

**Winchester Parks & Recreation
Advisory Board Meeting Agenda
Monday, March 25, 2019
War Memorial Building - Lord Fairfax Room
6:30 PM**

Welcome – President Bill Stewart

Approval – February 25, 2018 Meeting Minutes (Attached)

Introductions – Guest(s)

Public Comments –

President’s Report –

Board Members – Terms

Shelly Lee – Completing 2nd Term April

Katie Jordan – Indicated she would prefer to not be considered for re-appointment

Calvin Allen Jr. – Has indicated he is interested in being re-appointed

Board Members’ Comments –

Board Member – Andy Gail – Tournament Briefing – Andy out of area – report April

Projects & Programs Committee Report -

City Manager’s Comments –

Director’s Report –

Athletic Fields – Light Poles Inspection – Update

Tidewater Energy Services –

Repairs/Replacements –

Bridgeforth

Rotary

Outdoor Pool

BMX Track

2019 INSIGHT – Parks & Recreation – Thursday, April 4, 2019 @ 6:00 PM

Aquatics –

Swim Lessons –

Instructor Certification – Swim Lesson University - Status

Group Swim Lesson Registrations – (142)

Private Swim Lessons – (35) Registration Open

Maintenance –

Maintenance Facility – Status Report

Athletic Fields Pre-Season Maintenance

Preston Tarp Removal

Yost Infield Tarp Removal

Lions Club Sensory Trail – Update

Facilities –

Building Security – Locking Devices

Maintenance Program Continuing

Staffing Status –

Advertising for Life Guards & Evaluating Returning Guards

Child Care – Summer Positions to be Posted – (4)

Front Desk – Interviewing for Summer Positions (2)

Assistant Director's Report -

Summer Guide – Printer March 22nd, Distribution April 15th

Winchester-Clarke Garden Club – Abrams Creek Wetlands

Nominated for National Award (top 3)

Nominated for Virginia Award (top 2)

Court Resurfacing – Potts & Tennis; Projected start date May 20th

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

Athletics –

2019 Golf Tournament – May 17, 2019

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

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

Child Care

Registration Average HIVE/HIVE Club Daily Attendance – 70 – 75

PB&J – 2018 – 2019 Program Season – 655 attendees (Sept. 12th – March 13th)

2017 – 2019 Program Season – 567 attendees (Sept. 12th – March 14th)

Community Recreation

Middle School Music & Art Summer Camp –

6 weeks – Weeks of June 10th, 17th & 24th and July 7th, 15th and 22nd

Ages 11 – 14

8:30 AM – 4:30 PM – Art in the morning/music in the afternoon

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 –

2 weeks – July 8th-12th and/or July 15th-19th

Ages 10 – 14

9:00 AM – 3:00 PM daily

\$55/student per week - \$100/student both weeks

3rd of July Fireworks – Vendor & location secured

Additional Items –

Reminder – Next Meeting – Monday, April 22, 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, February 25th, 2019
6:30pm

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

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

Absent: Hector Robertson, Regina Coates

City Staff: Matt Little and Samantha Crisman

Media: None

Guests: Anne Burkholder, Debbie Lewis, Timothy Youmans

January 28th, 2019 Minutes Approval – Cal Allen moved to approve the January minutes; Casey Stine seconded, the motion was approved.

Public Comments – None

President's Report – None

Board Members' Comments – None

City Manager Comments – None

Projects and Programs Committee – The Projects and Programs Committee met with Brad Veach and Patrick Barker to go over options for a synthetic ice rink, materials, location, operations, programming, financial obligations, and partnerships in the community. All discussions are preliminary and there are more details to discuss in the future

Indoor Pool Lap Swim Time Discussion –The Projects and Programs Committee compared the current schedule of the swim team to what they were asking for, what overall effects might it have in the operations. No action is required on the part of the board, but what is proposed will hopefully satisfy both sides of the discussion. Matt stated no decision has been made as of yet on the basic operations. Katie stated having a full schedule is a good problem to have and it is good to have a full facility that everyone wants to use.

Tim Youmans – Spotswood Poles - City Planning Director, Tim Youmans made a presentation regarding his proposal of naming one of the unnamed streets in Jim Barnett Park after Spotswood Poles. The street is located off of Bridgeforth Drive at the entrance of Bridgeforth Field. Spotswood Poles was born in Winchester and played Baseball in the Negro League before the integration of baseball. He also served in WWI with the Harlem Hellfighters, earning 5 battle stars and a Purple Heart. He is buried in Arlington National Cemetery. Mr. Youmans proposed this in tangent with the City of Winchester's 275th Anniversary celebration. All board members agreed honoring Spotswood Poles was appropriate and there was discussion about other streets that could be another option as well as the importance of having signage that told the story of his life and the connection to Winchester. Cal moved to support the naming of the street with appropriate commemorative signage and forwarded the proposal to council, Andy seconded the motion and the motion passed. Katie secondarily moved to include the parking lot area along with the naming of the street, Cal seconded, the motion passed. Preliminarily it appears the dedication will be conducted sometime in June. The date has not yet been established.

Winchester Parks Foundation – President Anne Burkholder and Treasurer Debbie Lewis attended the meeting to give insight to the board on how the foundation functions. It is a 501(c)3 with the goal of promoting

parks programs. They have helped with funds for projects such as the Children's Dream grant and can also help facilitate small projects like Eagle Scout projects (to raise, hold, and use monetary donations). They are able to set aside funds for park initiatives and others who don't qualify for 501(c)3 status. Cal clarified that there was no endowment for the foundation and that they are a private 501(c)3 not affiliated with the city, which was correct. There is a scholarship fund and we are starting to focus on the Adopt-A-Tree program for the park. Some organizations such as the Rotary Club have their own lines in the foundation to save money for their shelters in the park and Shenandoah Valley Runners donates to the foundation for their discretion of use.

Park Director's Report – Lynn was not able to attend this meeting

FY-2020 Budget Request – Status

Athletic Fields – Light Poles Inspection – Update, they have been inspected, we are waiting for the official report, four poles are deficient and we will have to remedy that.

2019 INSIGHT – Parks & Recreation – Thursday, April 4, 2019 @ 6:00 PM

Aquatics –

Aquatics Specialist – Jamie Watts

Swim Lessons –

Instructor Certification – Using Swim Lesson University

Group Registrations – (90)

Private Swim Lessons – (25) Registration Open

Maintenance –

Maintenance Facility – Awaiting Contract Execution

Athletic Fields Pre-Season Maintenance

Lions Club Sensory Trail – Update – Stakes Received – moving along, hope to get more done this spring weather permitting

Facilities –

Maintenance Program Continuing

Staffing Status –

Aquatics - Advertising for Life Guards & Evaluating Returning Guards

Child Care – All Positions Filled – Summer Positions to be posted

Athletics – Athletics Specialist – Derrick Cowles Started 2.18.2019, predominantly here in the evenings, assist with more high level issues for athletics in the evening

Assistant Director's Report –

Summer Guide – design ongoing; distribution mid-April

Dog Park Fees – considering not charging, began holding fees in January, the goal is to open the park up to more utilization and serve more people. Cal liked the idea, but was concerned about the upkeep of the park by patrons; a membership fee might make them take more responsibility for the cleanliness, but thinks we should do it and see what results we get. Bill likes the idea of no fees and thinks it is a good experiment. there are a couple new dog parks in a 30 mile radius that are free.

Athletics –

2019 Golf Tournament – May 17, 2019; Players and volunteers needed

Youth Basketball & Indoor Soccer – seasons ending first part of March

Youth Volleyball – starting mid-March

Adult leagues – Ultimate Frisbee & Kickball starting April/May

Top Golf Bus Trip – April 21, 2019

Child Care

Summer Camp – planning currently underway; anticipated to be full each week – 100 kids

PB&J – Wednesday mornings still well attended; close to 70+ each time; PB&J parties going well; averaging 1-2/month on Saturday afternoon/evening

Community Recreation

Private Music lessons – interest & registration going well; added an additional piano instructor

Acrylic Painting Birthday Parties – 3 hour party; ages 5+

Special Events

Customer Appreciation Day – February 12, 2019 – well received & well attended despite weather, thanks to Bill for helping

275th City of Winchester Anniversary

Moonlight Ball – July 20; 7-10pm at GW Hotel; \$25/person \$40/couple

History Camp – 2 weeks – July 8-12 and/or July 15-19; ages 10-14; 9am-3pm each day;
\$50/student per week; \$90/student both weeks

3rd of July Fireworks – Vendor & location secured

Additional Items –

Board Comments/Idea Sharing:

Casey commented on the bridge at the park behind Kent St., it is coming along well

Customer Appreciation Day had plenty of giveaways and is a good way to establish a good relationship with customers

Next Monthly Park Advisory Board Meeting: Monday, March 25th, 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 Allen, seconded by Mike Miller and approved unanimously. The meeting adjourned at 7:50pm.

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