

**Winchester Parks & Recreation
Parks & Recreation Advisory Board
Special Meeting
Monday, December 16, 2019
War Memorial Building – Lord Fairfax Room
6:30 PM**

- 1. Welcome & Call to Order – President Bill Stewart**

- 2. Attendance Roll Call**

- 3. Approval Minutes – November 25, 2019 Meeting**

- 4. Introductions & Presentations**

- 5. Public Comments**

- 6. President’s Report**
 - 6.1 Shenandoah Proposal - Recap**

- 7. Board Member Comments**

- 8. Report of Projects & Programs Committee**
 - 8.1 Naming Pocket Park – S. Kent & E. Cecil Streets**

- 9. City Manager Comments**

- 10. Director’s Report**
 - 10.1 Administration**
 - FY-2021 Budget Preparation
 - 2020 Parks & Recreation Board Meetings
 - 2019 Projects & Program Summary
 - Winter/Spring Guide

10.2 Aquatics

Indoor Aquatics Center

Opening at 5:00 AM

High School Swim Team Season Ongoing

Early Morning Lap Swim

Sand Filter Replacement Project

Competitive Swim Program to be Revised

Outdoor Aquatics Center

Leak Detection in Main Drain and Return Line in Process

Staffing

Aquatics Specialist – Jamie Watts has taken another position with One Life in Hagerstown, Md.

Aquatics Specialist – Isabella Pender on board

10.3 Maintenance

Maintenance Facility –

Certificate of Occupancy Issued

Winter Project Schedule Implemented

Picking up Final Materials for Lions Club Sensory Trail

Tree Removal – Dead & Standing

10.4 Facilities

Projects for Winter Season

10.5 Staffing

Assistant Director, Matt Little – Taking a Position with the City of Harrisonburg as the Special Event Manager

Interim Assistant Director, Samantha Crisman

Community Recreation Coordinator, Sabrina Griffin – Taking a position with a local physician

Front Desk – One vacancy

Life Guards – Position Posted

11. Assistant Director’s Report

11.1 Winter/Spring Guide

Distributed

11.2 Abrams Wetlands

Materials Cut during Fall have been disposed of

Spring Cutting

Northern Marsh

11.3 Special Events

Holiday Parade

Santa’s Headquarters

Letters to Santa

11.4 Child Care

Cookies with Santa

12. Additional Items

13. Next Regular Meeting – Monday, January 27, 2020

14. Closing Comments - Director

14. Closing Comments – Board Members

15. Motion to Adjourn