MEMORANDUM

TO: Board of Trustees
THROUGH: Steve Pinkerton
            General Manager
FROM: Indra Winquest
            Parks & Recreation Director
SUBJECT: May 2018 Parks & Recreation Status Report
DATE: June 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>7,917</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Facility/Field Rentals Monthly Touches</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 total visits of 20,786 for the Rec Center in May. Rec Center revenue was $6,200 over for May 2017. Hope to close gap between the actual revenue vs budget revenue by end of June with the increase in temporary rates May 21st and increase the merchandise sales.
- All CIP Equipment has been received and asset forms were completed on May 21.
- HERO employee program contracts continue to be completed June 8th.
- Several fitness instructors have resigned because of full time work or leaving the area.
- Met with Buildings Dept to discuss the prioritization of maintenance projects for the Rec Center.

A Look Ahead – June

- Ongoing consideration of purchasing or renting another vending machine for snacks to help reduce congestion at the front counter during peak times.
- Install temporary carpet patch where bikes are stored to prevent trip hazard June 5th.
- Working on HERO forms to be completed by June 8th
- Outdoor classes start after June 15th.
- Continue implementation of a few sales strategies to: 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.

RECREATION COUNTER

- Continued sales Paddleboard & Kayak slot rental sales to waitlisted residents.
- Handling of high volume processing for guest beach tickets for residents and local rental agencies
- Continued sales of additional kayak rack slots currently being built
- Working on a few enhancement projects in Vermont Systems for processing
A Look Ahead – June

- Punch card renewals begin June 1st
- Continued Vermont training with Beaches and Tennis staff
- Ongoing cross training procedures with Rec Center staff
- Gallup 12 agenda execution

FITNESS, HEALTH AND WELLNESS

- The Annual Fitness Challenge ended May 25. The end of the challenge party was postponed from June 1 to June 9 to accommodate participants who were unable to get their training logs in on time. Stay tuned for data on the challenge in the June report.
- Semi-Private High School hip hop classes with Maureen Toner Kelly continue
- Kids Dance ended the spring session with a fun performance at the high school theater. Kids dance will resume in fall.
- Beginning Bridge was a smashing success. We will review data and consider another session in fall.
- Personal Training sessions remain strong

A Look Ahead – June

- Health & Wellness revamp continues
- Summer programming is in full swing

SENIORS

- 188 Incliners attended the monthly events for May. Two monthly dinners, a singles night, and book club happened.
- 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.
  - Conversation Café: May 3: Are humans better at creation or destruction?; May 10: Best travel tips for getting to your favorite destinations.; May 17: Current Events; May 24: Why & How do we celebrate Memorial Day?; May 31: People’s Choice;
  - Weekly 55+ Summer Hiking Series on began on Tuesdays, starting May 1!
  - Veterans Club hosted their annual Memorial Day Ceremony and Community Social on May 28, at the Chateau. Nearly 140 veterans, friends, and families attended

A Look Ahead – June

- Transportation:
  - Tuesdays - Carson City – June 5 & 19 / Reno – June 12 & 26; Wednesdays - Local (IV/CB/KB) – June 6, 13, 20, & 27. Truckee Wednesday is June 20.
  - Conversation Café: June 7: Where did your parents/grandparents come from and how did your heritage affect you?; June 14: Election outcomes: What does it mean for Incline Villagers?; June 21: Current Events; June 28: What does travel teach us?
Summer Hiking Series continues with treks including Rubicon Trail, Slaughterhouse Canyon, Echo Lakes, & Floating Island/Cathedral Lakes! Join fellow hikers each Tuesday for fun, exercise, and exploration! Hikers depart from the Recreation Center at 8:30am. Pre-registration requested.

Senior Programs “Trips, Tours, & Adventures” will host a trip to see Cirque Paris at the El Dorado on June 14th, and The Reno Rodeo on June 20.

Summer Bocce and BBQ Socials at Ski Beach are underway! Join the fun on Wednesdays at 4:00pm.

AARP safe driving class is offered for seniors on June 20th at Aspen Grove. Sign up and possibly save money on your annual driver insurance! (Depends on your insurance carrier!)

All are welcome to attend the Incline Village Veterans Club general membership meeting on June 28th at the Chateau for a special guest speaker and optional lunch.

The second “Moonlight Hike with wine & snacks social” of the season is scheduled for June 28. 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

- Spring cleanup continues of parks and beaches was conducted. Pine needles being recycled as green waste.
- Volleyball courts at Ski Beach and Burnt Cedar were rototilled in May.
- Attended District’s Safety Committee meeting. Playground safety inspection conducted monthly by Parks staff who are NRPA Certified Playground Safety Inspectors. Fire extinguishers, eye wash station and Parks AED inspected and signed off monthly.
- The irrigation systems were turned on and restrooms opened in April. Systems were checked and repaired in May.
- Fence repairs were conducted at Burnt Cedar west side fence by neighbor’s boat house. Hermit Beach post and rope fence installed by Parks staff on the Hyatt property line.
- New signs at beaches were installed that inform customers of no swimming at Ski Beach area use is for motorized boats.
- 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. Started May 7th and helping picked up litter at beaches and parks.
- All capital improvement items for beaches were received and installed in the parks which included five picnic tables, eight planters and fifteen lounge chairs. Placed out at the beaches.
- Pump track construction taking place and the parks staff installed 220 feet of piping to irrigation system.
- Met and provided High School staff with cost estimate for sod repairs to High School stadium field after the planned La Crosse event in July.
- Sod repair at Aspen Grove
- Picked up borrowed six picnic tables for Diamond Peak. Looking to borrow additional Ski Area picnic tables for the summer.
- High Sierra Security started patrolling beaches and parks on 5/15/2018
- Parking lots were swept and vacuumed by contractor and work was coordinated through Public Works for sand pickup in accordance with TRPA.
- Ballfield lighting was repaired and coordinated though electrician in the Buildings Department.
- As part of the Bi-State evacuation drill, Burnt Cedar jetty was used as takeoff and landing zone for a drone 5/19/2018
- J-1s interviews conducted by Skype 5/18/18 and 5/23/18 starting dates in the middle of June.
A Look Ahead – June

- Fields activities included tournaments. Softball practices and games start for IVGID’s adult league
- Planning for pre-July fourth week events
- Beach raking
- Tree planting June 14th for IVGID’s Arbor Day celebration

YOUTH, FAMILY & COMMUNITY PROGRAMS

- Social media marketing for all department spring and summer programs
- Summer program marketing
- Update website for department
- Planning for Fall programming
- Open online Camp registration

A Look Ahead – June

- Coordinating Summer programming
- Fall program marketing
- Working on detailed Camp information
- Training on summer staffing
- Coordinating LITE program
- Working on the Fall Quarterly

SPORTS

- Girls Softball is in full swing
- Adult Softball is in Registration

A Look Ahead – June

- Tk Basketball Camps
- Adult Softball games begin
- Youth Softball will end

AQUATICS

- Stroke clinics continuing
- Spring swim lesson session VI/F ends started May 5/13
- Flying Fish ended May 4th
- Burnt Cedar Pool opened May 12th

A Look Ahead – June

- Burnt Cedar Pool opened May 12th
- Continue with hiring/training seasonal staff for summer
- Session F/VI of Winter/Spring swim lessons underway
- American Red Cross Lifeguard training ends May 2nd
American Red Cross WSI training underway
Beaches being guarded weekends only until June 18th
Summer swim lessons to begin June 17th both at Burnt Cedar and Rec Center
Jr. Aid class June 9th and June 24th
Nike Swim Camp June 25-28 at the Rec Center Pool
IA/NNA/Swim Lessons meet on June 29th at the Rec Center Pool

TENNIS
- Pickleball moves outside to the Tennis Center, with group drop-in play 7 days/week
- Junior Afternoon Clinics (Rally Club) enrollment strong
- Continued build of summer programs in Vermont
- Software system training with Pro Shop staff

A Look Ahead - June
- USTA QuickStart Camp and Competitive Junior Academy begin June 18th
- Full Pickleball court conversion by Color Crafters on court 11 to be completed this summer
- Wednesday Night Mixers begin June 13th
- Continued receiving and inputting of beginning inventory items for Pro Shop
- Hosting USTA Ladies 40+ League matches at the Tennis Center June 23-24