priority groups identified above to meet and discuss items of mutual interest.</li> </ul>	Ongoing
5	Ensure the committee is prepared in its role as the City's Tree Board and evaluate other potential Tree Board models.	<ul style="list-style-type: none"> <li>• Work with staff to hold an Arbor Day celebration and tree planting in the spring</li> <li>• Hold a training on Tree Board responsibilities and procedures</li> <li>• Work with city staff to identify and evaluate Tree Board models</li> </ul>	Ongoing

# Parks and Recreation Advisory Committee

## Goals Fiscal Year 2023-2024

### DRAFT

6	Explore ways the committee and the department can better support the City's 60+ community.	<ul style="list-style-type: none"> <li>• Invite 60+ Center coordinator to join Parks &amp; Recreation Committee meetings at least quarterly in order to ensure the committee and the department are meeting the needs of this segment of the community.</li> <li>• Working with the 60+ Center and board, solicit additional feedback from the 60+ community on how we can better serve their needs via a survey.</li> </ul>	Ongoing
7	Monitor and support implementation of department's business plan.	<ul style="list-style-type: none"> <li>• Hold one meeting at which the committee is briefed on the new business plan.</li> <li>• Appoint committee liaison(s) to meet 1x/year with staff to review plan implementation</li> <li>• Prioritize 1-3 items from the plan to advocate for</li> <li>• Review recommendations in the plan related to reducing departmental reliance on the City's general fund and, with staff and city council, propose a plan for moving ahead.</li> </ul>	Ongoing
8	Provide input on department's programs and events.	<ul style="list-style-type: none"> <li>• Schedule one agenda item in which staff provide an overview of department's programs and events</li> <li>• Brainstorm changes/ additions/ recommendations</li> <li>• Assign committee members to work with staff on implementing new ideas, as appropriate</li> </ul>	FY 23-24
9	Support priority urban forestry initiatives and ensure the initiatives are incorporated with the Tree City USA program.	<ul style="list-style-type: none"> <li>• Support efforts to gain urban forestry expertise in the city to undertake critical projects such as conducting a tree inventory for the city and developing an urban forestry plan.</li> <li>• Determine process for funding and conducting a tree inventory, working with the P/R Foundation and city staff</li> </ul>	2-5 years

# Parks and Recreation Advisory Committee

## Goals Fiscal Year 2023-2024

### DRAFT

		<ul style="list-style-type: none"><li>• Evaluate feasibility (including funding and process) for undertaking a pilot invasive species removal project in Forest Park</li></ul>	
10	Work with city staff & council to develop a plan for ADA beach access in the city.	<ul style="list-style-type: none"><li>• Submit recommendation to City Council to prioritize this project for the coming year</li><li>• Staff to consult with other city personnel to determine obstacles and work already underway on this project</li><li>• Gather background on types of chairs and lifts that could be used at the Nye Beach site</li><li>• Convene work group of interested parties to discuss plan</li><li>• Develop alternative scenarios and budgets for each</li><li>• Work with Foundation and city grant writer to write grants for project, as appropriate</li></ul>	2-5 years

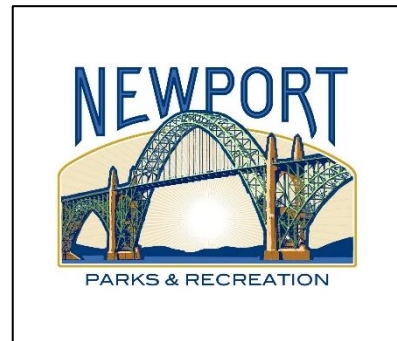
DRAFT

## Parks & Rec Advisory Committee, 2023 calendar

<p><b>January</b></p> <ul style="list-style-type: none"> <li>• Vote on officers and review charge to committee</li> <li>• Review goals &amp; calendar for the year</li> <li>• Choose leads for each goal?</li> <li>• Report/meet &amp; greet with sports coordinator</li> </ul>	<p><b>February</b></p> <ul style="list-style-type: none"> <li>• Brainstorm session on other groups to invite in/collaborate with for the rest of the year</li> <li>• Review status of ADA project</li> <li>• IPM Plan update</li> <li>• Vision 2040 update</li> </ul>	<p><b>March</b></p> <ul style="list-style-type: none"> <li>• Report/meet &amp; greet/planning with 60+ center supervisor</li> <li>• Review DEI plan and decide next steps</li> </ul>	<p><b>April</b></p> <ul style="list-style-type: none"> <li>• Review status of urban forestry projects (invasive removal and tree inventory)</li> <li>• Discuss which other groups/stakeholders we should meet with (like 60+ and Bike/Ped, Friends, etc)</li> <li>• Review options in business plan for funding; make recommendations</li> </ul>
<p><b>May</b></p> <ul style="list-style-type: none"> <li>• Briefing on events &amp; programs, brainstorm session on further recommendations</li> <li>• Report/meet &amp; greet with aquatic center director</li> </ul>	<p><b>June</b></p> <ul style="list-style-type: none"> <li>• Update from 60+ Advisory chair and 60+ supervisor; discussion of items of mutual interest</li> <li>• Update on P/R Dep't DEI plan</li> </ul>	<p><b>July – may not meet</b></p> <ul style="list-style-type: none"> <li>• Report/meet &amp; greet with parks maintenance supervisor? If no meeting move to Sept.</li> </ul>	<p><b>August</b></p> <ul style="list-style-type: none"> <li>• Joint meeting with Bike/Ped (at their meeting)</li> <li>• Brainstorm session on other groups to invite in/collaborate with</li> </ul>
<p><b>September</b></p> <ul style="list-style-type: none"> <li>• Update from PMP review and discussion of advocacy projects for the year</li> <li>• If no July meeting report/meet &amp; greet with parks maintenance supervisor</li> <li>• Summary report of joint Bike/Ped meeting</li> </ul>	<p><b>October</b></p> <ul style="list-style-type: none"> <li>• Update on business plan &amp; brainstorm advocacy and recommendations to make to Council</li> <li>• Report/meet &amp; greet with Rec Center director</li> </ul>	<p><b>November</b></p> <ul style="list-style-type: none"> <li>• Review of goals and goal-setting</li> <li>• Review who is renewing their membership</li> </ul>	<p><b>December</b></p> <ul style="list-style-type: none"> <li>• Update on goals</li> <li>• Other loose ends</li> </ul>

# Memo

To: Spencer Nebel, City Manager  
From: Mike Cavanaugh, Director  
Date: December 19, 2022  
Subject: Parks & Recreation Monthly Report – November 2022



## Sports Division – Zach Koprowski

### Youth Basketball

Basketball registrations have closed with the numbers rounding out to 17 teams and nearly 170 participants! With the first week of practices nearly completed the Rec Center has been busy and the excitement for the season is palpable. As one of our main events in the sports department it is exciting to see the community come together to support the children. With about half the teams already sponsored we look forward to expanding our connection with the community in Newport.

### Volleyball Academy

The assessments are slated to happen January 6<sup>th</sup> led by Megan Smallwood, the Newport High School Volleyball coach. The academy will take place on Fridays and is a combination of affordability and experience for our community.

### In the Works: Newsletter

In an effort to recognize our community partners and highlight the accomplishment of our basketball participants we are working on launching a newsletter highlighting players of the week, and community athletic events. This is geared to building a competitive culture for our programs that cultivates an environment of hard work, fun and acknowledgment of accomplishments over the season.





**Park Maintenance Division – Scott Bernards / Anita Albrecht**

No Report

**60+ Activity Center – Sonia Graham**

- 60+ Advisory Committee – Committee voted to invite applicants Brenda Starr and Steve Lovas to join the committee. With City Council approval of both applicants, this will make a full committee with 7 members.
- Newport Senior Citizens Activity Association annual meeting with about 25 attendees.
- Successful Community Thanksgiving meal. Partnered with Salvation Army. Leadership Lincoln committee helped organize. Waldport 4-H and Girl Scouts serve meals. High School Interact, Leadership, and Junior Optimists clubs volunteered, served meals, made centerpieces. Chalet donated 25 pies. Turkeys donated by Grocery Outlet, FredMeyer, and JC Market Thriftway.
  - 74 silent auction items obtained.
  - Friends of the 60+ Center and the Senior Association (NSCAA) each donated \$500.00 for the meal.
- Attended virtual LERN conference for Certified Program Planner certificate.
- Attended full day Recreation planning meeting

Meetings

11/16	NSCAA annual meeting
11/20	Community Thanksgiving meal
11/28	60+ Activity Center Advisory Committee
11/29	PAR Planning meeting

Number of Programs Offered:

Total Programs – 31

Senior Fitness – 9

Senior Social Programs – 13

Senior Educational Programs – 9

General Revenue Generated: \$ 2,122.05

Total YTD: \$ 9,962.45

Highlights for the month:

- After a hiatus, the 60+ Activity Center was pleased to be able to hold a FREE Community Thanksgiving Dinner on Sunday, November 20. Dozens of volunteers served approximately 250 Thanksgiving meals in conjunction with the Salvation Army and members of Leadership

Lincoln. The outpouring from the community to come together to support and enjoy this community event was overwhelming. Thank you to the many organizations and individuals who volunteered their time, money, items for the successful silent auction, and more.

- On consecutive Thursdays, November 3 and 10, volunteer instructor Barbara Bush presented “Before End of Life: A Road Map,” providing attendees with information on property decisions, material goods, executor duties, celebrations, ways to get family involved with positivity....and many more topics.
- The Newport Senior Citizens Activity Association held its annual meeting on Wednesday, November 16. Volunteer instructors shared about their particular involvement with the 60+ Activity Center, inviting attendees to join the fun.
- Bryn McCornack is once again leading Walk with Ease, a free 6-week gentle walking program designed to reduce pain, build confidence in being physically active, and to improve overall health. The class is meeting both via Zoom and in-person on Tuesdays and Thursdays.
- Two very informative presentations were held during the month of November: Living with Diabetes, Tuesday, November 15, and Medicare, on Friday, November 18.
- Social Ballroom Dancing was added to the Monday activity schedule. Instructor Bonnie Prater teaches simple steps that can be quickly learned (no homework required) and practiced by participants at all activity levels, including dance steps for the Waltz, the Fox Trot, Rumba, etc.
- Happy shoppers climbed aboard the 60+ Adventure Van on Saturday, November 5, for a fun trip to the downtown mall area of Salem.

### Meetings

11/16/22 NSCAA (Senior Association) Annual Meeting  
 11/28/22 Advisory Board Meeting

<b>Volunteer Hours:</b>		<b>YTD</b>
Fitness:	8 volunteers – 65.00 hours	275.00
Educational:	9 volunteers – 23.50 hours	123.75
Social:	8 volunteers – 89.25 hours	537.75
Office:	1 volunteer – 10.50 hours	163.75
Gift Shop/Lounge:	4 volunteers – 198.50 hours	1152.75
Transportation:	1 volunteer – 15.00 hours	80.20
Advisory Board:	4 volunteers – 8.00 hours	21.00
Friends:	0 volunteers – 0.00 hours	11.50
Senior Association:	2 volunteers – 6.00 hours	19.00
Advisory Wk. groups:	1 volunteer – 11.00 hours	58.50
60+ Bryn	1 volunteer – 39.50 hours	164.50

**TOTAL VOLUNTEERS: 39**  
**MOW Volunteers Hours: 300**  
**Dining Room Meals: 239**  
**Home Delivery: 1433**

<b>Marketing PSA's:</b>	<b>YTD</b>	
Regular PSA's Submitted:	5	29
Regular PSA's Published:	5	28

### **Aquatic Center – Keeley Naughton**

- Interviewed 3 candidates for lifeguard positions at various times throughout the month. Charlotte Gardner, a former lifeguard, was offered a position and accepted. We are excited to have Charlotte back on staff at the pool. Shayna Swanson was also offered a position and accepted.
- Participated in a phone screening for the Assistant Aquatic Supervisor position (11/2).
- Attended a StarGuard Instructor Development Course in Eugene, OR (11/5-11/6).
- Facilitated a staff meeting/in-service training. Staff practiced CPR, first aid, and extrication (11/12).
- Attended the LERN Virtual Conference (11/14-11/17).
- Attended a webinar through the Association of Aquatics Professionals. The topic of the webinar was creating safe LGBTQ+ aquatic spaces (11/16).
- Attended a meeting with Newport High School and Toledo High School representatives to discuss swim team use of the pool (11/16).
- Attended a meeting with other Parks and Recreation staff to set goals for fiscal year 23-24 (11/29).
- Submitted a grant to the Siletz Tribal Charitable Contribution Fund to assist with funding the costs of installing UV systems for our pools. We previously applied for a grant through STCCF and were not awarded the grant. I revised the grant application and resubmitted during this new quarter.

### Programs

#### *Swim Lessons:*

- Group Swim Lessons: 33 participants
- Private Swim Lessons: 27 participants

#### *Water Exercise Classes:*

- Boot Camp (taught by Rebecka Lakeman)- Averaging 12 participants per class
- Water Aerobics (taught by Rebecka Lakeman)- Averaging 8 participants per class
- Aqua Interval (Rec Center class taught by Brenda Luntzel)- Averaging 11 participants per class

- Deep Water Exercise (Rec Center class taught by Brenda Luntzel)- Averaging 20 participants per class

### Rentals

- Cross Country Team (11/2)
- Hillsboro Swim Team (11/10, 11/11, 11/12)
- Angell Job Corps (11/18)
- Cross Country Team (11/30)

### Facility

- Robert Lloyd Sheet Metal came out on 11/7 to fix an issue with the HVAC system. The exhaust fan was not functioning properly in the women’s locker room, which was causing the locker room to be more humid than usual.
- American Leak Detection completed a routine inspection of the lap pool on 11/7. They found no leaks.
- Blue Water Pool and Spa repaired a plumbing leak in the mechanical room.

### Staffing Update

We are finally getting closer to being fully staffed. We have 10 lifeguard positions filled, and both of our instructor positions filled. We are still short three part-time lifeguard positions and one full-time Assistant Aquatic Supervisor position.



*CPR practice at in-service training*



*Swim lessons*

### **Recreation Center – Judy Mayhew**

Approximately 12,912 people entered the Recreation Center in November, up from 9,658 in 2021.

Jenni Remillard, our Recreation Program Specialist, attended the Oregon Recreation and Park Association Conference in Sunriver. Jenni’s presentation of two sessions at the conference granted her attendance to the entire conference at no charge.

Recruitment continues for the two Rec Leader positions that are vacant, and with the departure of Kimberly Perry, we are once again in need of two Building Attendants. Kimberly is leaving for a full-time benefitted position with OSU. We are happy to welcome Josh McAvoy as our newest Building Attendant, giving us three of the necessary five staff.

The Recreation Center was closed in observance of Veteran's Day on November 11.

Several staff members attended the LERN (Learning Resources Network) conference webinars beginning November 14. Through this, two of our staff, Trish Cadwell and Jenni Remillard, were awarded their Certified Professional Planners designation. This will assist the department in the areas of marketing, fee structure and more.

The First Step program held its first walk and group session in November. Although it had low participation, we expect the activity to grow.

The Recreation Center was closed on November 24 & 25 for Thanksgiving.

There were no non-school days in November, including Thanksgiving week. Local schools no longer take the entire week off for Thanksgiving.

Aquatics Supervisor Keely and I performed a phone interview with a candidate for the Assistant Aquatic Supervisor position. We did not proceed in the hiring process with this candidate.

Our annual art show was held on November 12, with 79 vendors, using both the small and large gyms for the first time. It was a good turn-out and several sellers requested that we add a spring show this year.



*Fall Art Show*