

Winchester Parks and Recreation
Park Advisory Board Meeting
Monday, August 24, 2015
6:30pm

Meeting Location: Lord Fairfax Room, War Memorial Building

Present: John Bentley (Chairman), Shelly Lee (Vice-Chairman), Hector Robertson, Rosie Schiavone, Regina Coates and Michael Miller

Absent: Jules Bacha

City Staff: Lynn Miller, Interim Park Director, Jennifer Stotler and Eden Freeman

Media: Derek Gomes

Guests: James Foster and Colby Cook

John Bentley called the meeting to order at 6:30pm.

June 22, 2015 Minutes Approval:

A motion was made by Shelly Lee to approve the June 22, 2015 minutes as presented and seconded by Hector Robertson; the motion was approved.

July 27, 2015 Minutes Approval:

A motion was made by Hector Robertson to approve the July 27, 2015 minutes as presented and seconded by Michael Miller; the motion was approved.

Public Comments:

James Foster and Colby Cook spoke to the Park Advisory Board as part of their Eagle Scout project. Their question to the group was how many Eagle Scout Projects have been completed in Jim Barnett Park.

Chairman's Report – John Bentley

No report at this time.

Park Director Position Update- Eden Freeman

Ms. Freeman updated the Advisory Board that the City was continuing the search and trying to be diligent in finding the right candidate.

Interim Director's Report- Lynn Miller

FY16 Capital Projects- Park Staff are reviewing the FY16 Capital Projects; some are being scheduled and some will begin once winter has passed.

Entrance Sign – Lowry Drive - The old entrance sign from the Pleasant Valley location has been relocated on Lowry Drive near Potts Basketball Courts.

Partner Groups- Lynn and Jennifer have met with all but 2 of the Park Partner Groups. BRYSA is one of those groups. Staff is still hoping to meet with them to discuss plans for next season. Land has been purchased for their new location but no fields are in place yet.

Amphitheater Entrance- Staff met with Cara Harris and Trudy McCormac to discuss the entrance, brick wall refurbishing, overgrowth, re-capping and replacing missing bricks. The memorial for Mr. Christianson has also been cleaned around.

Familyland Adoption- Old Town Kiwanis Club has adopted Christianson Familyland as their project and they plan to keep the playground clean.

Severe Weather Policy- Lynn Miller asked the Park Advisory Board for a recommendation on a “Severe Weather Policy” the Staff drafted the policy to address more in depth all types of severe weather as currently the department only has an Inclement Weather policy in place. A motion to recommend the policy, as drafted and send it forward to the City Manager for approval, was made by Shelly Lee and seconded by Regina Coates, the motion was approved.

Advisory Board-Park Foundation Collaboration- Lynn Miller would like to arrange a meeting between the Park Advisory Board and the Winchester Park Foundation to collaborate and identify common goals.

Interim Assistant Director’s Report- Jennifer Stotler

Late Fee Policy Recommendation- Stephanie Frazier, Child Care Coordinator presented her draft of a “Late Fee Policy” she would like to implement with her After School Program. The Park Advisory Board made a few suggestions and revisions to the draft, no recommendation was made and Mrs. Frazier will bring the policy back before the Board once revisions are completed.

Fitness Room Policy Recommendation- A draft policy stating fitness attire and etiquette within the facility was presented by staff for recommendation from the Park Advisory Board. A few changes were made to include 1) Adding No Profanity or excessive noise, 2) No toed shoes instead of fingered shoes, 3) No muscle type shirts, 4) Between 14 to 16 years, 5) Exposed zippers and 6) Water and fitness drinks.

Mike Miller made motion to recommend the policy be forwarded to the City Manager for approval, with the amendments made, the motion was seconded by Shelly Lee and the motion was approved.

Programs- Camps have finished, Movies on the Mall have finished; children’s swim lessons will start soon.

Special Events- One Last Splash was held at the Outdoor Pool and it was geared toward Middle School children.

Next Monthly Park Advisory Board Meeting: Monday, September 28, 2015 at 6:30pm.

Board Comments/Idea Sharing:

Shelly Lee inquired if the cell phone tower was still being discussed in the park. The Shentel Tower Plan has been dissolved by the City Manager.

Shelly Lee inquired if the Park staff were involved in the United Way Day of Caring. Staff has planned to take 23 students and faculty from Daniel Morgan Middle School and 10 FBLA students from Handley High School.

John Bentley is interested in starting meetings and discussions about the information collected from the Parks and Recreation Needs Assessment.

Adjournment- With no further business to discuss, a motion to adjourn the meeting was made by Rosie Schiavone, seconded by Hector Robertson and approved. The meeting adjourned at 7:50pm.

Respectively submitted by Jennifer Stotler; Park Administration Coordinator