

Winchester Parks and Recreation  
Advisory Board Meeting  
Monday, September 24, 2012  
6:30pm

Meeting Location: Lord Fairfax Room

**Present:** Krista Farris (Chair), Jules Bacha, Brian Wigley, Kyle Homan, Matt Mintschenko, John Elliott (Vice-Chair) and Catherine Mattens

**Absent:** John Bentley

**City Staff:** Brad Veach (Director), Lisa Hamaker (Assistant Director), Thomas Jones (Facility Coordinator)

**Council:** Milt McInturff

**Media:** Vic Bradshaw (Winchester Star)

**Guests:** Tag, Kim and Liz Grove and Aleksa Putnam all from the Winchester Swim Team

Krista Farris called the meeting to order at 6:30pm.

**Approval of August 2012 Minutes**

Upon a motion by Kyle Homan and a second by John Elliott the August 27, 2012 minutes were approved.

**Public Comments: None**

**Facilities Presentation-Fitness Room Policy**

Thomas Jones, Facility Coordinator, spoke to the Advisory Board asking them for an endorsement adding to the existing Fitness Room policy effective January 1, 2013; ages 12-15 years old must have a parent or guardian present.

Kyle Homan made a motion changing the existing policy that ages 12-15 have parent or guardian present to use the Fitness Room; seconded by Matt Mintschenko the motion was approved.

**Director's Report: Brad Veach**

**Special Recognition of Liz Grove and the Winchester Swim Team**

Brad Veach introduced Liz Grove and she provided the Advisory Board with information on a swim plan she developed during the summer for the Boys and Girls Club.

Liz, the Winchester Swim Team and the Winchester Parks and Recreation Department partnered together so ages 5-13 could learn to swim on Tuesday's and Thursday's at the Outdoor Pool. She stated the program was very successful.

Brad stated the program was very beneficial, a good use of Swim Team resources, a great collaboration and thanked Liz for spearheading the program.

**Parks and Recreation Fees**

Brad Veach reviewed with the Advisory Board all of the fee proposal materials from the August meeting presentation. Daily, membership and facility rates were among the materials reviewed along with 4 options of increasing User Group fees.

Based on the materials provided; Brad asked the Advisory Board for a recommendation to forward to City Council.

Farris asked how often fees are evaluated and Brad replied every 2 years.

Brad also stated based on the formula developed establishing the new User Group fees it provides consistency across the board.

Some discussion followed from Advisory Board members such as; the plan being modeled by other Cities and Counties, true numbers actually reflecting operational and replacement costs based on use, the fee phase in being a good plan, how many groups actually have zero residency numbers and the Park being expected to be sustainable.

Matt Mintschenko made a motion recommending the new User Group fee plan (option 4) be forwarded to City Council and amended the motion to include all proposed daily, facility and membership fee changes. The motion and amendment were seconded by Kyle Homan and approved with 1 opposition and 6 approvals.

### **Park Master Plan Kick Off**

The Advisory Board members received a cd to review with information of Master Plan examples.

They will be identifying priorities of the Park system, reviewing the 2011 City Satisfaction Survey, considering the value of hiring a professional firm to help with the planning, and relaying questions, comments or concerns they may have.

The October Advisory Board monthly meeting will present time for discussion.

### **Advisory Board Meeting Dates:**

**Advisory Board Meeting:** Monday, October 22, 2012 @ 6:30pm

### **Board Comments: None**

### **Adjournment:**

With no further business to discuss Krista Farris asked for a motion to adjourn; Kyle Homan made the motion; seconded by Brian Wigley, the motion was approved and the meeting was adjourned at 7:45pm.

Respectfully submitted; Jennifer Stotler; Park Administration Coordinator, October 15, 2012.