



# PLAYEAST!

East County Recreation

## BOARD AGENDA

**Tuesday, October 4, 2022**

**6:00-7:30 PM**

**Fairview City Hall, Council Chambers**

1300 NE Village Street

Fairview, OR 97024

**Board Expected to Attend:**

Darren Riordan (Chair), Mike Abbaté, Patricia Smith, Tom Miles, Dr. Danna Diaz, Jenni Weber, John Miner

**Staff Expected to Attend:**

Philip Morley, Greg Dirks, Jairo Rios-Campos

Time	Topic	Person	Notes
6:00	Welcome Call to Order Roll Call	Chair	
6:05	Adopt September Minutes	Chair	HANDOUT 1
6:10	TOP Soccer	Joslynn Bigelow	
6:30	5K	Rios-Campos	
6:45	Fall programs	Rios-Campos	HANDOUT 2
7:00	Strategy for more instructors	Rios-Campos	HANDOUT 3
7:30	Adjourn	Chair	

**Next Meeting:** Tuesday, November 1<sup>st</sup>, 2022, 6pm Fairview City Hall

PlayEast! Board meetings are streamed live via the City of Fairview's YouTube Channel at <https://www.youtube.com/channel/UC7DNUED9CfHMnm0lkrFnPg>

Citizens wishing to speak remotely on an agenda item during the meeting must complete the [Meeting Request Form](#) or contact the Recreation Program Manager at [rios-camposj@ci.fairview.or.us](mailto:rios-camposj@ci.fairview.or.us) or 503-674-6202 no later than 24 hours prior to the meeting so accommodations may be made.

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting to the [Recreation Program Manager](#), 503-674-6202.



**PLAY EAST!**  
East County Recreation

# Board Handout

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**Tuesday, September 6, 2022  
6-7:30 PM  
Fairview City Hall, Heslin Room**

**BOARD PRESENT:**

Darren Riordan, Chair Fairview City Councilor  
Mike Abbaté, Vice Chair Fairview Resident  
John Miner, Wood Village City Councilor  
Jenni Weber, Fairview Resident

**BOARD ABSENT:**

Tom Miles, Wood Village Resident  
Patricia Smith, Wood Village Resident  
Danna Diaz, Reynolds School District

**STAFF PRESENT:**

Jairo Rios-Campos, Program Manager  
Greg Dirks, Wood Village City Manager

**STAFF ABSENT:**

Philip Morley, Fairview City Manager

- 1. Call to order:** Chair Riordan called the meeting to order at 6:15pm.  
Councilor Miner was introduced as the new Wood Village Council representative
- 2. Minutes for August 2022:** Abbate motions; Weber second. Minutes pass

**3. Summer Final Numbers:**

Staff shared final numbers for summer programming regarding registration and revenue. Rios-Campos mentions an increase in registration from previous meeting. Final number for registration is 169 registered participants for the summer.

Rios-Campos shared registration revenue was doubled from previous year.

Discussion amongst the board on increase in revenue as well as in expenses. Rios-Campos shares this summer the program offered more camps than in previous years. Also sharing the most popular camps had the highest registration fee.

Miner asked if camps were a great revenue source. Rios-Campos replies they have been the last two years.

Rios-Campos shares staff see camps as an opportunity for increase registrations and revenue.

Abbate shared the program main focus is providing opportunities for youth in recreation at an affordable rate and the board encourages awarding scholarships to participate.

Rios-Campos states staff has made it a priority to ensure all programs are affordable.



Rios-Campos share staff awarded 43 scholarships in quarter four of last fiscal year and quarter one of the current fiscal year. Also stating most scholarships were awarded towards summer camps.

Diaz arrives 6:38

Rios-Campos shared PlayEast hosted and supported two summer meal programs at different sites. One at the Wood Village Baptist Church, the other at Donald L. Robertson Parks. Rios-Campos mentions between both sites about 1600 meals were distributed over the course of seven weeks. He did mention not being able to distribute one week due to the heat.

Rios-Campos shares with such success other have asked for PlayEast to expand the summer meal program. He mentions staff is currently having conversations with new partners.

#### **4. Fall Guide:**

Rios-Campos presented the fall guide and shared the guide was finish and delivered earlier than expected. Mentioning there were great result in doing so.

Rios-Campos mentions having a small catalog then in previous years. He mentions this is due to one of the contractors not being able to offer certain program for the fall. Rios-Campos mentions being able to identify an individual that will offer one of the programs the other provider offered.

Rios-Campos shared the remainder of the guide is used to promote the 5K and other cities events.

Riordan mentioned the board needing to have a conversation to help address with the lack of instructors to offer programs. Board members agreed this is a needed conversation and decided to postpone discussions until next meeting allowing members time to think about possible solution and provide for more members to be present.

#### **5. Fall 5K:**

Rios-Campos shares the 5K is scheduled for Saturday October 8<sup>th</sup> run will start at Wood Village Donald L Robertson Park with the course going through McMenamins golf course. He mentions the area of need is promoting the event and shared staff have identified certain locations to help with advertising.

Diaz mention providing promotional materials to the school district, and they will help share with families.

Rios-Campos mentions the need for volunteers for the event. He mentions he will send the board an email with volunteer opportunities.

Rios-Campos mentioned staff has submitted sponsorship request for \$1000 from TriMet.



Rios-Campos will do a site walk a week prior to the event with McMenamins staff to ensure course is proper conditions.

**6. Adjournment:**

Chair Riordan adjourned the meeting at 7:33pm.

\_\_\_\_\_  
Darren Riordan, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jairo Rios-Campos, Program Manager

\_\_\_\_\_  
Date



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# Board Handout

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**Catalog Statistics Report - Playeast programs - Fall 2022**

Seq	Program	Min	Max	Registered	Waitlisted	Withdrawn	Due	Paid	Fee
1.1	5K Fun Run/Walk: Runners 16+ (201)	0	0	2	0	0	60	60	40
1.2	5K Fun Run/Walk: Runners 15 and younger (200)	0	0	8	0	0	40	40	10
2.1	PlayEast Basketball: Fall Lil' Shots (211) (Full)	6	10	10	1	0	650	650	65
2.2	PlayEast Basketball: Fall Basketball (212) (Full)	6	10	10	3	0	790	790	79
5.3	Art with Free Art NW: Puppet Making ages 5-8 (209)	4	9	7	0	0	352.5	352.5	65
5.4	Art with Free Art NW: Puppet Making ages 9-14 (210)	4	9	0	0	4	0	0	65
6.7	Just 4 Kicks Soccer : Fall Soccer ages 2-3 (203)	4	20	14	0	1	905	905	65
6.8	Just 4 Kicks Soccer : Fall Soccer ages 4-6 (204) (Full)	4	20	25	2	0	1,577.50	1,577.50	65
6.9	Just 4 Kicks Soccer : Fall Soccer ages 7-13 (205)	4	20	12	0	0	706.75	706.75	65
8.1	Just for Kicks Soccer - Custom Jersey: Size XL (101)	0	0	0	0	0	0	0	25
8.6	Just for Kicks Soccer - Custom Jersey: Size XS (101)	0	0	2	0	0	50	50	25
8.7	Just for Kicks Soccer - Custom Jersey: Size S (101)	0	0	4	0	0	100	100	25
8.8	Just for Kicks Soccer - Custom Jersey: Size M (101)	0	0	2	0	0	50	50	25
8.9	Just for Kicks Soccer - Custom Jersey: Size L (101)	0	0	1	0	0	25	25	25
9.1	Sparkles Cheer : Fall Session ages 4-6 (206)	4	10	8	0	0	525	525	79
9.2	Sparkles Cheer : Fall Session ages 7-10 (207) (Full)	4	10	12	0	0	750	750	79
10.3	Piano: Fall Session (208) (Full)	4	10	10	3	0	507	507	65
11.1	Drop-in soccer	10	30	20	0	0	0	0	0
24.2	scholarships: Fall 2022 Scholarships (101)	0	0	14	0	0	0	0	0
<b>PROGRAM TOTALS</b>				<b>147</b>	<b>9</b>	<b>8</b>	<b>7,088.75</b>	<b>7,088.75</b>	<b>0</b>

Charges & Discounts	Amount
Discounts	60
scholarship	471.25
Price	7,088.75
<b>TOTAL CHARGES</b>	<b>7,680.00</b>
<b>Balance</b>	<b>0</b>



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# Board Handout

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# Instructor/Contractor Split Share Cost

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## Spring Term Offerings

Instructor/ Contractor	Program	Fee	Min. Participants	Max. Participants	Split Share	Invoice Amount Range
SkyHawks	Basketball*	\$79	8	16	80/20	\$505 - \$1,011
	HoopsterTots*	\$65	6	10	80/20	\$312 - \$520
	Multi-Sport*	\$79	6	16	80/20	\$379 - \$1,011
	Mini-Hawks*	\$69	6	16	80/20	\$331 - \$883
Jessyka Leatherman	Just 4 Kicks* Soccer (x3)	\$65	4	20	80/20	\$208 - \$1,040
Free Arts NW	Art class* (x2)	\$65	4	10	80/20	\$208 - \$520
Traci Drapela	Piano	\$65	4	10	Volunteer	\$0

\*Contractor provides all equipment and materials.

Program is responsible for registration, coordination of facilities uses, and marketing.

Scholarships do not affect contractors' revenue portion. Program subsidize scholarship amount.