**MEMORANDUM**

TO: Board of Trustees

THROUGH: Steve Pinkerton  
General Manager

FROM: Indra Winquest  
Parks & Recreation Director

SUBJECT: September 2018 Parks & Recreation Status Report

DATE: October 17, 2018

<table>
<thead>
<tr>
<th>Incline Village Parks &amp; Recreation Status Report</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
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<tr>
<td>Recreation Center Monthly Touches</td>
<td>5,601</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Monthly Beach Touches w/o boat &amp; Jet</td>
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<td>Department Monthly Totals</td>
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<td>Department Fiscal YTD Totals</td>
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RECREATION CENTER

- Electronic people counter reported total visits of 22,707 for the Rec Center in September.
- Walked Rec Center entrance site to discuss Capital Project of walkway pavers.

A Look Ahead – October

- Ongoing consideration of purchasing or renting another vending machine for snacks to help reduce congestion at the front counter during peak times.
- Raffle and incentive program roll out to encourage residents to create a profile for online registration and update their contact information.

RECREATION COUNTER

- Organized and scheduled Vermont Systems on-site training for accounting team in November.
- Sales of additional kayak rack rentals.
- Continued fall programming input to Vermont Systems.

A Look Ahead – October

- Back end software procedure training to additional Rec Clerk staff and Supervisors.
- Hold end of season Beaches meeting with supervisory staff to discuss summer procedures.
- Change comp vouchers for Tennis Center and Recreation Center to scanning vouchers out of Vermont.
- Design RecConnect templates in Vermont email portal.

FITNESS, HEALTH AND WELLNESS

- The successful Backyard Tai Chi program with Dave Norehad wrapped up on September 26. Due to popular demand, the continuation of the program in October is in the works.
- Fall Youth Dance classes, with instructor Brittnee Bramy are in full swing at the Rec Center. Dancers are preparing for the December 13 recital in the Incline High School Theater.
- Ongoing Adult Ballet, taught by Daniele Pearson, continues on Mondays at lunchtime. Adult Ballet dancers will join the kids dance program for the December 13 recital in the Incline High School Theater.
A Look Ahead – October

- Fitness, Health & Wellness will host the annual Blood Drive from 9:00am – 4:00pm on Friday October 5.
- Tai Chi with Dave Norehad will continue in the month of October with a new time & location (10:30am-11:30am, Front half of the Gym)
- The Fall Into Fitness Program will kick off in October, incorporating Personal training, Nutrition counseling and a 3 month membership at the Incline Rec Center.
- Plans are in the works for two Holiday Gong Sessions, with Yogi Suzy Huested, one in November and on in December
- Look for the annual employee Benefits, Health & Wellness Fair in November

SENIORS

- 285 Incliners attended the monthly events held in September. Two monthly dinners and a singles night occurred.
- Transportation: 156 people utilized the Senior Transportation program for the month of September.
  - Tuesdays - Carson City – Sept 11 & 25 / Reno – Sept 4 & 18
  - Wednesdays - Local (IV/CB/KB) – September 5, 12, 19, & 26. Truckee Wednesday is September 19.
- Conversation Café: 95 attendees for September
  - Sept 6: guest – Phil Horan
  - Sept 13: guest – Tim Callicrate
  - Sept 20: guest – Peter Morris
  - Sept 27: Current Events
- Weekly 55+ Summer Hiking Series took 64 people to various Tahoe basin destinations.
- Veterans Club hosted the annual Community Ball in lieu of the regular monthly meeting with 80 attendees. The additional meetings hosted another 13.
- 8 People attended the AARP Safe Driving Class on Sept 5, 2018.
- 8 People went to the Reno Hot Air Balloon Races and enjoyed a nice breakfast together!

A Look Ahead – October

- Transportation:
  - Tuesdays - Carson City – October 9 & 23 / Reno – October 2, 16, & 30
  - Wednesdays - Local (IV/CB/KB) – October 3, 10, 17, 24, & 31. Truckee Wednesday is Oct 17.
- Conversation Café:
  - Oct 4: Guest – “A Morning with Trustee Matt Dent” – Q & A
  - Oct 11: Guest – Current Events
  - Oct 18: Guest - “A Morning with Trustee Kendra Wong” – Q & A
  - Oct 25: Guest - TBD
- Summer Hiking Series continues including treks to Ellis Peak, Snow Valley Peak, and the Summit History Trail for October! Join fellow hikers each Tuesday for fun, exercise, and exploration! Hikers depart from the Recreation Center at 8:30am. Pre-registration requested.
- The final Veterans Club General Membership meeting of 2018 is on October 25, with lunch at the Chateau, 12:00-2:00pm!
- Trips, Tours, & Adventures hosts a full van and heads to the Amador County wineries on October 3, for tasting and fun.
PARKS

- Playground safety inspection conducted monthly by Parks staff who are NRPA Certified Playground Safety Inspectors. Fire extinguishers signed off monthly, eyewash station and Parks AED inspected and signed off monthly. Parks staff participated in District’s fire extinguisher training on September 6th, learned the acronyms RACE = Rescue Alarm Contain Extinguish & PASS = Pull Aim Squeeze Sweep.
- Tree contractor did deadwood pruning of aspen trees at Aspen Grove.
- Softball and baseball tournaments took place. These are the last for the year.
- High School maintenance included calcium and fertilizer applications. High school staff requested additional mowing to keep to field turf at a lower height. New signs installed on the High School gates noting times mowing takes place and gates are locked to ensure safety. Wednesdays and Sundays 9am to 12:30pm field closed so maintenance can take place.
- Parks staff staining wood features in parks including benches and fencing.
- Planted perennial flowers and shrubs in new upgraded masonry flowerbeds at Aspen Grove and Village Green.
- Fall cleanup started with pine needles, pinecones, and other green waste.
- Green waste dumpster placed at Incline Beach.
- Soccer goals remain in place on IP#1,2,3 and fields lined weekly for AYSO soccer.
- New soccer goals put together and placed on Lower Village Green. Weekly soccer lining continues.
- Ongoing maintenance at the Pump Track repairing jumps and take-off and landing areas. Temporary fencing replaced with split rail fencing just below Incline Way.
- Contacted volunteers and requested increased presence of Goose Patrol at Burnt Cedar to deter geese.
- Additional wasp traps placed out in some parks locations to distract wasps from the public.
- Seasonal staff update include J-1 visa employees returning to their countries. Other students returned to college. The final J-1 employee worked her last day September 28th.
- The Fleet department serviced equipment and rolling stock before winter.
- Interviews took place to fill Parks Crew Supervisor position.
- Ginger Stoner from Berkshire Hathaway Home Services conducted litter cleanup on September 13th, focusing around Preston Field and the wooded areas around the public schools. She had around 14 volunteers. Parks provided pickup tools and trash/recycle bags.
- Madonna Dunbar with Waste Not and Tahoe Water Suppliers Association conducted beach and stream cleanup on September 15th. Parks loaned pickup tools to her volunteers.
- Working with Debbie Larson to perform maintenance on the Lakeshore Blvd pathway with the Boy Scouts. Replacing missing posts and mile markers.
- Setup for special event barbeque at the Recreation Center backyard: Member’s Appreciation Day.
- Bear sightings were numerous at the Tennis Center and Disc Course. P&R staff being proactive in practicing good bear awareness.
- High Sierra Patrol daytime patrols ended for the season on September 16th.
- Flower bulbs ordered for fall planting.
- Community Service Worker scheduled to start work in the parks and has thirty hours to complete.
- SNC dry land training at Village Green and Lacrosse at Preston continuing.
- Fire lane access to the Racquet Club in progress from the Rec Center parking lot.
- Four kayak rack were installed at Hermit Beach and two were installed at Ski Beach.
- Fitness Station #7 repaired.
- Pitching mounds built on Preston and IP#2 to be proactive, so the infields are ready in early spring.
- Little League games played at Preston.
A Look Ahead – October

- Bike rack installation at Village Green
- Aeration of turf-grass areas at all park sites
- Snow staking
- Blanketing irrigation backflow prevention devices and plugging in heat tapes
- Lifeguard chairs being stored for winter
- Lounge chairs at beaches being stored for winter
- Dog Days special event at Burnt Cedar scheduled for October 13th
- Pumpkin Patch special event scheduled on IP3 for October 13th
- BE 5 K scheduled at Village Green October 13th

YOUTH, FAMILY & COMMUNITY PROGRAMS

- Begin Fall program marketing
- Update website for department
- Planning for winter programming
- Wrap up Water Carnival
- Working on the Quarterly Calendar
- Coordinate the Trail of treats
- Working on Dog Days event

A Look Ahead – October

- Assist with the Community Services Mater Plan Interactive meetings
- Fall program marketing
- Panning out summer staff
- Working on the Quarterly Calendar
- Coordinate the Trail of treats
- Working on Dog Days event
- Begin organizing middle school dances
- Begin work on Brunch with Santa

SPORTS

- Labor Day Tournament with 12 teams
- Adult Softball ended Sept.6
- Fall Volleyball Registration

A look ahead – October

- Adult Volleyball League begins Oct. 9
TK Play like a Champion begins Oct. 12

**AQUATICS**

- Stroke clinics continuing
- Session I/A began on September 23rd with good numbers
- Swim team with steady numbers
- BC Pool closed September 30th

**A Look Ahead – October**

- Dog Days of Fall October 13th
- Fall Swim Lesson session II/A finishes October 25th
- Swim Meet for NNA, IA, Pre-Swim team and lessons October 19th

**TENNIS**

- Tennis and Pickleball clinics continued and remained consistent.
- Held two USTA recreational league events.
- Laura Fenton Pickleball professional clinics held late September
- World Team Pickleball event held late September

**A Look Ahead – October**

- Adult Tennis clinics end October 20th
- Junior Tennis clinics end October 25th.
- Pro Shop closes October 27th.