

**Winchester Parks & Recreation
Advisory Board Meeting Agenda
Monday, July 22, 2019
War Memorial Building - Lord Fairfax Room
6:30 PM**

Welcome – President Bill Stewart

Approval – May 20, 2019 Meeting Minutes (Attached)

June 24, 2019 Meeting Minutes (Attached)

Introductions – Guest(s)

Public Comments –

Presentation – Youth Development Center (YDC) – LaTasha’ Dozia-Earley – Executive Director

President’s Report – Thank You to the Board members for replying to the meeting attendance email

Board Members’ Comments –

Projects & Programs Committee Report –

City Manager’s Comments –

Director’s Report –

General -

Athletic Fields – Light Poles Replacement – Purchase Order processing

Bridgeforth & Rotary

Wilkins Lake –

Grass Control – Continuing to Research

Aquatics –

Swim Lessons – Current Registrations

Outdoor Pool –

Season Progressing -

Christmas in July – July 25, 2019

Interviewing Possible Vendors for SCUBA Classes

Maintenance –

Maintenance Facility – On Schedule

Mowing Lightened up a some – Working on other Projects

Lions Club Sensory Trail –

Facilities –

Maintenance Program Continuing

Staffing Status –

Seasonal Life Guard Positions Filled – Will still consider applicants

Seasonal Positions in Process of being Filled

Cellular Facility – Geotechnical Work Completed

Assistant Director's Report -

Potts Courts Resurfacing – Completed

Tennis Courts Resurfacing – Completed

Pocket Park – S. Kent & E. Cecil Streets - Status

Fall Guide – Status

Winchester-Clarke Garden Club – Abrams Creek Wetlands – Trimming/Cut Days - October 11 & 12

Park Clean Up Day – October 19

Athletics –

Liberty 5k – Bill Stewart represented the WPR Advisory Board at the Liberty 5k on July 4. The race starts and finishes in the park. Race day activities such as registration and the awards ceremony are held in the Kiwanis II Shelter. This race donates money to the WPR Foundation. Jennifer Justice, Derrick Cowles, Leslie Bowery, and Lisa Almaraz were in attendance.

Summer Camps – last camp (Soccer) week of July 15; 240 registered in 9 camps over entire summer; 49.6% city residents

Washington Nationals Bus Trip – August 31st – Tickets \$80.00

Child Care

Summer Camp – going well; 100 per week

HIVE/HIVE – 2019-2020 school year registration ongoing

Community Recreation

Newcomers Program – Welcome Center, in coordination with Tourism

Preschool programs – Music, Art, & Ballet in the fall

Special Events

275th City of Winchester Anniversary

Moonlight Ball – (Tickets Sold – Final Report)

Wilkins Lake 35th Anniversary – Recognition being planned with Mr. Wilkins; more information to come

Additional Items –

Reminder – Next Meeting – Monday, August 26, 2019

Jim Barnett Park – War Memorial Building – Lord Fairfax Room

6:30 PM

Closing Comments –

Adjournment -

Winchester Parks and Recreation
Park Advisory Board Meeting
Monday, May 20th, 2019
6:30pm

6:30 pm- Lord Fairfax Room, War Memorial Building

Present: Bill Stewart (President), Cal Allen, Casey Stine, Andy Gail, Mike Miller, Shelly Lee

Absent: Hector Robertson, Regina Coates

City Staff: Lynn Miller, Matt Little, and Samantha Crisman

Media: None

Guests: Jack Smith

April 22nd, 2019 Minutes Approval – Mike Miller moved to approve the April minutes; Casey Stine seconded, the motion was approved.

Public Comments – Jack Smith, Eagle Scout Project

Jack made a proposal to the Advisory Board to build a Gaga Ball pit for the park. He wants to do something for families and kids and explained how the project conformed to the Master Plan of the Park. He gave a quick synopsis on how the game worked and its inception. It can be built with any surface. He proposed two areas: one near the Lions Shelter and the other near Christianson Familyland. He shared three size proposals with the Board and his anticipated schedule.

Bill asked if it would require the playground surface, Jack answered no.

Cal asked if it would require city involvement, Lynn said it may require a building permit, but the park would supply that.

Shelly loved the idea and said it would be great for the community since it is free and a really popular game, the age group is perfect.

Mike, Casey, and Bill liked the idea of it at Familyland and thought it was a perfect area for the game. Lynn said if Jack put it up at the Lions Shelter the park could provide the balls and people could check them out.

Cal moved the Board support the project, Shelly seconded, and it passed unanimously. The Projects and Programs committee approved the project.

President's Report –

Board Members – Terms

Casey Stine – Has indicated he is interested in being re-appointed

Board Member Candidates – Received one inquiry from the public, forwarded to Amy Simmons for follow-up

Board Members' Comments – None

Projects and Programs Committee – Frederick Douglass Family Day – Report, Board Action to Endorse Support Needed – important community activity, Cal moved to support the donation to Fred Douglass Family Day (equal to previous years donations), Casey seconded the motion, all were in favor.

City Manager Comments – None

Park Director's Report –

Athletic Fields – Light Poles Replacement –

Bridgeforth & Rotary – Proposals Received

BMX Track – Coordination with Shentel

Aquatics –

Swim Lessons –

Instructor Certification – Staff Participating in training to be certified through SLU

Swim Lesson Registration Open June 17th

Indoor Pool – Maintenance/Renovation Program – In Progress

Outdoor Pool –

Early Opening May 8th – Season Opening May 25th - a few patrons have attended

Maintenance –

Maintenance Facility – Lance Construction

Final Pre-construction Meeting – May 14th – Project on Schedule

Onsite pre-construction meeting June 3rd

Steel for Building to be delivered June 4th

Demo/Construction to begin June 10th

Athletic Fields – Eagles holding up well following heavy rains

Mowing in Full Swing – Rain has been some hindrance

Lions Club Sensory Trail – meeting with Jim Smith to place trees

Facilities –

Maintenance Program Continuing

Hosting Employer Expo – May 23rd, parks will have a table

Staffing Status –

Seasonal Life Guard Positions Filled – We will repost position

Child Care – Summer Positions 4 Seasonal Positions Filled

Front Desk Staff – Fully Staffed

Maintenance – Two Seasonal Positions Filled

Cellular Facility – Franchise agreement not signed yet

Memorial Day Observance – Outdoor Pool Open, Building Closed, Monday the 27th

Assistant Director's Report –

Pocket Park – Cecil & Kent – Work starting soon – seating area, green hedges, sod

Naming Ordinance – seeking Advisory Board input, Cal asked what the guidelines were for naming the park, city council may also be involved, naming rights may be a good fundraiser

Fall Guide – Staff starting to plan for fall guide; design starting mid-May; distribution mid-August

Winchester-Clarke Garden Club – Abrams Creek Wetlands

Nominated for National Award (top 3) – notified by end of May of the results

Nominated for Virginia Award (top 2) – awarded top prize (\$7,000)

Court Resurfacing – Potts & Tennis: Projected starting Tuesday, May 21; basketball courts first; 4

Pickleball courts to be added to Lowry Courts, tennis event on May 29th

Park Clean Up Days – June 8th & October 19th

Athletics –

Family day Fishing Rodeo – June 15th – 7:00 AM – 10:00 AM

Washington Nationals Bus Trip – May 25th & August 31st – Tickets \$80.00

3 Adult leagues running now – Kickball, Ultimate Frisbee, Grass Outdoor Volleyball

Child Care

Summer Camp – starts June 3; averaging 100 kids a week with 25-30 on waitlist

Community Recreation

Middle School Music & Art Summer Camp – ages 11-14

Trips – Choptank Crab Feast (July 20); National Harbor (August 10)

Special Events

275th City of Winchester Anniversary

Moonlight Ball – History Camp “Winchester Expedition”

3rd of July Fireworks – Vendor & location secured

Additional Items – None

Board Comments/Idea Sharing:

- Bill will not be here June 24th, will be in Ireland!
- Bill encouraged members to attend events
- Lynn and Matt thanked Mike for participating in the Golf Tournament
- Casey commented the park looks beautiful, plenty of people are here!
- Andy may miss next month’s meeting, but will update closer to the meeting

Next Monthly Park Advisory Board Meeting: Monday, June 24th, 2019 at 6:30pm in the Lord Fairfax Room at Jim Barnett Park.

Adjournment – With no further business to discuss, a motion to adjourn the meeting was made by Andy, seconded by Mike, and approved unanimously. The meeting adjourned at 7:23pm.

Respectfully submitted by Samantha Crisman; Secretary to the Park Advisory Board

Winchester Parks and Recreation
Park Advisory Board Meeting
Monday, June 24th, 2019
6:30pm

6:30 pm- Lord Fairfax Room, War Memorial Building

Present: Cal Allen, Casey Stine, and Shelly Lee

Absent: Bill Stewart (President), Mike Miller, Regina Coates, Hector Robertson, and Andy Gail

City Staff: Lynn Miller, Matt Little, and Samantha Crisman

Media: None

Guests: Diana Langel

May 20th, 2019 Minutes Approval – Minutes could not be approved; there was not a quorum. They will be presented at the July meeting along with June minutes.

Public Comments – None

President's Report – None

Board Members' Comments – Shelly stated the park looked wonderful.

Projects and Programs Committee – None

City Manager Comments – None

Park Director's Report –

Athletic Fields – Light Poles Replacement - Status

 Bridgforth & Rotary – 2 Proposals Received

 BMX Track – Track Light Coordination with Shentel

Wilkins Lake –

 Grass Control – there is a lot of grass at the lake currently, maintenance is cleaning it out as best they can. We are working on identifying grass control methods.

Aquatics –

 Swim Lessons –

 Instructor Certification – Last Round of Training

 Swim Lesson Registrations Opened June 17th with a good response

 Indoor Pool – Reopened June 17th - Review following meeting

 Outdoor Pool –

 Season Progressing - the season has gone well with minimal issues

 WST's Long Course Meet June 21st – June 23rd, 500 swimmers were registered

 Splash Bash Conducted with 352 attendees

Maintenance –

 Maintenance Facility – Status

 Demo began June 10th on Schedule -

 Opening - Seasonal Part-time Position, the individual previously in the position left

 Mowing Lightened up some -

 Lions Club Sensory Trail – Coordination Meeting – Scheduled for 6/26 at 2:30pm.

Facilities –

Maintenance Program Continuing

Hosted Employer Expo – May 23rd – Went well, thanks to IT for their assistance in upgrading the wifi in the building. The program was done in conjunction with Winchester and Frederick County EDA departments.

Staffing Status –

Seasonal Life Guard Positions Filled – Will still consider applicants

Maintenance – One Seasonal Open

Cellular Facility – Franchise Agreement Executed – Geotechnical Work Initiated

4th of July Holiday – Outdoor Pool Open, Building Closed. We will host July 3rd fireworks in the Winchester Star lot.

Assistant Director's Report –

Bridgeforth Backstop Net – Matt showed the Board pictures of the net before and after the project completion. The vendor replaced the old poles with new ones and a new net with a pulley system so nets can be lowered in the winter to increase lifespan.

Fall Guide – design ongoing; distribution mid-August

Winchester-Clarke Garden Club – Abrams Creek Wetlands

Nominated for National Award (top 3) – Winner! \$30,000

Nominated for Virginia Award (top 2) – Winner! \$7,000

Scheduled volunteer “cut days” – October 11 & 12, the cutting will be done with funds from the grants and the club is also hoping to add an audio tour for info on the wetlands.

Court Resurfacing – Potts & Tennis; Anticipating 2 more weeks of work; weather dependent

Park Clean Up Days – June 8th – around 25 attended; next date is October 19, Mayor David Smith Jr. and councilmembers Judy McKiernan and Evan Clark attended. Participants were able to cover the whole park!

Athletics –

Summer Camps – in full swing; 208 registered as of June 21

Family Day Fishing Rodeo – June 15th – 34 attended

Washington Nationals Bus Trip – August 31st – Tickets \$80.00, 20-25 attended the trip on Memorial Day weekend.

Child Care

Summer Camp – going well; 100 per week

HIVE/HIVE – 2019-2020 school year registration opens June 24

Community Recreation

Middle School Music & Art Summer Camp – cancelled; low enrollment, staff is brainstorming ways to increase attendance next year.

Special Events

275th City of Winchester Anniversary

Moonlight Ball –

July 20th, 7:00-10:00 PM

\$25/person, \$40/couple, \$50/family of 4

History Camp – cancelled; low enrollment

Wilkins Lake 35th Anniversary – Recognition being planned with Mr. Wilkins; more information to come

Additional Items – Lynn commended the staff on a job well done so far this summer.

Board Comments/Idea Sharing:

- Cal followed up on the Eagle Scout project presented to the Board last month, at this time the park is waiting to hear from Mr. Smith; however, there are two other projects pending.
- Shelly asked if staff was helping with the Liberty 5K, Athletics staff will be there to help.
- The Board commented the extended hours at the pool is great for families and looks better than ever.
- Lynn invited all members to the indoor pool after the meeting to see the new paint and storage solutions.

Next Monthly Park Advisory Board Meeting: Monday, June 24th, 2019 at 6:30pm in the Lord Fairfax Room at Jim Barnett Park.

Adjournment – With no further business to discuss, a motion to adjourn the meeting was made by Cal, seconded by Mike, and approved unanimously. The meeting adjourned at 6:58pm.

Respectfully submitted by Samantha Crisman; Secretary to the Park Advisory Board