MEMORANDUM

TO: Board of Trustees

THROUGH: Steve Pinkerton
General Manager

FROM: Indra Winquest
Parks & Recreation Director

SUBJECT: November 2017 Parks & Recreation Status Report

DATE: December 15, 2017

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<table>
<thead>
<tr>
<th>Incline Village Parks &amp; Recreation Status Report</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
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<tr>
<td>Recreation Center Monthly Touches</td>
<td>8,574</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Youth/Family/Events Monthly 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 19,511 for the Rec Center in November. Many student visits with the Middle School Basketball games, TK Play Like a Champion, Tony’s Volleyball Camp. Plus the chill in the air causes people to workout inside.
- The Recreation Center 25th Anniversary Invitation Celebration on November 17th was a great success. Two Comedian’s Camilla Cleese and Steve Hofstetter entertained our members and invited guests. Many thanks to all the IVGID Staff, Admin and Trustees who contributed to this event. A final recap and thank-you of the last six months of activities will be submitted in the December Status Report.
- Hosted Final - 25th Anniversary “Community Free Day” on November 25th.
- Confirmed quotes for CIP purchases 2017/2018, and opened the equipment project.
- $84,917 is the current estimate revenue for the recreation center, Massage, Merchandise, and Food were above budget, does not include rental, towel and open food and beverage revenue.
- Winter Sports Conditioning Class ongoing until December 10th. Average class attendance is 45-50 participants.
- Possible change in our vending process...Pepsi to coke

A Look Ahead – December

- Still considering the purchase or rental of another vending machine for snacks to help reduce congestion at the front counter during peak times.
- Follow-up on corporate leads, and increase corporate rates. Laura Cooke has arranged an appointment with some of the Washoe County School teachers in December at a staff meeting.
- Continue implementation of a few sales strategies to include: Corporate event to meet leaders in each company March/April Couples sale the month of February, increase price of corporate membership, create a tag line for the Membership and Fitness experience at the Recreation Center.
- Budget planning for 2018-2019 fiscal year.

RECREATION COUNTER

- Updated Paddleboard renewal process in Vermont
- Participated in Vermont Systems on-site training by representative Mike Skitzis, as part of the Golf team’s training.
- Updated upcoming winter programs in Vermont
A Look Ahead – December

- Ordering of upcoming season Kayak, Paddleboard and Watercraft Pass stickers.
- Update parcel and household information to prepare for Spring.
- Cross training procedures with staff.
- Budget planning for 2018-2019 fiscal year.

FITNESS, HEALTH AND WELLNESS

- The Fall Session of Kids Dance will culminate with a holiday performance at the High School Theater December 15. Kids Dance, taught by instructor Brittnee Bramy, serves children ages 3 to 14 with Fairy Tale Ballet, Jazz Hip Hop Fusion and Jazz classes.
- The Annual Benefits, Health & Wellness Fair took place on November 1 at the Chateau. Biometric screening, flu shots and pertinent information will be available for ALL employees.
- Prep for the roll out of the new Health & Wellness program continues.
- BODYpow meets at the Grille on Mondays and Wednesdays and Aspen Grove on Fridays. BODYpow returns to the Rec Center gym on December 11.
- Budget planning for 2018-2019 fiscal year continued in November.

A Look Ahead – December

- The first round of budget details is due on December 1.
- The Community Holiday Celebration is scheduled for December 2 from 4 – 6pm at the Chateau
- Yearend wrap up and new year program planning is in full swing.

SENIORS

- 70 people participated in the monthly potluck, with 105 attended the Incliners catered holiday dinner on Tuesday, Nov 7, “Thanksgiving Feast”, at 5:30pm at the Chateau.
- Transportation: Tuesdays to Reno – Nov 14 & 28 /Tuesdays to Carson City – Nov 7 & 21 ; Local Wednesday runs are Nov 1, 8, 15, 22, & 29 with Nov 15 - Local/Truckee.
- 7 people enjoyed a kick off to fall trip to Apple Hill for apple products and a taste of local fare.
- Conversation Café – Nov 2, 9, 16, & 30 – No Conversation Café on Thanksgiving Day, Nov 23
  - Nov 1: 2nd amendment – rights and history
  - Nov 9: Sexual harassment – definition, interpretation, consequences
  - Nov 16: Current Events – Holiday Potluck
  - Nov 23: No Conversation Café – Happy Thanksgiving
  - Nov 30: Special presentation by Washoe County updating status of Old Library renovation
- 55+ Hiking Series took 10 participants out for the last two hikes of the season. On to snowshoeing!
  - 11 members of the Digital Photography Club: Met at Aspen Grove, Nov 8, 6:00 - 7:30pm for a club pizza party.
- Vets Club board meeting was held on November 16 to plan for the new year.
A Look Ahead – December

- Incliners Catered dinner on Tuesday, Dec 19, “Holiday Banquet”, at 5:30pm at the Chateau. Potluck Tuesday, Dec 5
- Transportation: Tuesdays to Reno – Dec 12 & 26 / Tuesdays to Carson City – Dec 5 & 19; Local Wednesday runs are Dec 6, 13, 20, & 27 with Dec 20 - Local/Truckee.
- Snowshoe hikes start Dec 5th! Join us each Tuesday for a local outing followed by lunch at SNC. Meet at the Recreation Center at 9:45am, return by 2:00pm.
- Conversation Café – Nov 2, 9, 16, & 30 – No Conversation Café on Thanksgiving Day, Nov 23
  - Dec 7: What is IVGID’s responsibility vs Washoe County
  - Dec 14: Bring an old picture and tell the story behind it; Do pictures help your memory? What do you do to exercise memory retention? HOLIDAY POTLUCK 😊
  - Dec 21: Current Events
  - Dec 28: What things in society should be “free” and what do you really resent paying for?

Digital Photography Club: Meet at Aspen Grove, Dec 13, 6:00 - 7:30pm for a club holiday party.
- No Vets Club General Membership Meeting
- Trips, Tours & Adventures! Join the group for the annual trip to Nevada City for the Victorian Christmas celebration, Sunday, Dec 3. Meet at the Recreation Center at 10:45am for prompt departure.

PARKS

- Pine needles green waste cleanup continuing throughout parks and beaches; they are being recycled.
- The high lake level is increasing the amount of debris washing on shore, requiring cleanup.
- The District Safety Meeting was attend by Parks staff. Three Parks employees attended an in-house chain saw safety training conducted by Dennis Griffiths.
- Two Parks employees attended a sports turf management seminar.
- Four additional Goose Patrol volunteers received orientation and completed volunteer forms.
- Restrooms at Incline Park, Incline Beach and the east side of Burnt Cedar Beach are now closed for the winter.
- The High School stadium field was top-dressed.
- Soccer goals taken down and stored for the winter.
- Vandalism (graffiti) has occurred numerous times at the Burnt Cedar, Incline Beach and Preston playgrounds. Sheriff reports were submitted.
- Parks equipment serviced and put away for winter storage.
- Budget planning for 2018-2019 fiscal year.

A Look Ahead - December

- Some minor playground maintenance repairs to be conducted at Incline Beach. Some bearings and guides need to be replaced and a replacement seat to be installed.
- Snow removal duties and tasks will occur as needed.
Some additional tree removal to take place.
Completion of the Tree City application to online to be designated a Tree City once again.
Gathering data in preparation for Vermont software MainTrac release sometime this winter.

YOUTH, FAMILY & COMMUNITY PROGRAMS

- Social media marketing for all programs
- Update website for department
- Coordinating teen dances
- Coordinate the after school program for four weeks including the conference week
- Marketing for teen dances
- Organizing the Brunch with Santa event
- Budget planning for 2018-2019 fiscal year
- Community Holiday Celebration planning

A Look Ahead – December

- Planning for Winter programming
- Winter program marketing.
- Organizing the Brunch with Santa event
- Organize the holiday break camp

SPORTS

- TK Play like a Champion League ends November 20
- Registration for Youth Basketball continues
- Adult Volleyball will continue through December.
- Volleyball Camp with Tony Graeber began November 6

A Look Ahead – December

- Youth Basketball league skills day December 6th
- TK Play Like a Champion Basketball
- Budget planning for 2018-2019 fiscal year

AQUATICS

- Attendance at the Rec Center steady
- Private lesson enrollment steady
- Swim team enrollment increasing with addition of a pre-swim team lesson
- Swim Around Tahoe enrollment steady
- Second session of Fall swim lessons underway
A Look Ahead – December

- Stroke clinics continuing
- Fall swim lesson session II/B ends December 7th
- Plan to continue pre-swim team lessons through the school break
- Planning for Flying Fish swim program in progress
- Budget planning for 2018-2019 fiscal year

TENNIS

- Pickleball play resumes in the Recreation Center gymnasium

A Look Ahead - December

- Planning to have one of our Junior Tennis Pros teach indoor youth clinics in the Rec Center gym beginning in January.
- Budget planning for 2018-2019 fiscal year