

Winchester Parks and Recreation  
Park Advisory Board Meeting  
Monday, April 27, 2015  
6:30pm

Meeting Location: Lord Fairfax Room, War Memorial Building

**Present:** Shelly Lee (Vice-Chairman), Jules Bacha, Hector Robertson, Brian Wigley and Regina Coates

**Absent:** Rosie Schiavone, John Bentley, Kyle Homan and Matt Mintschencko

**City Staff:** Jennifer Jones, Jennifer Stotler and Eden Freeman

**Media:** Derek Gomes

**Guests:** None

Shelly Lee called the meeting to order at 6:30pm.

**Approval of February 23, 2015 Minutes:**

A motion was made by Brian Wigley to approve the February 23 minutes as presented; Jules Bacha seconded the motion. The motion was approved.

**Public Comments: None**

**Vice- Chairman's Report**

Shelly Lee

Shelly recognized the staff for the work that they did on the Summer Program Guide.

**Director's Report**

Jennifer Jones

1. Bridgeforth Field Artificial Turf Update
  - a. 2<sup>nd</sup> draft of the ITB was sent to Finance for approval and should be sent out next week.
  - b. Work is scheduled to begin the 2<sup>nd</sup> week in September after the Patsy Cline Festival
  - c. A report has been requested for regarding the safety and maintenance of the turf
    - i. Safety as far as nanoparticles, heat related illnesses and sport injuries. And maintenance – does it require more maintenance than regular Turfgrass and do we have the folks to take care of the facility.
2. Park Projects
  - a. Communal Swing set
  - b. Mini-golf and McCormac Amphitheatre wall
  - c. Flower beds
  - d. Field – pulling cores, fertilizing. Ordered top dressing for Preston and infield mix for the T-ball Field.
3. Skate Pavilion Update
  - a. Dismantle and sell
  - b. Shelly Lee asked if the direct donations that were made to the project could go back to the project.
4. Program Guide
  - a. Street Distribution happened last week. Direct mailing happened last week and over the weekend. All residences should have received the guide. It was larger due

to the inclusion of the Annual Report and Needs Assessment data. So far it has been received very well.

4 a. War Memorial Building Brick Veneer CIP:

a. The War Memorial Building Brick Veneer CIP that involves the brickwork pulling away from the concrete masonry unit is still being scheduled. The project was lumped in with City Hall brick work to save money. We still hope to have the work completed by June 30<sup>th</sup>. The project is being handled out of the Public Services Department as it involves Engineering.

5. Community Garden- 3<sup>rd</sup> Ward

a. The community garden interest meeting was held this past Friday. The interest was minimal but; not representative as the guide did not get out in time for the meeting. We have rescheduled for May 8<sup>th</sup>. We received a 30-30 Grant for \$750 to help defray some of the costs for the garden like soil samples, bringing water and fencing. This project is a collaboration with Mt. Carmel Baptist Church and our Public Works Recycling Coordinator. This would be the second City sponsored community garden.

6. Green Circle Trail

a. One of the top 2 priorities in the Needs Assessment for additions, expansions and improvements is the completion Green Circle Trail. Phase II of the trail was recently awarded to W-L Construction and Paving. Work will begin this summer. That project is directed by the City's Planning Department.

7. Family Literacy Day

a. Family Literacy Day was held on April 18<sup>th</sup> in Frederick Douglass Park. About 150 folks were in attendance for the event. The WPRD was a major player in the event and provided resources in the way of the Bubble Van, physical activities and an information booth. We are also collaborating with FD Family Day on August 2<sup>nd</sup>. We have requested funds in the 2016 Budget to help with expenses associated with the event. This is in-line with City Council's goal of directing more resources to the North End.

8. Staff Changes

a. Advertising the Facility Coordinator position and the Assistant Director position. Jennifer Stotler is Acting Assistant Director.  
b. Hiring freeze and can't fill seasonal positions for summer camp and pool.

9. General comments

a. Tractor- Obtaining quotes for a new tractor to help on fields.  
b. Illness in Maintenance- Short Staffed.  
c. Skate Park Sponsorship with NAPA- sponsorship package was \$10,000. Jenny will communicate with him.  
d. User Group Field Panel – Ideas to create a field panel regarding lack of field space for all the new sports and expanding sports. Can't support hosting any more leagues. Tournaments, clinics, and workshops only. Nothing beyond what they have booked in the past.

## **Acting Assistant Director's Report**

Jennifer Stotler

### Programs:

- 1) Girls Volleyball(Ages 11-12/ 30 and Ages 13-15/ 40 and Smart Start Soccer (12 enrolled)in last 2 weeks of play
- 2) Ki-Akido classes are going very well (martial Art class)
- 3) Ballet very popular over 17 students had to offer 2 times for class due to numbers- Thursdays from 6-7, started April 2 until May 21
- 4) Social Media classes seem to still be popular (Tablet class had 10)
- 5) Children's swim lessons session has 201 students.
- 6) Tasty Home Cooking had (5)
- 7) Summer Camp enrollment started and filled within 3 days. Waiting list now

New Programs to watch for the Summer: Torchlight Yoga, Summer Camps, Senior 1 day trips and Senior Bowling.

Athletics Coordinator, Jennifer Justice is working with Mary Dorsey from USA Field Hockey to run a girls field hockey program this summer.

The grant provided is about \$400.00 worth of equipment. USA Field Hockey is offering a FUN-damentals Field Hockey program for any local organizations who would like to introduce kids to field hockey:

- Harrow Sports has partnered with USA Field Hockey to provide 6,000 sticks, 6,000 balls and 3,000 cones annually to those who are eligible. That means each program will receive 24 sticks, 24 balls, 12 cones, a carrying bag and a curriculum! The equipment can stay at the recreational organizations to be used by hundreds of kids each year.

Mary Dorsey has offered to run the program for WPRD. We are looking at 2 sessions (M&W June 22 – July 22 from 6-7p @ Weaver Park & M&W July 27 – August 26 from 6-7p @ Weaver Park). Parks would like to charge a small fee in order to get more participants interested in this new program.

### Facilities:

- 1) Renovations to the Outdoor Pool, ceiling, restrooms
- 2) Painting throughout the War Memorial Building
- 3) Outdoor Pool request from Aquatics to change Adult Lap Swim earlier in the evenings and move Winchester Swim Team to later hours. Works best for both parties plus Winchester Swim Team is on board to share pool space so a Water Aerobics class can be worked in. Charge them short course fees instead of long course since they are giving up pool lanes for the class.

Brian Wigley made a motion to accept the request as presented; seconded by Jules Bacha the motion was approved.

### Special Events:

- 1) Easter Egg Hunt, March 28/ sponsored by the Winchester Kiwanis, very cold at the event, first time they did not pick up all of the eggs. Thanks to Shelly Lee starring as the Easter Bunny!!
- 2) Eggcessible, March 24, went well.
- 3) Egg Splash, March 28, went very well. Numbers were slightly lower than last year.
- 4) Swinging Fore Sports Golf Tournament, good, total of 6 teams- 24 participants. Malloy Ford was title sponsor. The event was held on April 9<sup>th</sup>, pushing it later next year for warmer weather.
- 5) Literacy Day, April 18, bubble van made its appearance, park represented very well.
- 6) Spring Pancake Day, March 28
- 7) Cardboard Boat Regatta, was held Saturday, April 25.
- 8) Spring Fling Dance, April 11, 84 tickets sold.

### **Next Monthly Park Advisory Board Meeting:**

May Date and Time; Monday, May 18 at 6:30pm

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

Hector Robertson asked about speed tables in the Tennis Court areas. Currently, they are not budgeted in the Parks operating budget.

Jules Bacha asked who maintains the pavilions in Jim Barnet Park. The pavilions are maintained by Park staff.

Jennifer Jones commented that Brian Wigley, Matt Mintschenko and Kyle Homan Park Advisory Board terms expire on June 30, 2015.

Shelly Lee commented a fundraiser has been organized for the Park's Financial Aid fund at Chipotle on Monday, July 27.

**Adjournment-** With no further business to discuss, Brian Wigley made a motion to adjourn the meeting; the motion was seconded by Jules Bacha and the meeting was adjourned at 7:33pm.