EMORANDUM

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>
<td>23,235</td>
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Department Monthly Totals                     | 48,726 | 56,528 | 43,147 |

Department Fiscal YTD Totals                  | 629,079| 645,145| 582,317|
RECREATION CENTER

- Electronic people counter reported through the front door was 24,651 for March (note this count does not indicate revenue increase or decrease, merely the amount of people who walk through the front door of the Recreation Center). The count through the door is up from last year by approximately 3,000 visits. We are recovering from February's weather and limited visits.
- Pilaster installation in the Women and Men’s locker room is complete!
- Opening 2018-2019 CIP to order fitness equipment in April for June Delivery.
- Increase the prices of some food and clothing merchandise
- Pandora assumed supervision of the Kids Zone and held first employee meeting on March 29.
- Painting major areas of the Recreation Center is complete.
- Choosing new soap dispensers for restrooms and Locker rooms.
- Final refinement to operating budget request and order CIP equipment for the year.

A Look Ahead – April

- 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.
- Create list of fund raising events and rental fees to augment revenue in Kid Zone
- Discussion of commission (upselling options) as incentive for increased revenue for the Recreation Center
- Increase temporary Rec Center membership rates by end of April
- Host Fitness Instructor meeting
- Review results of Rec Center Member survey

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 – April

- 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

- 82 members and employees accepted the No Excuses Fitness Challenge
- 136 participants have attended the No Excuses Fitness Challenge weekly offerings to date
- Over 200 personal Training, Nutrition counseling and Stress Management training
- Kids Dance is in full swing with the “Hello Spring” performance scheduled on May 24 at the Incline High School Theater
- The success of our ongoing adult programs including Tai Chi, Adult Ballet and Ballroom Dance is noteworthy

A Look Ahead – April
Preparation for the Wellness Through the Arts programs continue
Small Group and Online Personal training will roll out in April

SENIORS
- Tuesdays - Carson City – March 12 & 26/ Reno – March 5 & 19
- Wednesdays - Local (IV/CB/KB) – March 6, 13, 20, & 27
- Conversation Café:
  - March 7: If you could relive one day of your life, which day would it be and why?
  - March 14: How will the world change in 10 years?
  - March 21: Current Events
  - March 28: What is most likely to bring about the extinction of the human race? How can it be avoided?
- 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 182 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 Après Ski Lunches, Incliners also hosted their Catered Dinner on Feb 19 & singles.
- Vets Club hosted 36 people on a guided tour of the Tesla Gigafactory 1 facility, located in Sparks, NV, in lieu of the regular general monthly meeting.

A Look Ahead – April
- Tuesdays - Carson City – April 9 & 23/ Reno – April 2, 16, & 30
- Wednesdays - Local (IV/CB/KB) – March 6, 13, 20, & 27
- Conversation Café:
  - April 4: If you were arrested with no explanation, what would your family and friends assume you had done?
  - April 11: Nevada History, Fun Facts, & Trivia!
  - April 18: Current Events
  - April 25: Was there ever an event in your life that defied explanation?
- 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+ Wednesday Ski Clinics are wrapping up at Diamond Peak. The last lesson is set for April 10 and a casual group ski day, to celebrate everyone’s improvement, is April 17.
- Incliners Apres Ski lunches will end with the close of Diamond Peak near the middle of the month.
- Incliners Potluck dinner is on April 2, Catered Dinner is on April 16, along with book club, & singles.
- Veterans Club General Membership monthly meeting is scheduled for Thursday, April 25th at the Chateau. Lunch, featured speaker, and camaraderie.

Incline’s Annual “Star Follies” Production!
Check out the local talent! Applaud friends and neighbors in this fundraising effort as they perform for the benefit of all Incline schools! Take the hassle out of ticketing and transportation for the only matinee by letting Senior Programs staff provide premium seating tickets and front door service to this special community event!
Saturday, April 27, 12:00pm – 3:30pm
Fee: $43, $35 w/IVGID pass

Spring Shopping Spree
Bring a friend and ride along to the Galleria shopping mecca in Roseville. Spend the day browsing shops, lunching with friends, and perusing the new spring styles. Get geared up for spring/summer fun! Meet in the Recreation Center Lobby for a prompt 9:00am departure.

Monday, April 29, 9am – 4pm
Fee: $39, $32 w/IVGID pass

PARKS

- Snow removal took place at the Recreation Center, Aspen Grove, Administration and other parks and beach sites.
- Parks staff participated in the March District Safety Committee meeting.
- Fire extinguishers and eye wash station signed off monthly.
- Ongoing beach spring cleanup of debris and plastic picked up from shoreline at beaches. Raking up pine needles and winter debris ongoing at the beaches.
- Parks Crew Supervisor attended National Playground Safety Inspector training and testing in Sacramento sponsored by the National Parks and Recreation Association.
- Playground swings were reinstalled at Burnt Cedar Beach playground since the snow has melted and the surfacing material is no longer frozen.
- Tree work by Parks staff took place at Aspen Grove, Ski Beach, Incline Beach and Hermit Beach. Work included dead wood pruning, cleanup of fallen trees, tree removal and structural pruning.
- Vermont Main Trac maintenance software learning continues and is in the testing mode for Parks and IT staff.
- Additional signs were placed by streams to notify customers about fish spawning.
- Ongoing dog waste being picked up from the beaches and Village Green by Parks staff. A five-gallon bucket and shovel was placed at Village Green so customers can volunteer to assist with cleanup. Ski Beach will be closed to dogs April 15th until next October 15th, 2019.
- Parks employee Tim Franklin was awarded an IVGID value coin for going above and beyond his work. Parks employees received acknowledgement on the Gung Ho bulletin board in March for their contributions and outstanding efforts.
- Doggie bags stocked and trash and recycling bear boxes emptied.
- Parks staff participated in the Incline Middle School Career Day program and addressed 76 students about what we do in the parks. Urban forestry was described and how important it is to maintain wellbeing and be stewards of the environment. Sugar Pine seeds were given to the students and teachers with instructions on how to plant them.
- Recruiting for seasonal employees consisted of Skype video interviews of J-1 visa candidates and review of IVGD job applications. Parks staff assisted Lisa Hoopes and participated at a Truckee Meadows Community College job fair.
- A community service worker assisted Parks staff with maintenance duties and completed his 36 hours of community service.
- The Buildings department staff is working on securing concrete curbing blocks that came loose during the winter storms. Access to the water may be necessary to secure anchoring bolts.
- Three false alarm calls came in from Burnt Cedar and the Buildings Department was informed.

A Look Ahead: April

- Evaluation of snow damage to turf areas and trees will be assessed as the snow melts.
- Clean up of fallen trees at Village Green, Incline Beach, Hermit Beach and Fitness Trail, to be done as weather and staffing permits.
- Ongoing testing and implementing Vermont MainTrac maintenance software so we can go live in July.
- Spring cleanup continues at the beaches and park sites.
- Seasonal employee recruiting continues.
- Parks staff will install National Arbor Day Foundation signs at the beaches that acknowledge IVGID’s participation in the Tree City USA program for 15 years and obtaining the special Growth Award for the Parks Department efforts in urban forestry.
Playground swings to be re-installed at Preston Park playground after the snow has melted.
Preconstruction meeting for Incline Park Field 3 improvements to be scheduled.
Re-certification for Lake Tahoe seal inspector to be done for Parks staff.
CIP fertilizer spreader to be received in April.
We will request the Volunteers to conduct a dog waste cleanup at Ski Beach on April 15th; special thanks to all the responsible dog owners.
Additional kayak racks and paddle board racks to be installed at Hermit Beach in April/May.
Coordinating preventative tree care for Aspen trees at Aspen Grove by conducting tree injections for leaf fungus and fertilization. This method fits well into our integrated pest management.
Invasive weed training offered in May by the University of Nevada Cooperative Extension will be attend by some Parks staff.

YOUTH, FAMILY & COMMUNITY PROGRAMS
- Spring program marketing
- Update website for department
- Community Snowshoe Event
- Held a middle school dance at the Chateau
- Program and event flyers
- Maintain the department Facebook page
- E-newsletters
- Organized the Rec Division involvement for Career Day
- Teaching CPR and First Aid Classes
- Egg Hunt event planning
- Organize Specialty Camps

A Look Ahead – April
- Winter and spring events and program marketing
- Egg Hunt event planning and marketing
- Marketing
- Social media marketing

SPORTS-March
- TK Play like a Champion league ends.
- Winter Adult Volleyball Continues.
- Youth Basketball ends in mid March

A look ahead – April
- Adult Volleyball League continues
- Adult Pickleball is ongoing indoors
- Youth Softball registration begins.

AQUATICS
- Stroke clinics continuing
- Session IV of swim lessons ended March 21
- Swim team with increasing numbers
- Swim Around Tahoe with increasing numbers
- In-water slide open on weekends
- High school swim meet March 23

A Look Ahead – April
- Spring swim lesson session V begins April 1
- Novice swim meet April 6
- High school swim meet April 6
- Underwater Easter Egg Hunt April 13
- Increasing marketing for swim lessons
• Pipe work to begin at Burnt Cedar early April

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

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