

**Winchester Parks & Recreation
Advisory Board Meeting Agenda
Monday, September 23, 2019
War Memorial Building - Lord Fairfax Room
6:30 PM**

Welcome – President Bill Stewart

Approval – August 26th Meeting Minutes (Attached)

Introductions & Presentations – Guest(s)

Presentation - Eagle Scout Garret Strong

Presentation - Shenandoah University - Mitch Moore, Senior Vice President/V. P. for Advancement

Public Comments General –

President’s Report –

Board Members’ Comments –

Projects & Programs Committee Report –

Pocket Park – E. Cecil & S. Kent Streets – Naming Report – Andy Gail

City Manager’s Comments –

Director’s Report –

Winter Hours of Operation – Began August 12th, 2019 –

Monday – Friday: 5:30 AM – 9:30 PM

Saturday: 9:00 AM – 6:00 PM

Sunday: Noon – 6:00 PM

General -

Athletic Fields – Light Poles Replacement – Installation Initiated

Wilkins Lake –

Wilkins Lake 35th Anniversary Observance – Summary

Aquatic Grass Control – Consideration: Chemical Treatment and/or Grass Carp

Eagle Scout Projects –

Ga-Ga Court – Project Update

Putt-Putt Course – Project Update & Timeline

Aquatics –

Indoor Pool – Full Operation

Swim Lessons – Registration – 72 Group, 10 Private

SCUBA Classes – Vendor - SCUBA Buddies – Classes offered beginning January

Outdoor Pool –

ODP Season Concluded – Friday – September 13th

All Paws on Deck – Canine Swim - September 14th 102 Participants

Winter Maintenance Items – Main Drain, Step Repair, Winterizing

Maintenance –

Maintenance Facility – Update

Lions Club Sensory Trail – Update

Facilities –

Seasonal Projects Under Review

Staffing Status –

Seasonal Life Guard Positions – Update

Cellular Facility – Update

Assistant Director's Report –

Pocket Park – Construction Status Report

Winter/Spring Guide – In Progress; Target distribution December 2nd

Winchester-Clarke Garden Club – Abrams Creek Wetlands – Update

Staff Cutting – Mid-week during September

Fall Volunteer Cutting Dates – October 11th & 12th

Park Clean Up Day – October 19th

Athletics –

Youth Fall Leagues – 70 kids registered in Flag Football

Adult Fall Leagues – 8 teams in Kickball; 6 teams in Ultimate Frisbee

Pickleball – outdoor courts going really well; indoor season starts in October

Child Care

CACFP Food Grant – currently going through renewal process

PB&J – starting in September

Community Recreation

Little Brushes – Legacy Christian Academy

Ability to Move – Friday mornings

Special Events

September 11 Event – Thank you Cal, Bill, & Shelly

Extracurricular Activities – Handley Library – September 14th

Shenandoah University Career Fair – September 18th

WOW (Worlds of Work Expo) – September 27th – Wilkins Athletics Center

Newcomers Event – October 3rd – Visitors Center

For the Health of It – Handley Library – October 21st

For the Health of It – Bowman Library – October 29th

Old Town Merchants – Halloween Movie – October 26th @ 7:00 PM Taylor Pavilion

Drive-In Movie – *Cars 3* on October 4th

Planning Holiday/Christmas Activities – Parade applications, etc.

Additional Items –

Reminder – Next Regular Meeting – Monday, October 28th, 2019

Jim Barnett Park – War Memorial Building – Lord Fairfax Room

6:30 PM

Closing Comments – Board Members

Adjournment -

Winchester Parks and Recreation
Park Advisory Board Meeting
Monday, August 26th, 2019
6:30pm

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

Present: Bill Stewart (President), and Shelly Lee (Vice President), Regina Coates, Cal Allen, Casey Stine, and Andy Gail

Absent: Hector Robertson and Mike Miller

City Staff: Eden Freeman, Lynn Miller, and Matt Little

Media: None

Guests: Frances Lowe

July 22nd, 2019 Minutes Approval – A motion to approve the July 22nd minutes was made by Shelly Lee and seconded by Regina Coates; the minutes were approved.

Public Comments – Shelly Lee introduced Frances Lowe, as well as introduced that she and Frances among others were establishing a group to be an advocate for Jim Barnett Park. The group would be named “Friends of Jim Barnett Park”. Additional information will be forthcoming.

President’s Report –

Shenandoah Valley Runners – Bill stated that the donation from Shenandoah Valley Runners was being finalized and the proceeds would be forthcoming. It is estimated the donation will be somewhere in the area of \$3,000.

Garret Strong, the Eagle Scout candidate who repaired the shelter a Christianson Familyland could not be in attendance this evening, but would be at the September meeting. He will be recognized for the work he did to repair the shelter and re-finish the shelter.

Neighborhood Park – S. Kent & E. Cecil Streets – Naming Protocol – City Code Section 18.3 – General Powers & Duties – P & R Advisory Board, Naming of Park Entities – Bill introduced the process of naming park entities and gave out a handout of a proposed plaque commemorating Ruth’s Tea Room. Bill assigned the project to the P&P committee to come back in September with an option to name the park at Cecil/Kent. This will preserve the integrity of the process and the P&P committee will seek input from the community via social media and other outlets. One option that was discussed was to name the park as the Vivienne Jackson Park.

Board Members’ Comments – None

Projects and Programs Committee – None

City Manager Comments – None

Park Director’s Report –

Winter Hours of Operation – August 12, 2019

Labor Day Holiday Observance – Monday, September 2, 2019

General -

Athletic Fields – Light Poles Replacement – Poles on Site

Wilkins Lake –

Wilkins Lake 35th Anniversary Observance –

Winchester Star & Northern Virginia Daily – Insert Saturday, September 14th

Observance Program – Wilkins Lake – Thursday, September 19th @ 6:00 PM

Special Presentation -

Grass Control – Continuing to Research

Aquatics –

Indoor Pool –

Swim Lessons – Registration – August 26th

SCUBA Classes – Status Report

High School Swim Season vs Lap Swimmers

Outdoor Pool –

Christmas in July – July 25, 2019 – Well attended, staff shared pictures with the Board

End of Summer Swim Under the Stars – August 3, 2019 – 218 Attended

ODP Season Concluding – Friday – September 13th

All Paws on Deck – Canine Swim - September 14th 2:00 PM – 5:00 PM

\$2.00/Dog – Rabies Vaccination – Pre-Registration Available

Preparing for Winter Maintenance Items –

Maintenance –

Maintenance Facility – Update, staff shared pictures of the progress on the facility

Mowing – Update

Lions Club Sensory Trail – Update

Facilities –

Maintenance Program Continuing – Seasonal Projects

Staffing Status –

Seasonal Life Guard Positions – Update

Cellular Facility – The building permit will be issued August 27th. We anticipate construction to begin in short order.

Assistant Director's Report –

Pocket Park – Matt gave a construction status report and shared pictures of the progress

Fall Guide – Delivered; staff preparing for winter guide

275th Anniversary Membership Discount – Matt reported the discounted annual membership program during July resulted in 37 memberships, 5 were renewals and 32 new memberships. During the same period last year there were only 2 new memberships.

Winchester-Clarke Garden Club – Abrams Creek Wetlands – Staff will be cutting the 3rd & 4th weeks of September

Fall Volunteer Cutting Dates – October 11th & 12th

Park Clean Up Day – October 19th

Athletics –

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

Winchester City Assault – Summertime Shoot-Out – Cancelled due to low registration

Fall leagues starting soon:

Youth Flag Football – August 28

Adult Ultimate Frisbee – August 28

Adult Kickball – September 3

Adult Wallyball – September 16

Child Care

Summer Camp – Another fun filled summer camp

HIVE/HIVE – Near capacity for after school program

PB&J starting in September

Community Recreation

Preschool programs in the fall – Little Brushes, Little Mozarts, & Ballet

Upcoming trips– Pennsylvania Christmas & Gift Show (December 6); NYC (December 14)

Special Events

Community Safety Fair – September 7; Jim Barnett Park, opening at 10:00 AM and closing at 2:00 PM – A change this year is that the event will be conducted in the park rain or shine. In the event of inclement weather the displays will be moved into the Denny Lee Gym.

September 11 Event – Gymnasium; 8:45am start, Cal volunteered to represent the Board
Old Town Merchants – Halloween Movie – October 26th @ 7PM Taylor Pavilion
Planning for Christmas Activities

Additional Items – None

Board Comments/Idea Sharing:

- Shelly Lee complimented the Maintenance Staff on the mowing and appearance of Whittier Park. Due to the hot and dry conditions the entire area was able to be mowed.
- President Stewart congratulated staff on the Fall guide.
- President Stewart encouraged the board members to attend various events sponsored or participated in by the park. This included, but was not limited to the 9/11 Observance.
- President Stewart will create a draft of an Events Schedule which will include all events/special events the park is participating in as a reference for each of the Board members. This will be updated monthly and distributed to the board members and possibly others.

Next Monthly Park Advisory Board Meeting: Monday, September 23rd, 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 Casey Stine, seconded by Shelly Lee, and approved unanimously. The meeting adjourned at 7:26pm.

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