

Winchester Parks & Recreation

Advisory Board Agenda

Monday, December 10, 2018 – 6:30 PM

Agenda

Welcome – President Bill Stewart

Introduction of Guest(s)

Approval – October 2018 Meeting Minutes (Attached)

Public Comments

Presentation Ice Rink – Brad Veach & Patrick Barker – Top of Virginia Hockey

President’s Report

Board Members’ Comments

City Manager’s Comments

Projects & Programs Committee Report (Cal Allen & Andy Gail)

Report Swim Team Practice & Lap Swimmers

Director’s Report

2019 Parks & Recreation Board Meeting Dates – (Attached)

Aquatics

Outdoor Pool

Repairs Fall/Winter being finalized

High School Swim Season Underway

Maintenance

Fall/Winter Task List Initiated

Maintenance Facility

Thermal Tarps in place Preston Complex

Lions Club Sensory Trail - Status

Facilities

Maintenance Program Continuing

Staff Update

Aquatics Positions

Coordinator Resignation – Molly Knapp assuming this position on an interim basis

Scheduling Interviews for Specialist Position

Child Care

2 Part time positions vacant

Athletics

Athletics Specialist – Resignation – Job Posted

FY-2020 Budget Preparation

Assistant Director's Report

Winter Spring Guide – Printed and Distributed; should be in hand

Programs & Events –

Athletics

Youth Basketball has started

Indoor Pickleball – going well; Thursday evening (8-9:15pm) added; starts January 3

TopGolf Bus Trip – April 21

Volunteer Coaches/Referees – continue to have a need for both roles

Aquatics

Swim lesson registration #'s – 74 for this session

High school swim season has started

Child Care/HIVE

Registration continues to do very well – close to 100 kids enrolled in after-school

PB&J – 2nd & 4th Wednesday of the month (9-11:30am)

PB&J Parties – Saturday options

Community Rec

Ability to Move – renamed from Danceabilities; occurring on Friday mornings

Ballroom dancing – starting Jan. 9

Birthday Party Options – expanding to Art; page 26 of current guide

Rain Barrel Workshop – March 9

Special Events

Christmas parade went really well; 83 units participated, **A big thank you to Shelly Lee who came out on a cold and windy evening to assist with the parade, your help was greatly appreciated. Santa now has you on his good list.**

Frosty Friday movie/craft night; January 25 – Frozen

Senior Snowflake Soiree – February 1st

Customer Appreciation Day – February 12th

Additional Items

Reminder Next Meeting – Monday, January 28, 2019

6:30 PM

Jim Barnett Park – Lord Fairfax Room

Closing Comments On behalf of the Parks & Recreation Staff I please accept our sincere appreciation for the service the members of the Parks & Recreation Advisory Board have provided to the Department and the City of Winchester during 2018. The service rendered by each of the Board members is invaluable and contributes greatly to the community as a whole and specifically to the department. Staff looks forward to further solidifying the relationship between the Board and the staff and to advancing community service through the Parks & Recreation Department.

We wish you and your families a wonderful Holiday Season and a very prosperous New Year.

Adjournment

Winchester Parks and Recreation
Park Advisory Board Meeting
Monday, October 22nd, 2018
6:30pm

6:30 pm- Social Hall, War Memorial Building

Present: Bill Stewart (President), Shelly Lee (Vice-President), Hector Robertson, Cal Allen Jr., Mike Miller, Casey Stine, Andy Gail, Katie Jordan

Absent: Regina Coates

City Staff: Eden Freeman, Lynn Miller, Matt Little, Samantha Crisman, Jennifer Justice, Molly Minch, Sabrina Griffin, Tommy Lambert, Stephanie Frazier, Leslie Bowery, Hannah Stewart

Media: None

Guests: Andrew Lilly, Robert Moran, Amanda Putprush, Lynne Esslinger, Chad Beale

September 27th, 2018 Minutes Approval- Casey Stine moved to approve the September minutes; Shelly Lee seconded, the motion was approved.

Public Comments- Chad Beale spoke on behalf of the morning lap swim attendees and submitted a letter to the Board requesting the Board help enforce lane availability for lap swimmers in the mornings. Their letter stated they believed WST was violating their agreed upon time, 6:30-7:30am, getting in the water at 5:30am and taking advantage of the designated lap swim time. He pointed out that WST has 25 reserved hours in the pool and morning lap swimmers are asking for 3. President Bill Stewart took the letter and passed it around for other Board members to read.

Lynne Esslinger stated the members of WST in the water were paying at the 5:30am time and claim the swimming is not organized while the coach is coming to swim in the lane beside them and coaching. She stated there used to be a time when lap swim was for those 18 years and up.

Robert Moran pointed out that the lap swimmers are respectful of WST's time and get out of the pool when their time is up. He stated many of them enjoyed having access to the pool in the winter because it is good exercise. He, along with the others present, believe WST is setting a bad example for the swimmers.

Lynn Miller told the Board that a situation had been identified by WPRD and asked Hannah Stewart, Aquatics Coordinator, to make signs designating the time and lanes for WST, the first morning there was a problem, but none have been reported since. He stated the staff is enforcing the rules currently in place and the rules currently allow for people to come swim laps by paying a daily fee or with a membership; WST is following that rule. The coach that is present is using his membership. The goal is to find a solution to make everyone happy and WPRD is happy and willing to sit with the board and the groups to find that solution.

Board comments:

- Vice-President Lee asked if there were any other facilities that have an 18+ restriction, Mr. Miller answered there were not.
- Mr. Allen asked if WPRD had looked back at only old guides to determine age restrictions and suggested we do so if not. He also commented that WST is following the rules but have violated the spirit of the law by their actions and asked if a coach can act as a supervisory adult during lap swim. Mr. Miller answered yes.
- Mr. Stine suggested we open dialogue with WST about the situation
- Ms. Jordan asked why it was appropriate to have an 18+ rule at the outdoor pool, but not the indoor
- President Stewart assigned investigation of the matter to the Projects and Programs committee. Mr. Miller offered WPRD staff to help research. Mr. Mike Miller suggested a discussion be included as to what areas of the park may require adult supervision.

President's Report-

- Asked the staff to introduce themselves to the members of the Board and commended the staff on their dedication to WPRD
- Shared one interesting fact from the Code of Ethics and the City code

Board Members' Comments- None

City Manager Comments- None

Projects and Programs Committee- None

City Code Review – Chapter 18 – Parks & Recreation – Lynn Miller reviewed the park section of the City Code in regard to the roles and responsibilities of the Advisory Board

Code of Ethics Review – City Manager, Eden Freeman reviewed the city's Code of Ethics and its application to the Advisory Board and WPRD

Park Director's Report –

- **Liberty 5K Donation** – Received \$2,885.74 in donations from event, thank you
- **WINNIE – Family Favorites** – The best places for kids, picked by parents - WPRD chosen for Best Outdoor Play Space
- **Staff Update**
 - Aquatics Positions – applications are in, need to do interviews
 - Child Care – still searching
- **Facilities**
 - Maintenance Program Continuing
- **Aquatics**
 - **Outdoor Pool**
 - Winterized
 - Repairs to Piping & Valves Completed
 - Repairs Outstanding Fall 2018 – Skimmers
 - Repairs Spring 2019 – Weirs & Throttle Plugs
 - Floors Re-sealing
 - **Indoor Pool**
 - Lap & General Swim Ongoing - (Schedule Attached)
 - Group & Private Swim Lessons Underway
 - Lifeguard Training Scheduled, we are still hiring
 - Life Guard Recertification Scheduled
 - Adult Classes - Water Aerobics, Yoga & Arthritis Classes In Progress, looking for an evening Water Aerobics instructor
- **Maintenance**
 - Mowing Continuing
 - Fall/Winter Task Listed Initiated
 - Eagles Field – the project is under contract
 - Maintenance Facility – a contractor has an RFP out, hopefully within the budget

Assistant Director's Report

- **Winter Spring Guide**
 - Design currently ongoing
 - Targeted distribution – December 3/4
- **Programs & Events –**
 - Athletics
 - Youth Basketball starts first week of November; 45 currently registered
 - Indoor Pickleball – started first week of October; looking to add an evening time based on demand
 - Volunteer Coaches/Referees – continue to have a need for both roles

- Aquatics
 - Swim lesson registration #'s - 87 enrolled in group lessons, 6 enrolled in private lessons
 - High school swim season starting soon
- Child Care/HIVE
 - Registration continues to do very well – close to 100 kids enrolled in after-school
 - PB&J – 2nd & 4th Wednesday of the month (9-11:30am)
 - Ghouls and Gals – middle school dance; October 20, 112 attended
- Community Rec
 - Ability to Move – renamed from Danceabilities; occurring on Friday mornings
 - Birthday Party Options – expanding to Art
- Special Events
 - Kiwanis Pancake Day – November 3, 7am-7pm
 - Christmas parade registration is now open! Anticipating high number of entries; open until November 7
 - Monday, November 26, 7pm – volunteers appreciated
 - Drive-In Movie Night – went really well; kids (and parents!) enjoyed decorating their “cars” and watching the movie Cars.
 - Additional Friday movie/craft night being planned for Friday, January 25, 7pm – Frozen
 - Senior Soiree – February 1st

Additional Items

WPR Advisory Board – Next Scheduled Meeting

December 10, 2018 – 6:30 PM

Jim Barnett Park – Lord Fairfax Room

Board Comments/Idea Sharing:

- Mike Miller asked about the closure of the back half of the park, Tommy Lambert answered that part of the park is open to walkers, bikers, and dog park members
- Katie Jordan told the staff her children attended the Drive-In movie night and had a lot of fun
- Shelly Lee asked what the Senior Soiree was, Matt Little responded, it’s a social event for seniors 55+
- Bill Stewart thanked the WPRD staff for all they do and asked the Board to be visible and let us know when they attend events or help.

Next Monthly Park Advisory Board Meeting: Monday, December 10th, 2018 @ 6:30pm.

Adjournment- With no further business to discuss, a motion to adjourn the meeting was made by Andy Gail, seconded by Mike Miller and approved unanimously. The meeting adjourned at 8:15pm.

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

**WINCHESTER PARKS & RECREATION
ADVISORY BOARD
2019 MEETING SCHEDULE**

January 28 th	6:30 PM	War Memorial Bldg. Lord Fairfax Room
February 25 th	6:30 PM	War Memorial Bldg. Lord Fairfax Room
March 25 th	6:30 PM	War Memorial Bldg. Lord Fairfax Room
April 22 nd	6:30 PM	War Memorial Bldg. Lord Fairfax Room
May 20 th	6:30 PM	War Memorial Bldg. Lord Fairfax Room
June 24 th	6:30 PM	War Memorial Bldg. Lord Fairfax Room
July 22 nd	6:30 PM	War Memorial Bldg. Lord Fairfax Room
August 26 th	6:30 PM	War Memorial Bldg. Lord Fairfax Room
September 23 rd	6:30 PM	War Memorial Bldg. Lord Fairfax Room
October 28 th	6:30 PM	War Memorial Bldg. Lord Fairfax Room
November 25 th	6:30 PM	War Memorial Bldg. Lord Fairfax Room
December 23 rd	6:30 PM	War Memorial Bldg. Lord Fairfax Room