

Winchester Parks and Recreation  
Park Advisory Board Meeting  
Monday, July 24, 2017  
6:30pm

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

**Present:** John Bentley (Chairman), Shelly Lee (Vice-Chairman), Calvin Allen Jr., Michael Miller, James "Hector" Robertson, Bill Stewart, Casey Stine

**Absent:** Regina Coates

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

**Media:** None

**Guests:** None

**June 26, 2017 Minutes Approval-**

A motion was made by Calvin Allen Jr. to approve the June 26, 2017 minutes, seconded by Shelly Lee; the motion was approved.

**Public Comments-** None

**Projects and Programs Committee-** No report

**Chairman's Report-** None

**City Manager Comments-** No Report

**Park Director's Report-** Lynn Miller

**FY17 and FY18 Park Projects Update-**

- 1) **Sensory Trail, Host Lions Club** – Will present the Sensory Trail at the City Council work session on August 8, 2017
- 2) **Gold Star Memorial** – Jerry Dumont contacted Lynn Miller about picking the project back up; Mr. Miller requested more information from Mr. Dumont in regard to the sponsoring organization. Chairman Bentley asked the Projects and Programs committee to meet with Mr. Dumont for more information; the Board agreed another presentation would be beneficial to move forward.
- 3) **Potts Basketball Courts** – The FY-2020 CIP budget has money for refurbishing the courts; Lynn Miller, Matt Little, and Eden Freeman met with Senator Potts to discuss a plan for refurbishing the courts including replacing backboards; They are waiting on proposals to come in for repairing the cracks in the asphalt.
- 4) **Equipment-** 2017 Ford truck arrived and is in use

**Eagle Scout Project – Jacob Gaul** – He will be repairing and painting the three small shelters in the Arboretum

**SVEC Powerline Replacement** – SVEC will be working within the park to replace poles and conductors, Hector Robinson inquired if there were any other lines connect to the lines in the park and what could be done to reduce the number of lines crossing the park

**Cell Tower Proposal** – A proposal is forthcoming from Shentel regarding the addition of a cell tower to the park for improved continuity of service; Lynn Miller, Matt Little and Eden Freeman met with Shentel regarding the location of the tower and proposal. Mr. Miller stated the proposed location is south of the BMX tracks in the wooded area and that the proposal appeared to be significantly different from the last.

Shelly Lee and Calvin Allen Jr. asked if the park or Shentel would pay and if the monthly rental would go to the City of Winchester or Jim Barnett Park. Mr. Miller indicated this would be under review and that a full pitch to the Board was forthcoming.

Hector Robinson asked about the possibility of Shentel working at the same time as SVEC to reduce construction in the park. Michael Miller and Chairman Bentley agreed there are safety issues involved and that safety data was required to be presented if the Board is to consider this addition.

Chairman Bentley suggested Shentel meet with the Projects and Programs Committee before a full presentation was made to the board. Mr. Miller agreed to this plan of action.

**Frederick Douglass Family Days – August 5<sup>th</sup> & 6<sup>th</sup>** – Lynn Miller encouraged the Board to attend the event over the weekend

**Maintenance Facility** – A pre-bid conference will be conducted on July 26<sup>th</sup>. Drawings and plans are complete.

#### **Personnel Update-**

- 1) **Facility Coordinator** – Interviews to be conducted the first week of August
- 2) **Recreation Center Attendant** – Accepting applications

**Other** – Aquatics is going well, the indoor pool was reopened to customers with the temperature remaining approximately 89 degrees, new hours will be implemented outdoors on August 14<sup>th</sup> due to the lack of lifeguards

#### **Assistant Park Director's Report- Matt Little**

**Sand Volleyball Courts Update** – MOU is back to Blueridge, waiting on their lawyer; A site visit was done and Blueridge was informed they needed to provide site plans, storm drainage, etc. before any bids can be made

#### **Programs and Events -**

Youth Sports camps are:

Soccer Camp: 26 enrolled, started July 10<sup>th</sup>

Football Camp: 20 enrolled, started July 17<sup>th</sup>

Summer Camp:

An average of 80 children are enrolled each week, 217 children were enrolled total with 129 being city residents

Karma Kids Yoga – 4 week free session, will continue in the fall

Cooking Camp – 6 enrolled, the kids loved it

MyMusicXperience – children learn about 8-10 instruments, 8 children attended the free class

Amphitheater Movies – Moana was moved inside, 100+ still attended

Group/ Private Swim Lessons – 89 and 18 enrolled respectively

Youth Triathlon – low enrollment, will probably be cancelled, Matt Little and Hannah Stewart will regroup for next year

Bridgeforth Sound System – 117 Audio came and gave a review of the acoustics, will be providing a quote for additional speakers

Activity Guide – Awaiting the final draft from the designer, hoping for distribution in the second full week of August, it will be posted online immediately upon approval

**Next Monthly Park Advisory Board Meeting:** Monday, August 28, 2017 @ 6:30pm.

#### **Board Comments/Idea Sharing:**

Lynn Miller reminded the Board of National Night Out on August 1, 2017 and the WOW program in October  
Hector Robinson remarked that the park looked very nice and gave his complements to Maintenance

**Adjournment-** With no further business to discuss, a motion to adjourn the meeting was made by Casey Stine, seconded by Michael Miller and approved. The meeting adjourned at 7:25 pm.

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