

Winchester Parks and Recreation
Park Advisory Board Meeting
Monday, October 23, 2017
6:30pm

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

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

Absent: Regina Coates

City Staff: Eden Freeman (City Manager) and Matt Little (Assistant Director), Samantha Crisman

Media: None

Guests: None

September 25, 2017 Minutes Approval-

A motion was made by Cal Allen to approve the September 25, 2017 minutes, seconded by Casey Stine; the motion was approved.

Public Comments- None

Projects and Programs Committee- A meeting is scheduled for November 2, 2017 with Shentel regarding counter proposals to the cell tower.

Chairman's Report- No Report

City Manager Comments- The City Manager reported a follow-up meeting regarding the proposed maintenance facility, bids were received over budget.

Park Director's Report- Presented by Matt Little, Park Assistant Director

FY17 and FY18 Park Projects Update-

- 1) **Sensory Trail, Host Lions Club** – Meetings continue with the Host Lions Club, maintenance has now roughed in a trail.
- 2) **Potts Basketball Courts** – Cracks were repaired the first week of October and subsequently scraped and sanded for a smooth playing surface. Refinishing of the courts remains in the CIP for 2020.

SVEC Powerline Replacement – Power line replacement has begun and there is a planned power outage 10/28; the War Memorial Building will open at 10am.

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 10th, 2017.

Maintenance Facility – Bids were opened on 10/13 coming in over budget, a meeting is scheduled to review plans for the facility.

Personnel Update-

- 1) **Part-Time Rec Center Attendant** – Employed one (training), one other offer made
- 2) **Athletic Assistant** – Position offered to one applicant
- 3) **Child Care Assistant** – Position offered to one applicant
- 4) **Aquatics Specialist** – Position posted, receiving applications
- 5) **Facilities Coordinator** – Molly Minch will be moving to the position

Outdoor Pool Interior Renovations – Repairs have been made to drywall, painting is in progress, floors will be redone to match the floors at the indoor pool locker rooms, and shower fixtures are being updated.

Bridgeforth Infield Renovations – Infield renovations are being completed by Earthworks including laser grading to make the field level and safe, they will return this week to rebuild the mound.

FY-2019 Budget Preparation Kick-Off Meeting – Kick-off will occur a week from today (October 30, 2017).

Board Meeting Date Conflicts – Board meetings have been scheduled for November 27, 2017 and December 18th, 2017 in conflict with the Annual Christmas Parade and the holiday season. It was suggested to cancel the November meeting and to conduct the December meeting on December 11, 2017 at 6:30pm. Casey Stine made a motion to approve this change in schedule; seconded by Cal Allen. The motion passed.

Assistant Park Director's Report- Presented by Samantha Crisman

Programs and Events -

Athletics –

Flag Football's last day was Saturday, October 21

Adult Kickball & Ultimate Frisbee league seasons are finishing by the end of the month

Pickleball activity is picking up on Sunday afternoons; will transition to Tue/Thurs mornings and

Sunday afternoons starting in January

Jr and Sr Basketball league registration is ongoing; the season will begin next week

Hive –

PB&J; 31 attended the October 11 session

Ghouls and Gals middle school dance was held on October 21st, 2017, with attendance reaching the 130s

Special Events –

Spookcessible was held on October 10 with 55 kids attending (70 with adults)

Stories and Stuff was held on October 18 at the Amphitheater with 6 attending

Community Rec –

Chess Class has 10 registered

Jack Skellington Painting Class has 9 registered

Trip to NYC on December 2, 2017 has 16 registered so far

Private Music Lessons are going well with 8 registered for piano, 3 for voice, and 1 for guitar

Aquatics –

Swim lessons going well with 86 enrolled in October lessons

WoW Event (October 25-26) – Several Parks and Recreation staff will be volunteering at the event.

Activity Guide – The winter guide is being designed in-house.

Board Comments/Idea Sharing:

Chairman Bentley asked for any additional comments or ideas, there were none.

Next Monthly Park Advisory Board Meeting: Monday, December 11th, 2017 @ 6:30pm.

Adjournment- With no further business to discuss, a motion to adjourn the meeting was made by Bill Stewart, seconded by Hector Robertson and approved. The meeting adjourned at 7:00pm.

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