MEMORANDUM

TO: Board of Trustees

THROUGH: Steve Pinkerton
          General Manager

FROM: Indra Winquest
       Parks & Recreation Director

SUBJECT: July 2018 Parks & Recreation Status Report

DATE: August 17, 2018

<table>
<thead>
<tr>
<th>Incline Village Parks &amp; Recreation Status Report</th>
<th>2016</th>
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<td>Fiscal (YTD) Touches</td>
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RECREATION CENTER

- Beaches 101 Interactive meeting held at the Chateau to a great resident turnout.
- 4th of July week operations.
- Electronic people counter reported total visits of 28,236 for the Rec Center in July. Rec Center revenue was $10,600 over projected budget and almost $13,000 over for July 2017 actual revenue. Factors that contributed to increase revenue were the June Temporary Membership rate increase, and good merchandise sales.
- Still in the process of hiring several instructors to augment the Group Fitness Instructor team.
- Additional discussions with Building maintenance (Justin, Ken & John) and Fitness Mgr. Shelia Leijon to complete a few maintenance items, including: new file cabinet downstairs, different soap dispensers for Rec Center, installation of the pilasters in the downstairs locker rooms, lights above the showers in both locker rooms, new rubber on basketball back boards, repair of drywall across from group fitness, installation of new kick plates on some very damaged doors, and new flooring in back office space.
- Spoke briefly with Paul (marketing) regarding a Rec Center Membership value campaign.
- Completed initial HERO program forms and evaluations for group fitness employees from October 2017 to present.

A Look Ahead – August

- Ongoing consideration of purchasing or renting another vending machine for snacks to help reduce congestion at the front counter during peak times.
- Continue implementation of a few sales strategies: SNC Student corporate package, a tag line for the Membership and Fitness experience at the Recreation Center, and involving Kari Ferguson in corporate membership sales.
- Formalizing completed and ongoing strategic goals for the Recreation Center...starting with more department meetings; commission on retail and rec membership sales.
- Update and review of 5 year CIP plan.
- Survey of Rec Center Members.
- Fitness Instructors annual meeting planned.
- Complete the following: new file cabinet downstairs, different soap dispensers for Rec Center, installation of the pilasters in the downstairs locker rooms, lights above the showers in both locker rooms, new rubber on basketball back boards, repair of drywall across from group fitness, installation of new kick plates on some very damaged doors, and new flooring in back office space.
RECREATION COUNTER

- Beaches 101 Interactive meeting held at the Chateau to a great resident turnout.
- 4th of July week operations.
- Continued training of back end operation of Vermont software system to Senior Rec Clerks.
- Continued sales of additional kayak rack slots currently being built
- Fall programming input to Vermont Systems.
- Installed “beach etiquette” cards on all beach and pool chairs

A Look Ahead – August

- Discuss marketing and procedure changes needed for next spring/summer. We like to evaluate at end of peak summer.
- Hire more part-time front counter staff, as we have a few departures back to college.
- Vermont Systems reporting training for staff.

FITNESS, HEALTH AND WELLNESS

- Independence Day events were extremely despite setbacks in the permitting process. The successes for this year’s fireworks and community events is due large part to the Parks & Rec Director and Staff taking on additional responsibilities during this very busy time
- Personal Trainers, Denise Jezycki and Kim Koschman reached the top tier of Personal Training revenue resulting in a bonus nomination for both trainers
- Adult Ballet continues to be an ongoing favorite
- 5 hikes to Like began on July 30

A Look Ahead – August

- Tai Chi with Dave Norehad begins August 6
- Preparation and planning for Kids Dance is underway
- 5 Hikes to Like continues

SENIORS

- 176 Incliners attended the monthly events held in July. One monthly dinner, a singles night, and book club meeting occurred.
- Transportation:
  - Tuesdays - Reno – July 10 & 24 / Carson City – July 17 & 31
  - Wednesdays - Local (IV/CB/KB) – July 11, 18, & 25. Truckee Wednesday was July 18.
- Conversation Café:
  - July 5: Tai Chi for Healthy Seniors – presentation by Pegi
  - July 19: Current Events
  - July 26: How would you feel if abortion became illegal in the United States?
- Weekly 55+ Summer Hiking Series took 68 people to various Tahoe basin destinations plus another 11 on a Moonlight Hike to the Crystal Bay Lookout.
• Veterans Club hosted their monthly meeting with 31 members in attendance. 4th of July festivities hosted approximately 1480 veterans and community members in a series of events sponsored by and in honor of our local veterans.

A Look Ahead – August

• Transportation:
  • Tuesdays - Carson City – July 17 & 31 / Reno – July 10 & 24
  • Wednesdays - Local (IV/CB/KB) – July 11, 18, & 25. Truckee Wednesday is July.

• Conversation Café:
  • Aug 2: Guest - Commissioner Marsha Berkbigler to answer questions.
  • Aug 9: guest – Tom Lotshaw from TRPA to answer questions
  • Aug 16: Current Events
  • Aug 23: Franklin Method of Tai Chi for Seniors and their Health
  • Aug 30: TBD

• Summer Hiking Series continues with treks including Azalea, Flora, & Angela Lakes, Dardanelles, the Donner Lake Rim Trail, and Spooner Summit! Join fellow hikers each Tuesday for fun, exercise, and exploration! Hikers depart from the Recreation Center at 8:30am. Pre-registration requested.
• Summer Bocce and BBQ Socials at Ski Beach continue! Join the fun on Wednesdays at 4:00pm. Preregistration by noon on the day of is required. Bring a grill item and a side dish to share. Wine and appetizers provided.
• All are welcome to attend the Incline Village Veterans Club general membership meeting for the annual end of summer BBQ on Aug 30 at Aspen Grove.
• The next “Moonlight Hike with Wine & Snacks Social” is Aug 23. Ride or hike to the Crystal Bay Lookout for breathtaking views of the sunset and moonrise. Transportation available if you would like a ride to the top to enjoy the fun!

PARKS

• Attended District’s Safety Committee meeting. Playground safety inspection conducted monthly by Parks staff who are NRPA Certified Playground Safety Inspectors. Fire extinguishers were signed off, eyewash station and Parks AED inspected and signed off monthly.
• The new masonry block planters in front of Aspen Grove had topsoil add.
• IVGID league softball practices and games ongoing, softball tournaments and baseball tournament took place.
• The Rotary Club installed a memorial bench at the Tennis Center. Three benches were delivered for other Rotary Club; bench installs to take place in August, September.
• Tree roots at Incline Beach were exposed do to wave action. Roots were pruned, and larger exposed tree roots were covered in D & G.
• La Crosses tournament on Village Green and the High School stadium field. Repaired damaged sod at Incline High School field after the La Crosse event.
• Bear incident at Preston Park, additional signs were posted. Food and ice chest boxes were added to the picnic area.
• Noxious weeds were removal along Fitness Trail, Village Green and Third Creek.
Community Service worker started July 16th, sentenced to 40 hours of community service.

Washoe County graffiti removal crew removed graffiti from Incline Creek Bridge on Incline Way.

Coordinated deliveries of large trash and recycling dumpsters, portable toilets, hand wash stations, light towers for July 4th week.

Installed corridor fencing at beaches, temporary fencing, extra trash and recycling trashcans, popup tents, signage, and materials needed for flag ceremony etc.

July 4th week Veteran’s Pancake breakfast, Wine and Cheese event and Beer and Brats in Aspen Grove, were successful.

A Look Ahead – August

- Fields activities included tournaments.
- Fire Marshall inspections scheduled in August
- The District’s safety week will take place in August
- Soccer goals will be setup Village Green, Incline Parks fields
- Water Carnival will take place on Incline Park #3 Field August 5, 2017

YOUTH, FAMILY & COMMUNITY PROGRAMS

- Cooking camp was a success
- Coordinate camp at Sierra Nevada College
- Begin Fall program marketing
- Update website for department
- Planning for winter programming
- Camp registration check ins
- Working on detailed Camp information
- Coordinating LITE program
- 4th of July beaches support
- Assist for Tennis photo shoot
- Assist with Beaches 101 meeting
- Organize the Water Carnival

A Look Ahead – August

- Coordinate the water carnival
- Coordinating Summer programming
- Assist with the Community Services Mater Plan Interactive meeting
- Fall program marketing
- Training on summer staffing
- Coordinating LITE program
- Working on the Fall Quarterly
- Coordinate the Trail of treats
SPORTS

- TK Basketball Camps
- Adult co-ed softball continues
- Volleyball Camp will take place

A Look Ahead – August

- TK basketball continues
- Incline Soccer Camp July 29
- Adult Softball continues
- Chico State Volleyball practice and free clinic mid-August

AQUATICS

- Stroke clinics continuing
- Session III/B of summer lessons underway at Rec Center and Burnt Cedar
- Swim team with steady numbers
- Jr. Lifeguard class July 9-11 & 16-18
- Moonlight Paddle/Swim event July 27th

A Look Ahead – August

- Water Carnival August 4th
- Session IV to start August 6th
- Beaches being guarded daily through August 19th

TENNIS

- Pickleball group drop-in play continues 7 days/week
- USTA Quickstart Camp and Competitive Junior Academy continue
- Continued pickleball clinics and camps
- Incline Open preparation
- Private lessons remain steady

A Look Ahead - August

- Incline Open Tournament August 10-12
- IVGID Appreciation Days August 17-18
- Pickleball World Team event in late August/early September
- Nationally ranked Laura Fenton Pickleball camps late August/early September