# MEMORANDUM

**TO:** Board of Trustees  
**THROUGH:** Steve Pinkerton  
General Manager  
**FROM:** Indra Winquest  
Parks & Recreation Director  
June 2019 Parks & Recreation Department Status Report  

**DATE:** July 15, 2019

<table>
<thead>
<tr>
<th>Incline Village Parks &amp; Recreation Status Report</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation Center Monthly Touches</td>
<td>20,729</td>
<td>24,073</td>
<td>6,272</td>
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<tr>
<td>Fiscal (YTD) Touches</td>
<td>120,512</td>
<td>310,384</td>
<td>288,473</td>
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<td>Parks &amp; Rec Counter Monthly Touches</td>
<td>32,966</td>
<td>33,349</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Seniors Monthly Touches</td>
<td>1,102</td>
<td>973</td>
<td>1,030</td>
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<td>Fiscal (YTD) Touches</td>
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<td>11,382</td>
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<td>Aquatics Monthly Touches</td>
<td>7,552</td>
<td>7,422</td>
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<td>Fiscal (YTD) Touches</td>
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<td>71,890</td>
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<td>Fitness Monthly Touches</td>
<td>2,653</td>
<td>2,730</td>
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<td>Fiscal (YTD) Touches</td>
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<td>29,457</td>
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<td>Youth/Family/Events Monthly Touches</td>
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<td>626</td>
<td>486</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Sports Monthly Touches</td>
<td>903</td>
<td>609</td>
<td>826</td>
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<td>Fiscal (YTD) Touches</td>
<td>7,684</td>
<td>6,967</td>
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<td>Facility &amp; Field Rentals Monthly Touches</td>
<td>7,975</td>
<td>8,025</td>
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<td>Fiscal (YTD) Touches</td>
<td>47,670</td>
<td>48,110</td>
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<td>Monthly Beach Touches w/o boat &amp; Jet</td>
<td>29,167</td>
<td>34,992</td>
<td>32,743</td>
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<td>Fiscal (YTD) Touches</td>
<td>186,048</td>
<td>190,260</td>
<td>192,321</td>
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<td>Monthly Tennis Touches</td>
<td>2,488</td>
<td>2,482</td>
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<td>Fiscal (YTD) Touches</td>
<td>15,112</td>
<td>13,922</td>
<td>13,082</td>
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</table>

| Department Monthly Totals                        | 106,200 | 115,281 | 94,262 |

| Department Fiscal YTD Totals                     | 653,129 | 857,420 | 853,257 |
RECREATION CENTER

- Total Revenue broke a million this year!!!! The first time since we opened. The Recreation Center total revenue was $91,000 over last year’s revenue of $929,927.
- Electronic people counter broke during the month of June and was not replaced soon enough to get an accurate count.
- 2018-2019 CIP for fitness equipment was completed and closed. 2019-2020 equipment quotes are in confirmation process.
- All but two new soap dispensers for restrooms and Locker rooms are installed.
- Deck project is well underway and projected for July 15 completion.
- Commission incentive plan for front counter is completed and approved.
- Fixed Asset Inventory completed for Recreation Center
- Chemical storage out building ordered
- Continuing process of Kids Zone deregulation.
- End of the Year inventory completed June 11.

A Look Ahead – July

- Ongoing consideration of purchasing or renting another vending machine for snacks to help reduce congestion at the front counter during peak times and possible a vending machine poolside with goggles and swim caps.
- Raffle and incentive program roll out to encourage residents to create a profile for online registration and update their contact information.
- Create list of fund raising events and rental fees to augment revenue in Kid Zone
- Host Fitness Instructor meeting
- Review results of Rec Center Member survey

RECREATION COUNTER

- Kayak Renewals
- Worked on RecConenct
- Issued Access tickets in preparation for the 4th of July
- Worked on punch card and pass renewals
- Staff Training for clerks

A Look Ahead – July

- Additional Kayak rental rack slot sales.
- Continue issuing passes and punch cards
- 4th of July!
FITNESS, HEALTH AND WELLNESS

• Personal Training revenue reached an all-time high in 2018-2019
• Wrapped up the Spring Tai Chi program
• Finalized Washoe County and NLTFPD permits for 2019 July 4th events that will take place at IVGID Venues

A Look Ahead – July

• Look for reports on the 2019 July 4th Festivities
• Prep for 2019-2020 Health & Wellness Employee Venue visits
• Personal training Bonus report
• Exploring alternative funding options for 2019-2020

SENIORS

Senior Transportation – group shuttle schedule:

• Tuesdays - Carson City - June 4 & 18 / Reno – June 11 & 25
• Wednesdays - Local (IV/CB/KB) – June 5, 12, 19, & 26
• Truckee/Local Friday – June 14

• Conversation Café:
  o June 6: Do You Believe Fate, Destiny, or Free Will Determines Your Life Path?
  o June 13: Socialism v. Capitalism – Perspectives & Opinions
  o June 20: Current Events
  o June 27: The Importance and Value of Recognizing Independence Day

• 55+ Hiking Series kicked off with the first hike of the season to the Truckee River Walk. Hikes are scheduled each Tuesday through October. Meet at the Recreation Center at 8:15 for an 8:30 departure.
• Wed, June 12, 9 people joined senior programs for a trip to the Empire Mine State Park tours and lunch in nearby Nevada City.
• Incliner events hosted 236 local seniors for their June events. Events included the potluck on June 4, Catered Dinner on June 18, singles group dinner, and book club.
• Vets Club hosted approximately 58 people for them monthly general meeting and assorted Independence Day prep meetings. Guests were treated to a display of the Wounded Warriors vehicle thanks to member, Raul Caceres.
• AARP Safe Driving Class was held June 12 with 5 participants.

A Look Ahead – July
Senior Transportation – group shuttle schedule

• Tuesdays - Carson City – July 2, 16, & 30/ Reno – July 9 & 23
• Wednesdays - Local (IV/CB/KB) – July 3, 10, 17, 24, & 31
• Friday Truckee/Local – July 12

• Conversation Café:
  o July 4 – CANCELLED DUE TO INDEPENDENCE DAY ACTIVITIES
  o July 11: People’s Choice
  o July 18: Current Events
  o July 25: To Believe or Not to Believe – Ghosts, Conspiracy Theories, Aliens, Chem Trails, etc.

• Beach Bocce Ball Sunset Socials began June 5th! Join the fun on Ski Beach each Wednesday at 4:00pm.
Preregistration required by noon on the day of play! Register at the Recreation Center prior to the deadline!

- 55+ Hiking Series continues on Tuesdays, from 8:30am – 3:00pm. Join the group for a day of exploring different trails in the Tahoe Basin. Bring lunch, water, sunscreen, and a camera!
- Incliners Potluck dinner is cancelled for July 2 due to other community festivities, Catered Dinner is on July 16, along with book club, & singles.
- Veterans Club General Membership monthly meeting will be Thursday, July 25, at the Chateau. All are welcome to join the gathering for lunch, a featured speaker, and camaraderie.

PARKS
- Parks staff participated in the May District Safety Committee meeting. Fire extinguishers and eye wash station signed off. Crowd management training taken by three Parks employees in June.
- Beach raking conducted at Ski Beach and Incline Beach, debris, micro-plastics picked up.
- Raking, slicing, fertilizing, amendments added, planting seed took place in June. Village Green was temporarily fenced off to grow in seed.
- Brush Crew, Fitness Trail, Tennis Center, Burnt Cedar, Ski Beach, Incline Creek SEZ.
- Ten trees at Administration removed.
- Dead fir tree cut down in Fitness Trail.
- Skate Park repairs included crack filling, patching holes, completed by contractor on 6/7/2019
- IVGID’s Arbor Day is June 14 took place and a three trees planting at Preston Park.
- Beach Capital Improvement furnishings delivered. Eight picnic tables placed at beaches, snack-bar table and chairs placed at Burnt Cedar. Twenty-four lounge chairs and forty sand chairs setup at the beaches in June.
- Vermont Main Trac maintenance software continued in the testing mode for June in Parks.
- Update: proposed Earth Walk trail from Galls Dungal at Visitor Center,
- Pathway at Ski Beach from parking area to kayak racks was enhanced with decomposed granite.
- Ballfield opened League play; tournaments took place June 15, 16
- Invasive weeds being addressed in SEZ, Fitness Course, Village Green,
- Vandalism: graffiti tagging incident 6-7-19 on signs at Visitors Center, Recreation Center, Ski Beach, Incline Beach
- Fertilized Village Green turf with BIOSAPHE liquid fertilizer and amendment products.
- Perennial plants added to some flowerbeds at beaches, Aspen Grove, Recreation Center and Tennis Center.
- Hiring additional seasonal staff, five J-1 students started work in June.
- Third Creek warning signs installed at Ski and Incline Beaches.
- Tournament took place June 15 16
- Staging additional dumpsters, portable toilets, hand wash station, portable light towers, in last June for July 4.

A Look Ahead: July
- July 4th week, activities
- Tournaments scheduled for July 6,7
- Numerous picnic reservations at beaches
- Earth Walk trail signs being made by Jacquie Chandler

- Invasive weeds being hand pulled in SEZs, Fitness Course, and Village Green.

YOUTH, FAMILY & COMMUNITY PROGRAMS
- Update website for department
- Summer program marketing
• Program and event flyers
• Maintain the department Facebook page
• Eflyers
• Teaching CPR and First Aid Classes
• Organize Specialty Camps

A Look Ahead – July

• Summer specialty camps begin
• Assist Tennis Ice cream social
• Event planning and marketing
• Marketing
• Social media marketing

SPORTS

• Youth Softball finished
• Adult Softball started
• Youth Basketball lunch crew & dinner crew started
• Youth Flag Football was proposed and planned to start in September.
• Youth basketball camp
• Youth volleyball camp

A look ahead – July

• Adult Softball continues
• Youth Basketball lunch & dinner crew continue
• Youth Flag Football in Vermont & running full registration mode to start in September
• Start organizing Indoor Soccer for October
• Start organizing Play Like A Champion Basketball for October

AQUATICS

• Session VI completed
• Swim team with increasing numbers
• Swim Around Tahoe with increasing numbers
• In-water slide open on weekends
• ARC lifeguard class completed
• ARC WSI class completed
• Jr. Aid class completed
• Nike Swim Camp took place last week

A Look Ahead – July

• Summer Swim Lessons Session II begins July 8th at both Burnt Cedar and the Rec Center
• Jr. Lifeguard class starts July 8th
• Continuing to hire and train lifeguard staff for the Summer

TENNIS

• Tennis Center is open and running
• Staffing is complete and training is ongoing
• Clinics and programs have begun

A Look Ahead – July

• Community appreciation week July 19th and 20th
• Kids Camps continue
• Pickleball clinics, drop-in and socials.
• Preparation for Incline Open in August