MEMORANDUM

TO: Board of Trustees
THROUGH: Steve Pinkerton
General Manager
FROM: Indra Winquest
Parks & Recreation Director
SUBJECT: April 2018 Parks & Recreation Status Report
DATE: May 15, 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>9,567</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 18,433 for the Rec Center in April. Rec Center revenue was $4,600 over budget. We hope to close gap between the actual revenue vs budget revenue by end of June with the increase in temporary rates May 21.
- All CIP Equipment has been received and asset forms will be completed by May 21.
- Recreation Center changed the beverage vendor to Swire Coke. Victor installed the credit card reader in March. We missed a month of credit card revenue in February. Swire Coke prices are high. We have been purchasing coke products at Sam’s club about a minimum of 50% savings.
- Hero employee program contracts continue to be completed.
- Several fitness instructors have resigned because of full time work or leaving the area.
- Met with Buildings Department and discussed the prioritization of maintenance projects for the Rec Center.

A Look Ahead – May

- 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 to include 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.
- Update and review of 5 year CIP plan.
- Survey of Rec Center Members.
- Fitness Instructors annual Meeting planned.

RECREATION COUNTER

- Paddleboard slot rental sales to waitlisted residents.
- Continued hiring of front counter staff to replace a few outgoing team members.
- Continued set up of beach tickets and Tennis Center memberships for upcoming season.
- Sale of additional kayak rack slots currently being built.
APRIL 2018 STATUS REPORT – PARKS AND RECREATION

A Look Ahead – May

- Punch Card Renewals June 1
- Continued Vermont training with Beaches and Tennis staff
- Ongoing cross training procedures with Rec Center staff

FITNESS, HEALTH AND WELLNESS

- Annual Fitness Challenge in full swing
- Semi Private High School hip hop classes with Maureen Toner Kelly continue
- Yoga for Menopause had good enrollment
- Great attendance for Beginning Bridge Series class, and great customer feedback
- Personal Training sessions remain strong

A Look Ahead – May

- Kids Dance Performance Friday, May 18 at IHS Theatre
- Health & Wellness revamp continues
- Look for Fitness Challenge specialty classes, workouts and lectures through May 25 - Mindful Mondays, Tuesday Tahoe Treks, Wednesday Workout of the Week, Teachable Thursday, and Foodie Fridays

SENIORS

- 213 Incliners attended the monthly events for April. Après Ski lunches wrapped up on Wednesdays when ski season closed. Two monthly dinners, a singles night, and book club were in full swing.
- Transportation: Tuesdays - Carson City – April 10 & 24 / Reno – April 3 & 17. Wednesdays - Local (IV/CB/KB) – April 4, 11, & 25 / Truckee – April 18
- Conversation Café: April 5: People’s Choice; April 12: Is global climate change man-made?; April 19: Current events; April 26: IVGID Trustee Candidate discussion
- Weekly Snowshoe hikes ended on April 24th. Now it is the 55+ Summer Hiking Series on Tuesdays!
- 55+ Ski Clinics on Wednesday mornings finished up on April 11, along with the Inliners’ Apres Ski lunches.
- Veterans Club hosted the monthly general membership meeting, Thursday April 26, at the Chateau for lunch and special guest speaker and member, Mark Shuey, from Canemasters!
- Seniors enjoyed a “Spring Shopping Spree” trip to the Galleria Mall in Roseville, to gear up for the Tahoe summer season.

A Look Ahead – May

- Transportation: Tuesdays - Carson City – May 8 & 22 / Reno – May 1, 15, & 29. Wednesdays - Local (IV/CB/KB) – May 2, 9, 16, 23, & 30. Truckee Wednesday is May 16.
- Summer Hiking Series begins May 1! Join fellow hikers each Tuesday for fun, exercise, and exploration! Hikers depart from the Recreation Center at 8:30am. Pre-registration requested.
- Join Senior Programs “Trips, Tours, & Adventures” on May 9th for Reno Aces Game! Great seats, great fun!
All are welcome to the Incline Village Veterans Club annual Memorial Day Celebration on Monday, May 28, at the Chateau from 1:00-3:00pm. A short ceremony will be followed by a wine & cheese social.

The first of the season “Moonlight Hike with wine & snacks social” is scheduled for May 31st. Ride or hike to the Crystal Bay Lookout for breathtaking views of the sunset and moonrise. Transportation available if you are unable to hike and would still like to enjoy the fun!

PARKS

- Parks Staff conducted a lot of snow removal in April and included clearing drains.
- Spring cleanup of parks and beaches was conducted. Pine needles being recycled as green waste.
- Fields activities include Little League, High School practices and games. Batting cage net was installed at Incline Park.
- Bocce ball court at Ski Beach was leveled and groomed for play.
- Volleyball courts at Ski Beach and Burnt Cedar were rototilled.
- Attended District’s Safety Committee meeting. Playground safety inspection conducted monthly by Parks staff who are NRPA Certified Playground Safety Inspectors. Fire extinguishers, eyewash station and Parks AED inspected and signed off monthly. Vehicles and equipment serviced to ensure safe condition.
- The irrigation systems were turned on and restrooms opened.
- Vermont maintenance management software training took place as scheduled the week of April 2nd for four days.
- IVGID Brush Crew conducted work at the Tennis Center, Aspen Grove, Burnt Cedar and Preston Park.
- Fence repairs were conducted at beaches and Tennis Center.

A Look Ahead – May

- Coordinated students from Incline High School by contacting special education teacher to schedule children in Career Learning Skills program who can learn and develop work skills by working in the parks. The tentative start date for them is May 7, 2018.
- Fields activities include Little League, High School practices and games. Softball practices and games start for IVGID’s adult league.
- Snow stakes at the beaches and parks scheduled to be removed
- Beach raking to be conducted.
- All capital improvement items for beaches were received, which included five picnic tables, eight planters and fifteen lounge chairs.
- Preconstruction meeting for Incline Park field improvement scheduled.
- Pump track construction scheduled.

YOUTH, FAMILY & COMMUNITY PROGRAMS

- Social media marketing for all department spring and summer programs
- Spring program marketing
- Update website for department
- Planning for Summer programming
- Camp registration opening day
A Look Ahead – May

- Planning for Summer programming
- Spring program marketing
- Working on detailed Camp information
- Working on summer staffing
- Planning LITE program
- Working on the June Quarterly

SPORTS

- TK Basketball is taking place 3 days per week in the gym M-W-F
- Coed Volleyball in final weeks
- Girls softball teams formed
- Girls Softball Registration is still open Teams forming soon.

A Look Ahead – May

- TK Basketball is taking place M-W-F through April
- Adult Volleyball will end May 2
- Youth Softball will begin

AQUATICS

- Stroke clinics continuing
- Spring swim lesson session V/E ends May 3rd
- High School swim meet April 21st
- Exhibition swim meet with IA/NNA and Pre-Swim Team April 27th
- Flying Fish continues through May 4th

A Look Ahead – May

- Burnt Cedar Pool opening May 12th
- Continue with hiring/training seasonal staff for summer
- Session F/VI of Winter/Spring swim lessons begins May 13th
- American Red Cross Lifeguard training starts May 19th
- American Red Cross WSI training starts May 20th

TENNIS

- Pickleball play resumes in the Recreation Center gymnasium with expanded days and times
- Junior Indoor Clinics at the Rec Center gymnasium continue on Sunday afternoons, Rec Center gymnasium
- Built all summer programming for the Tennis Center in Vermont POS software system. Some programs available for online registration.
- Hiring and training of seasonal staff
A Look Ahead - May

- Tennis Center officially open May 7
- Court crack filling work by Color Crafters to be completed the week of May 21
- Pickleball and Junior Tennis clinics move outdoors to Tennis from the Rec Center gym the week of May 7
- Full Pickleball court conversion by Color Crafters on court 11 to be completed the week of May 21
- Continued receiving and inputting of beginning inventory items for Pro Shop
- Hosting USTA Ladies 40+ League matches at the Tennis Center May 19-20
- Pickleball Champagne Brunch May 27 to celebrate Pickleball full court conversion on court 11