MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winquest
Interim General Manager

FROM: Parks & Recreation Team
October 2019 Parks & Recreation Department Status Report

DATE: November 15, 2019

<table>
<thead>
<tr>
<th>Incline Village Parks &amp; Recreation Status Report</th>
<th>2017</th>
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<td>Monthly Touches</td>
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RECREATION CENTER

- Recreation Center Revenue for the month of October is 3,180 lower than budgeted. We are assuming this is due to high October temperatures. People are waiting to come inside. Operating expenses are lower as well due to fewer people.
- Quotes for Fitness Equipment 2019-20 CIP will be confirmed in November
- Incline Glass measured for mirrors to cover holes for both women’s restrooms. They sent a quote and we are in the process of adding a bit to lengthen the mirrors.
- Commission incentive plan for front counter is completed and approved, and will be discussed with front desk employees this November.
- Kid Zone is officially free to members, has been deregulated, and a new information flyer is complete and is available to all members.
- New items for Merchandise have been ordered including new Nike, Cover your tail and Live a Tahoe Day merchandise.
- CIP review has begun with Andy and Nathan.
- CC Cleaning was awarded the cleaning contract with Rec. Center
- Evaluations and PANs completed for October.

A Look Ahead – November

- Ongoing consideration of purchasing or renting two vending machine for snacks at Tennis and Rec Center to help reduce congestion at the front counter during peak times and reduce theft/maintain better control
- Raffle and incentive program roll out to encourage residents to create a profile for online registration and update their contact information...delayed
- 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
- Group Fitness meeting November
- Evaluation for November
- General Maintenance has been assigned to John F and Dan V.
- Meet to discuss CAPRA accreditation

RECREATION COUNTER

- Kayak Renewals
- Worked on RecConnect
- Issued Access tickets in preparation for the 4th of July
- Worked on punch card and pass renewals
- Staff Training for clerks
A Look Ahead – November

- Additional Kayak rental rack slot sales.
- Continue issuing passes and punch cards
- 4th of July!

FITNESS, HEALTH AND WELLNESS

- Personal Training continues to beat projections
- Wellness through the Arts Programs
  - Kids Fairytale Ballet, Jazz, Hip Hop and Middle School Dance began on September 6
  - Ongoing Adult Ballet and Ballroom Dance continue

A Look Ahead – November

- Monthly Health & Wellness district venue lunch and learn meetings are in the works.
- Planning with Prominence for the November Benefits, Health & Wellness Fair continues
- Paint with Watercolor with Instructor Ronnie Rector in October
- Trainer Trish McKowen offers a drop-in Foam Rolling class on Tuesdays and Thursdays
- Partnership youth program discussions with Boys and Girls Club are in the works
- Sponsorship meeting with Chase International scheduled in October

SENIORS

Senior Transportation services helped 141 local seniors take care of business and get where they needed to go. Shopping, medical appointments, recreational activities, and travel opportunities were accomplished by participating patrons.

Senior Transportation – group shuttle schedule

- Tuesdays - Carson City – Oct 8 & 22; Tuesdays Reno – Oct 1, 15, & 29
- Wednesdays - Local (IV/CB/KB) – Oct 2, 9, 16, 23, & 30
- Friday Truckee/Local – - - Local (IV/CB/KB) – Oct 4, 11, 18, & 25 ; Truckee – Oct 11

- Conversation Café:
  - Oct 3: What is the most uplifting thing happening in the world right now? What is the most tragic thing?
  - Oct 17: Current Events (Conversation Café will be held at the Chateau on this date!)
  - Oct 24: Who Does Family Separation Hurt (or Help), and How?
  - Oct 31: People’s Choice

- 55+ Hiking Series continues to get seniors out-and-about to explore many of the thousands of trails in the Tahoe basin. Hikes are scheduled each Tuesday through November. Meet at the Recreation Center at 8:15 for an 8:30 departure.
- Incliner events hosted 166 local seniors for their two Oct dinners, book club & singles dinner.
- Senior outings to Thunderbird Lodge on October 16 and the Amador County Wine country on October 18 were attended by a collective 42 people.

A Look Ahead – November

Senior Transportation – group shuttle schedule

- Tuesdays - Carson City – Nov 5 & 19; Tuesdays Reno – Nov 12 & 26
- Wednesdays - Local (IV/CB/KB) – Nov 6, 13, 20, & 27
- Friday Truckee/Local – - - Local (IV/CB/KB) – Nov 1, 8, 15, 22, & 29 ; Truckee – Nov 8
• **Conversation Café:**
  
  **Nov 7**: This & That
  
  **Nov 14**: If you could go back in time and change something about your life or choices, what would it be?
  
  **Nov 21**: Current Events & Thanksgiving Celebration
  
  **Nov 28**: NO CONVERSATION CAFÉ DUE TO THANKSGIVING HOLIDAY 😊
  
  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. Wear comfortable shoes, & clothing, and bring lunch, water, sunscreen, and a camera! Hikes this time of year are weather-dependent.
  
  Incliners Potluck dinner is Tuesday, Nov 5, Catered Dinner is Tuesday, Nov 19, along with book club, & singles.
  
  The senior outing for November is the seasonal outing to Apple Hill on Nov 20. For registration for either or both, call the Recreation Center front desk.

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**PARKS**

- October’s District Safety Committee meeting was cancelled. Fire extinguishers and eye wash station signed off. Slow vehicle triangle signs ordered and being installed on gator utility vehicles.
  
- Soccer fields relined at Preston Field, Village Green and Incline Park. Flag football field relined at Preston field.
  
- NTLL Fall Ball games at Preston during October.
  
- Adult Soccer IVGID Rec League Soccer games played on Wednesday nights.
  
- Field activities included Flag Football, AYSO Soccer, Sierra Nevada College dry land training, NTLL Fall Ball.
  
- Noxious weed control took place in SEZ areas along Third Creek and Rosewood Creek.
  
- Incline Park field #3 field improvement proceeding; construction meetings held every Friday.
  
  
- Flower bulbs planted at Beaches, Preston Park, Aspen Grove, Village Green, Recreation Center, Administration Building, Parks, and Tennis Center.
  
- Beach lounge chairs and lifeguard chairs placed in winter storage.
  
- Dog Days took place on October 5, 2019 from 11am to 1pm at Burnt Cedar pool. Better attended than ever.
  
- Pumpkin Patch special event scheduled at Incline Park Field #1, October 19, 2019. Participation exceeded last year’s event.
  
- Trail of Treats & Terror scheduled for October 24, 2019. Number of children exceeded last year participation.
  
- Irrigation systems scheduled for blow out last week of October first week of November. Some restrooms closed for winter, drinking faucets turned off.
  
- Invasive species training completed by Parks Crew Supervisor.
  
- Erosion control wattles, sand bags placed by runoff areas and by drains.
  
- Snow staking of parking lots and landscape areas.
  
- Playground slide repair done at Preston Park; outside vender conducted special plastic welding.
  
- Rodent control devices placed inside buildings and storage areas.
  
- Buildings and Parks monthly meeting held. Coordinating repairs throughout the parks facilities.
  
- Two bear-boxes (trash/recycle) ordered.
  
- Ski Beach temporarily open to dogs for the winter October 15 to April 15 next year. Doggie bag dispensers installed at Ski Beach, and additional “No dogs allowed” signs placed at Incline Beach and Burnt Cedar Beach.
  
- Portables placed at Incline Beach for the winter and temporarily at Tennis until the weather turns to winter.
  
- Contacted volunteers and requested increased presence of Goose Patrol at Burnt Cedar to deter geese.
  
- Conducted training for new goose dogs and volunteers.
  
- The Fleet Department serviced equipment and rolling stock before winter.
  
- Seasonal layoffs continued to occur.
• Cigarette urn cans placed at some park sites to reduce litter and provide safe disposal of cigarettes.
• Coordinating with NLTFPD to cleanup dead trees and brush in SEZ area of Incline Creek.
• Third Creek pathway bridge repair completed by contractor through Buildings Department.
• Requested J-1 employees for next season through HR Department.

A Look Ahead: November
• Parks staff will conduct boat inspections and handle launching and retrievals without the winter.
• Fungicide application to sports fields.
• A new trash/recycle bear box installation at East Park.
• Pump track to have tarps covering jumps for winter and signs going up: “Closed for the Season”.
• Incline Park field #3 construction storage area located just outside the Parks Building in the Parasol parking lot scheduled to be cleaned up and removed.
• Parks Crew Supervisor completing testing and receiving NV Restricted Use Pesticide Applicator Certification in three categories.
• Earth Walk signage installed along loop trail to/from Visitor’s Center.

Community Events:

A look ahead-Fall & Winter
• Dog Days of Fall 10/5/19
• Trail of Treats and Terror 10/24/19
• Middle school dance 11/15/19
• Community Tree Lighting 12/6/19
• Brunch with Santa 12/14/19

SPORTS

• Adult Coed Outdoor Soccer league has 8 teams every Wednesday night.
• Youth Flag Football has 9 full teams competing every Saturday.
• Adult 3 v 3 Basketball has 5 teams competing every Wednesday.
• Pee Wee Sports has 10 – 12 kids playing Mondays, Wednesdays & Fridays.
• Adult Cornhole is competing every Thursday night.
• Youth Indoor Soccer has over 30 kids competing every Tuesday afternoon.
• Adult Volleyball has 7 teams competing every Tuesday night.
• Youth Play Like A Champion Basketball has 30 kids every Friday.

A look ahead – November

• Adult Volleyball keeps going strong.
• Adult Coed outdoor soccer wraps up Nov. 6
• Adult 3 v 3 basketball wraps up Nov. 20
• Adult Cornhole wraps up Nov. 21
• Youth Flag Football wraps up with the Super Bowl on Nov. 16.
• Start registration for Youth Basketball League that starts in Dec.
• Start registration for Adult Indoor Soccer
• Start registration for Teen Indoor Soccer

AQUATICS -
• Session I of Fall swim lessons began on September 30th
• Swim team with increasing numbers
• Swim Around Tahoe with stable numbers
• In-water slide open on weekends
• Inter squad meet October 25th well-attended

A Look Ahead – November

• Session II of Fall swim lessons to begin on November 4th
• Planning for new Fall/Winter/Spring programs
• Continuing to recruit swim instructors

TENNIS - October

• Tennis Center is Closed October 19 and Usta matches will end November 3
• Staffing is lessening with the end of season.
• Kids camps will end
• Youth Programs are coming to an end.

A Look Ahead – November

• Looking to shut down tennis in mid October
• Pickleball clinics, drop-in and socials continue.
• Pro Shop hours will continue at 9am-6pm closed Sundays.