

Winchester Parks and Recreation
Park Advisory Board Meeting
Monday, April 25, 2016
6:30pm

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

Present: Shelly Lee (Vice-Chairman), Michael Miller, Bill Stewart, Jules Bacha and Casey Stine

Absent: John Bentley (Chairman), Regina Coates, Hector Robertson, Rosie Schiavone

City Staff: Lynn Miller, Jennifer Stotler and Eden Freeman

Media: Winchester Star

Guests: Don Ratcliff, Gold Star Family Memorial; David Andre and Sally Coates, Winchester Host Lions Club; Centennial Community Legacy Project

Shelly Lee called the meeting to order at 6:35pm

March 28, 2016 Minutes Approval:

A motion was made by Jules Bacha to approve the March 28, 2016 minutes as presented and seconded by Michael Miller; the motion was approved.

Public Comments:

Gold Star Families Monument - Don Ratcliff

Mr. Don Ratcliff, Commandant, of the local chapter of the Marine Corp League, returned to the Park Advisory Board for a second visit to seek a recommendation from the board to locate the "Gold Star Families Monument" in Jim Barnett Park. He provided a handout of a new monument that was constructed recently in Kentucky. Mr. Ratcliff has not reached out to the Herschel "Woody" Williams Foundation until he knows the project will be accepted. His plan is to raise \$50,000 in pledges from donors.

Mr. Miller met with the City's Arborist, Jen Jenkins, for her input in determining the site location near the Korean War Memorial based upon the existing trees. The area will need to be staked out and an "MOU" will need to be crafted for the care and maintenance of the monument, if constructed.

Michael Miller made a recommendation to forward to City Council, the concept that the monument be placed to just to the right of the Korean War Memorial, Jules Bacha seconded the motion; motion was approved.

Centennial Community Legacy Project- David Andre and Sally Coates

David Andre and Sally Coates, Winchester Host Lions Club members spoke to the Park Advisory Board about their club's proposal to participate in the Lions Club Centennial Community Legacy Project. The Winchester Host Lions Club in its 91st year and the Lions Club will be 100 years, this year.

For their project, they would like to construct a trail where the blind and visually impaired could enjoy nature. They reached out to Winchester Parks and Recreation to entertain the thought that a trail of such could be constructed in Jim Barnett Park. Several members of the Winchester Host Lions Club visited the park met with staff and reviewed 2 options; one being close to the Lions Club Pavilion and the Disc Golf Course and the other location was in the Arboretum. The Arboretum seemed to be the ideal location for their project.

The club has approximately \$7,000- \$8,000 to spend on the project, including the signage. The trail itself would consist of a ½ mile loop beginning and ending in a different place, no steps, a parking area, rope borders, a compacted surface (not paved) and signs written in braille.

City Manager, Eden Freeman, asked if the trail would be ADA compliant. Mr. Miller commented he felt the trail would tie in nicely with the Arboretum and has spoken with Mr. Jim Smith from the Shenandoah Valley Audubon Society, and he seemed very enthused with the idea.

The topic was tabled until next month's meeting, due to a lack of a quorum, with Jules Bacha dismissing himself since he is a member of the Lions Club.

Vice-Chairman's Report – Shelly Lee

No comments at this time.

City Manager Comments- Eden Freeman

- 1) Lynn Miller was officially appointed the new Parks and Recreation Director on April 4, 2016
- 2) FY17 Budget- The budget proposal is at City Council, included in the proposed budget options is funding for the replacement of the Park's Maintenance building.
- 3) Wi-Fi may soon be installed in the War Memorial Building.

Park Director's Report- Lynn Miller

FY16 Capital Projects Update-

- 1) **Frederick Douglass Park Improvements-** The tot lot has been ordered, quotes are being obtained for the resurfacing of the basketball courts and prices are being obtained for the addition of benches. Once everything is completed, Mr. Miller will forward a save the date for the re-dedication of the Park amenities.
- 2) **Outdoor Baby Pool Resurfacing-** The project may have to be moved to spring of 2017 due to the fact that the contractors cannot meet the project timeline.
- 3) **Indoor Pool Shell Re-Surfacing-** Starting on May 31, the Indoor Pool will be closed to the public so the pool shell can be resurfaced. Mr. Miller has been in discussion with Valley Health to partner together so park patrons can use the Valley Health facility while the repairs are being made and in turn Valley Health patrons would use the Indoor Pool in Jim Barnett Park in July when Valley Health does the same type of repair on their facility. An "MOU" is being crafted.
- 4) **Brick Façade Repair- War Memorial Building-** The construction is to start on June 1. The large trees along the pool side of the building will also be removed.

Desert Air Dehumidifier System Repair- The purchase order is complete and the repair is being scheduled to start while the Indoor Pool is shut down for the pool shell resurfacing project.

Park Projects Update-

- 1) Mowing- The park maintenance staff are consistently mowing park property about 4 days a week. All mowing is being done in house.
- 2) Arboretum Mulch- Saturday, May 21 is the anticipated date for the Arboretum to be mulched.
- 3) Willow Trees at Wilkins Lake- The willow trees at Wilkins Lake are in a dangerous state and need to be removed. New trees, of another species, will be replanted. A purchase requisition is in process, for the removal of the existing trees.
- 4) Fiber Optic to Maintenance Shop- Fiber Optic cable will be run from the Outdoor Pool building to the Maintenance Shop and the Dog Park. With the completion of the project, a keyless entry system can be installed at the Dog Park with funds from the Parks Foundation.
- 5) Repairs to Monuments- Various monuments within Jim Barnett Park have now been repaired, in house, by park staff. The bricks necessary to repair the entrance wall to the Amphitheater will be available by mid-May.

NRPA Out-of-School Time Program Grant- Stephanie Frazier, Recreation Coordinator- Youth Services, applied for the grant and was awarded \$27,000 to implement an "Out-of-School Time" nutritional feeding program this summer and next school year. The program has to be implemented at 2 sites, one being Jim Barnett Park and the other is the Timbrook House. Stephanie will be working with the Police Department to implement the program at the Timbrook House.

Earth Day Celebrations- Patsy Gochenour coordinated an Earth Day celebration in the Arts and Crafts Room to honor the artist that created the nature art painting that was donated and displayed in the room many years ago.

Park Partner MOU- All FY17 MOU's for Park Partners have been drafted and sent to the City Attorney and City Manager for review.

Park Programs- Mr. Miller asked the Park Advisory Board to take a look at all programs and see what they would like to have implemented.

Interim Assistant Director's Report- Jennifer Stotler

Programs- The annual "Spring Fling" Middle School Dance was held April 9 and 86 middle schoolers attended. The department rented their PB&J parties once in April and twice in May. Children Swim Lessons numbers for the current April session was 212. Gymnastics had 10 enroll and BMX 101 had 13 enroll.

Special Events- Swinging Fore Sports Golf Tournament will be held May 5, Kidzfest Event on May 14 and the City Environmental Event, May 21.

Next Monthly Park Advisory Board Meeting: Monday, May 23, 2016 @ 6:30pm.

Board Comments/Idea Sharing:

Jules Bacha commented how interesting the concept was for the blind walking trail. He also inquired of Mr. Miller how many employees were mowing.

Mr. Miller commented that filling some Aquatics positions were top priority for the department since the Aquatics Specialist is vacant and the Aquatics Coordinator will become vacant after May 5.

Michael Miller spoke with Winchester Rugby and they thanked the park and said they were very pleased.

Ms. Shelly Lee commented how she would like to bring everyone on board, maybe even working with the Park Foundation, to have a project. One option she mentioned was the scoreboard at Bodie Grim Field.

Adjournment- With no further business to discuss, a motion to adjourn the meeting was made by Jules Bacha, seconded by Casey Stine and approved. The meeting adjourned at 7:37pm.

Respectively submitted by Jennifer Stotler; Park Administration Coordinator