

Winchester Parks and Recreation
Park Advisory Board Meeting
Monday, September 24th, 2018
6:30pm

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

Present: Bill Stewart, President, Shelly Lee, Vice President, Cal Allen, Andy Gail, Casey Stine, Michael Miller, Regina Coates, Hector Robertson

Absent: None

City Staff: Lynn Miller, Matt Little, Samantha Crisman, Molly Minch, Sabrina Griffin, and Thomas Lambert

Media: Brian Brehm, Winchester Star

Guests: Teri Merril (City Council candidate)

Katie Jordan, Welcome – President Bill Stewart welcomed Katie Jordan to the Advisory Board and asked her to share her background with the rest of the Board. She spoke to her political experience working on Capitol Hill and her desire to get involved in the Winchester community.

August 27th, 2018 Minutes Approval- Cal Allen moved to approve the August minutes; Casey Stine seconded, the motion was approved.

Park Naming Contest – Molly Minch, Facilities Coordinator told the Board about how the contest was inspired and thanked the committee for their help in deciding a winner. She then unveiled the winning design to the board. The winner was selected by a committee of park staff (Molly Minch, Samantha Crisman, and Sabrina Griffin) and two board members (Shelly Lee and Casey Stine). The designer is Deborah Baldwin and her design will be used in neighborhood parks in Winchester.

Public Comments- None

President's Report-

- Liberty 5k donation – we are finalizing the report and roughly \$2,800 will be donated to the Park Foundation once the number was finalized.
- Board member terms were recapped and Mr. Stewart requested a spreadsheet be distributed with terms and expiration dates at the next meeting.
- Asked for Board suggestions/ideas on how the Board can be more active and supportive of WPRD in fundraising which can be used as the park sees fit. He asked members to think and come back with ideas for the next meeting. Ms. Lee suggested a Saturday Dollar Day where community members could use the facility for a dollar; board members would volunteer at the different facilities. Mr. Gail cautioned the Board to host fundraisers at the right time and to make sure donors know what it's going towards. He suggested a gala for larger businesses or to have businesses sponsor a facility. Mr. Stewart suggested a triathlon where the funds can be used generically or specifically and noted the need to be well organized. Ms. Jordan suggested we could use the Amphitheater or fields for a dance, comedian, or sports figure to attract the community.

City Manager Comments- None

Projects and Programs Committee- None

New Format Implementation – Jim Barnett Park – The Board rode the trolley through Jim Barnett Park paying special attention to Audubon Arboretum & Shelters, Optimist Shelter, Christianson Familyland, McCormac Amphitheater, Potts Basketball courts, Wilkins Lake, Lowery Tennis Courts, and Duncan Park.

Park Director's Report –

FY-2018 Park Operational Information –

Sensory Trail – limestone dust has been spread; we are awaiting input from the Lions Club.

September 11th Observance – We thought inside worked better than outside; the event is growing and we received positive input. Mr. Allen and President Stewart were in attendance, thank you.

Outdoor Pool –

- All Paws on Deck was a success as always with 77 dogs and 150 people, thank you Mr. Gail for attending
- We experienced a tough ODP season. It was resurfaced, but bad weather put us behind opening. We were able to keep the pool open 2 weeks longer after Labor Day
- The ODP was built in the 60s. We had mechanical issues with the big pump and ordered a replacement pump; we were able to replace that on a Friday night
- Trying to find and hire qualified lifeguards; we hope to establish a new pay rate to draw in more seasoned applicants

Maintenance –

- Mowing is tough with the rain
- A Contractor is coming for Eagles Field to resolve drainage problems
- Starting a Winter/fall task list, getting some trees taken down that have died
- Maintenance facility – looking at a design build contract, contractors are busy

Personnel Update – Full Time & Part Time

- Aquatics Specialist – 2 applications, will be interviewing soon
- Desk Staff – 3 vacancies, 3 in process of hire
- Child care – still looking, hired 2

Facilities –

- Maintenance continuing

Proposed Wireless Facility –

- May be tabling the issue
- Ms. Lee asked if Mr. Miller knew when the vote will take place, he did not know

Board and Staff Orientation/Work Session –

- The Code of Ethics and Chapter 18 of city code were handed out; there will be a review of the Code of Ethics at the October meeting. Working on orienting the board to their responsibilities and relationship with the park

Advisory Board Meeting Modification –

- Meeting December 10th in lieu of meeting on November 26th and December 24th
- FY19 budget review and FY20 requests will be reviewed

Additional -

Assistant Park Director's Report –Athletics

- Flag Football – 75 kids registered
- Adult Kickball & Wiffleball – unfortunately cancelled due to low enrollment
- Volunteers/Referees – continue to have a need for both roles
- Aquatics
 - Swim lesson registration #'s - 73 group; 14 private
- Child Care/HIVE
 - PB&J started September 12; 2nd & 4th Wednesday of the month (9-11:30am)
 - Ghouls and Gals – middle school dance; October 20
- Community Rec
 - Dance-abilities – Zumba on Friday mornings
 - Bus trip to NYC – October 6; bus pickups now taking place at War Memorial
 - Schrock now picking up customers from the park!
- Special Events
 - Christmas parade registration is now open! Anticipating high number of entries
 - We will take volunteers for the Christmas parade

Board Comments/Idea Sharing:

- Mr. Stewart asked the Board to review the minutes prior to each meeting
- Please let Sam know if you attend an event so she can mark it in the next month's minutes
- Review Code of Ethics and Chapter 18 before the next meeting
- Mr. Miller- thank you to President Stewart for his initiative to be involved and for the team work between the Board and staff! Please let the staff know if we can do anything for the board
- Mr. Stewart encouraged more input and feedback from the Board team
- Mr. Gail ran into Bill Wiley and they discussed the cell tower, the plan is to table it. Questions asked were: Is the park getting true land value and is the country club a viable option?
- Mr. Robertson commented that the park is shrinking; he remembers when it went all the way to Senseny Road.

Next Monthly Park Advisory Board Meeting: Monday, Oct 22th, 2018 @ 6:30pm.

Adjournment- With no further business to discuss, a motion to adjourn the meeting was made by Shelly Lee, seconded by Casey Stine and approved unanimously. The meeting adjourned at 8:21pm.

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