MEMORANDUM

TO: Board of Trustees

THROUGH: Steve Pinkerton
General Manager

FROM: Indra Winquest
Parks & Recreation Director
December 2018 Parks & Recreation Department Status Report

DATE: March 15, 2019

<table>
<thead>
<tr>
<th>Incline Village Parks &amp; Recreation Status Report</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
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<tr>
<td>Recreation Center Monthly Touches</td>
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<td></td>
<td>16,872</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Parks &amp; Rec Counter Monthly Touches</td>
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<td>8,744</td>
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<td>Monthly Beach Touches w/o boat &amp; Jet</td>
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<td>Monthly Tennis Touches</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 through the front door was 17,037 for February. This count does not indicate revenue increase or decrease, merely the amount of people who walk through the front door of the Recreation Center. However, the amount of people through the door this February is down 4,615 from last year, and all the group and aqua fitness class were down significantly. The weather in February definitely affected usage of the Rec Center.
- Pilaster installation in the Women’s locker room is complete!
- Continue update on CIP and Operation budgets...added additional revenue and scrutinized labor allocations
- Decorate Lobby for St. Patty’s day.
- Increase the prices of some food and clothing merchandise
- Initiate the use of newly designed electronically tracked complimentary passes for Recreation Center at community appreciation DP Marketing booth

A Look Ahead – March

- 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.
- Assessing the needs of Kid Zone operation, and considering deregulation and other changes
- Considering fund raising and rental fees to enhance revenue in Kid Zone
- Painting major areas of the Recreation Center
- Discussion of commission (upselling options) as incentive for increased revenue for the Recreation Center
- Final refinement to operating budget request and order CIP equipment for the year.

RECREATION COUNTER

- Started Kayak Renewals
- Worked on RecConenct
- Fitness Challenge started
- Created department specific nametags for employees of the Rec Center, Tennis, Beaches, and Parks

A Look Ahead – March

- Additional Kayak rental rack slot sales.
- Email and data collection promotion, as well as online registration promotion.
- Training other staff members on inputting programs, specifically aquatics swim lessons and swim team.

FITNESS, HEALTH AND WELLNESS

- Registration for the Annual Fitness Challenge began on February 25. This year’s challenge will includes employees from our community partners at the Hyatt Regency Lake Tahoe. The Fat Tuesday kick-off party is scheduled for March 5 in the Rec Center Lobby
- Affordable, flexible Personal Training options are available at the Incline Village Recreation Center with the Trainerize Online Personal Training platform and Small Group Personal Training programs
- Registration for the Spring/Summer Kids Dance program begins February 5th
• Ongoing Tai Chi, Adult Ballet and Ballroom Dance continue at the Rec Center

A Look Ahead – March
• The Annual Fitness Challenge begins on March 11. Look for over 25 special offerings provided by instructors, trainers and counselors from our outstanding Fitness Health & Wellness Staff.
• Look for new Wellness Through the Arts programs that will be marketed in March and April

SENIORS
• Tuesdays - Carson City – Feb 5 & 19/ Reno – Feb 12 & 26
• Wednesdays - Local (IV/CB/KB) – Feb 6, 13, 20, & 27. Truckee Wednesday is Feb 20.
• Conversation Café:
  o Feb 7: Are We Facing a Resource Crisis in Our County, State, Country, or World?
  o Feb 14: What Triggers Your Passion?
  o Feb 21: Current Events
  o Feb 28: “What Should I Do With the Rest of My Life?”
• 55+ Snowshoeing only hosted 30 participants in February since two Tuesdays were hindered by bad weather. Join the group for a couple of hours of traipsing through the snow and lunch afterwards at one of many local eateries!
• 55+ Ski Clinics are each Wednesday from 9:30 – noon at Diamond Peak. There was no clinic Feb 20 due to Ski Week crowds.
• Incliner events hosted 176 local seniors for their February events. Incliners Apres Ski lunches were held each Wednesday at noon (following the 55+ clinics) for the duration of ski season. (No lunch was held Feb 20 due to Ski Week crowds). In addition to Apres Ski Lunches, Incliners also hosted their Catered Dinner on Feb 19 & singles.
• Vets Club got 20 people to brave the storm and make it to the general membership meeting, February 28, to hear local historian and author, Mark McLaughlin give an enlightening speech on historical weather situations in the Tahoe area.

A Look Ahead – March
• Tuesdays - Carson City – March 12 & 26/ Reno – March 5 & 19
• Wednesdays - Local (IV/CB/KB) – March 6, 13, 20, & 27
• Conversation Café:
  o March 7: If you could relive one day of your life, which day would it be and why?
  o March 14: How will the world change in 10 years?
  o March 21: Current Events
  o March 28: What is most likely to bring about the extinction of the human race? How can it be avoided?
• 55+ Snowshoeing continues on Tuesdays, from 10am – 2:00pm. Join the group for a couple of hours of traipsing through the snow and lunch afterwards at one of many local eateries!
• 55+ Ski Clinics are each Wednesday, from 9:30 – noon, at Diamond Peak.
• Incliners Apres Ski lunches are held each Wednesday at noon (following the 55+ clinics) through April 10. The Incliners Potluck dinner is on March 5, Catered Dinner is on March 19, along with book club, singles, and the Wednesday Apres Ski lunches.
• Veterans Club General Membership meeting, normally scheduled for Thursday, March 28, is being replaced with 3 private Tesla Tours for club members and their supporters scheduled for March 28.
PARKS

- Snow removal tasks were challenging and extensive in February. Snow removal duties took place at the Recreation Center, Aspen Grove, Administration and other parks and beach sites.
- Parks staff participated in the February District Safety Committee meeting.
- Fire extinguishers and eye wash station signed off monthly.
- Debris and plastic picked up from shoreline at beaches.
- Parks Crew Supervisor Jesse Kravchuk, certified ISA arborist, attended February’s Nevada Shade Tree Council meeting in Reno.
- Three Parks employees attended the Nevada Landscape Association conference in Reno. Safe pesticide use and arboriculture credits were obtained so employees could maintain certifications.
- Tree work by Parks staff took place at Aspen Grove, Ski Beach and Hermit Beach. Work include dead wood pruning, cleanup of fallen trees, tree removal and structural pruning.
- Vermont Main Trac maintenance software continues and is in the testing mode for Parks and IT staff.
- I-Tree tree inventory mapping in process.
- A tree fell over on the Incline Beach and branches trimmed off for safety.
- Three Parks employees were nominated for awards for their beyond work performance in February.
- Ongoing budget process continued for CIP and operating.
- Doggie bags stocked and trash and recycling bear boxes emptied.
- Parks staff removed fence panels over Third Creek to be proactive against high water flows.
- Recruiting for seasonal employees consisted of video interviews of J-1 visa candidates and review of IVGD job applications and Ski Area direct recruiting.
- A community service worker assisted Parks staff with snow removal duties and completed 25.5 hours of his 36 hours.
- Snowboard jumping ramps were removed from Burnt Cedar and Preston

A Look Ahead: March

- Snow removal duties
- Working on an NDF urban forestry grant application
- Seasonal employee recruiting continues.
- Parks Crew Supervisor will attend National Playground Safety Inspector training sponsored by the National Parks and Recreation Association.

YOUTH, FAMILY & COMMUNITY PROGRAMS

- Spring program marketing
- Update website for department
- Program and event flyers
- Maintain the department Facebook page
- Eflyers
- Kid Zone licensing
- Teaching CPR and First Aid Classes

A Look Ahead – March

- Winter and spring events and program marketing
- Community Snowshoe
- Egg Hunt
• Marketing
• Social media marketing
• Kid Zone licensing

SPORTS-Feb

• TK Play like a Champion league ends.
• Winter Adult Volleyball League Registration begins.
• Youth Basketball began

A look ahead – March

• Adult Volleyball League continues
• Youth basketball continues
• Youth Softball registration begins.

AQUATICS

• Stroke clinics continuing
• Session IV began February 25 with lower than usual numbers
• Swim team with steady numbers
• Swim Around Tahoe with increasing numbers
• In-water slide open on weekends

A Look Ahead – March

• Winter Swim Lesson Session IV ends 3/21
• Planning for next internal swim meet
• Increasing marketing for swim lessons
• Snow removal at Burnt Cedar pool so that pipe work can begin

TENNIS

• Pickleball drop-in group play continues at the Recreation Center.
• Submitted 1st draft of upcoming Tennis Center budget.
• Indoor Pickleball clinics at the Rec Center with CJ Johnson began
• Indoor youth Tennis clinics with Dominic Morelli began

A Look Ahead – March

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