

Winchester Parks and Recreation  
Park Advisory Board Meeting  
Monday, September 25, 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

**Absent:** Regina Coates, Casey Stine

**City Staff:** Eden Freeman (City Manager) and Lynn Miller (Park Director)

**Media:** None

**Guests:** None

**June 26, 2017 Minutes Approval-**

A motion was made by Calvin Allen Jr. to approve the August 28, 2017 minutes, seconded by Bill Stewart; the motion was approved.

**Public Comments-** None

**Projects and Programs Committee-** The Projects and Programs Committee met with Shentel October 2, 2017 regarding counter proposals for the cell tower.

**Chairman's Report-** No Report

**City Manager Comments-** No Report

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

**FY17 and FY18 Park Projects Update-**

- 1) **Sensory Trail, Host Lions Club** – Parks and Recreation staff met several times with the Host Lions Club to lay out a trail, the trail will feature plaques with Braille and English, as well as sensory elements for smell and touch. The trail will hopefully be started in November and completed by Spring.
- 2) **Potts Basketball Courts** – Backboards were replaced and cracks will be filled this coming week. The current goal is to reduce safety hazards, with a long term goal to refinish. A court refinishing budget is in the CIP for FY20. Chairman Bentley asked about approaching Shenandoah University to share costs and offered to sit in on the conversation.

**SVEC Powerline Replacement** – The power outage was delayed, SVEC has gone to Florida to help with hurricane relief, a new date has not been decided.

**Cell Tower Proposal** – A meeting occurred on October 2, 2017 between Lynn Miller, Matt Little, the Projects and Programs Committee, and Shentel to discuss counter proposals to the potential cell tower. Shentel will present their proposal to the board at a later date.

**September 11<sup>th</sup> Observance Event**– Six different law agencies were represented, including local Fire & Rescue, Parks and Recreation is looking to build upon the event for next year.

**Veterans Day** – The parks has scheduled a Blood Drive in partnership with SU Baseball, the American Red Cross, and Gore's Meats. The event is scheduled for Friday, November 10<sup>th</sup>, 2017.

**Maintenance Facility** – A pre-bid conference was conducted on September 15<sup>th</sup> with four contractors present, bids will be due October 3<sup>rd</sup>, 2017.

**Outdoor Pool Season** – The outdoor pool season concluded September 17<sup>th</sup>, 2017. The pool was kept open for two extra weeks, but the weather was not favorable. RFP is to have the pool resurfaced by November.

**All Paws on Deck** – The event was held on September 17<sup>th</sup>, 2017, over 100 dogs attended and good time was had by all, proceeds from the event in the amount of \$251.00 will be donated to the American Red Cross for hurricane relief.

**Personnel Update-**

- 1) **Part-Time Rec Center Attendant** – Employed one, posting continuing
- 2) **Athletic Assistant** – Employed one
- 3) **Child Care Assistant** – Hiring of one employee in process
- 4) **Aquatics Specialist** – Prepared to Requisition and Post position
- 5) **Facilities Coordinator** – Molly Minch will be moving the position

**Other** – Chairman Bentley inquired about the complaint in the paper regarding the lack of coaches, Lynn Miller responded the issue had been resolved, but we could always use more. There is a need for more officials.

**Assistant Park Director's Report- Presented by Samantha Crisman (Matt Little attending NRPA Conference in New Orleans, LA)**

**Programs and Events -**

**Athletics –**

Flag Football has 40 enrolled in the 5-7 age group, with 38 in the 8-10 age group  
Youth Softball Pitching Clinics currently has 5 registered  
Adult Kickball & Ultimate Frisbee leagues are going well  
Pickleball activity is picking up on Sunday afternoons

**Hive –**

PB&J started September 13<sup>th</sup>; 41 attended the first session  
Ghouls and Gals middle school dance will be held on October 21<sup>st</sup>, 2017

**Community Rec -**

A trip to NYC is planned for December 2<sup>nd</sup>  
Autumn Aloha Painting had 8 registered, took place on September 24<sup>th</sup>  
Private Music Lessons going well; currently looking for instructors

**Amphitheater –**

Beauty and the Beast – shown on September 8<sup>th</sup> with 40-50 attendees  
Hotel for Dogs – shown on September 22<sup>nd</sup> with 12 attendees  
Stories and Stuff cancelled the first week due to weather, one family attended the second week

**Aquatics –**

Swim lessons going well with 80 enrolled in group, private swim lesson enrollment down  
Outdoor Pool numbers: It was shared at the meeting that numbers for the season were lower than expected due to an accounting error, with further research it was determined the total number of visits was 18,025 for FY17. Lynn Miller commented that Parks and Recreation is always striving to improve our accounting systems to ensure correct data.

**City Resident vs. Non-Resident Report –**

Youth Summer Camp: Resident 125; Non-Resident 99; 56% Resident enrollment  
Flag Football: 82% Resident enrollment  
Swim 101: Resident 122; Non-Resident 156; 44% Resident enrollment  
Dog Park: Resident 111; Non-Resident 127; 46.6% Resident enrollment

**Activity Guide** – Staff compiling information for winter guide, it will be designed in-house

**Board Comments/Idea Sharing:**

The Board discussed their ideas and opinions on the forthcoming cell tower proposal and eagerly anticipate Shentel's revised proposal.

Chairman Bentley inquired about Bodie Grim Field and commented Bridgeforth Field looked nice, Lynn Miller informed the Board of the coming infield renovation.

A field use study is being done to determine when it would be best to improve fields/cultivation.

The Board commented that the fields look great and gave their compliments to maintenance staff.

**Next Monthly Park Advisory Board Meeting:** Monday, October 23<sup>rd</sup>, 2017 @ 6:30pm.

**Adjournment-** With no further business to discuss, a motion to adjourn the meeting was made by Michael Miller, seconded by Cal Allen and approved. The meeting adjourned at 7:35 pm.

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