MEMORANDUM

TO: Board of Trustees
THROUGH: Steve Pinkerton
          General Manager
FROM: Indra Winquest
       Parks & Recreation Director
SUBJECT: May 2017 Parks & Recreation Status Report
DATE: June 15, 2017

Incline Village Parks & Recreation Status Report

<table>
<thead>
<tr>
<th>Monthly Touches</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
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<tr>
<td>Recreation Center Monthly Touches</td>
<td>9,446</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>Fiscal (YTD) Touches</td>
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<td>Seniors Monthly Touches</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Aquatics Monthly Touches</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Fitness Monthly Touches</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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<tr>
<td>Fiscal (YTD) Touches</td>
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<td>Sports Monthly Touches</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>Fiscal (YTD) Touches</td>
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<td>Monthly Beach Touches w/o boat &amp; Jet</td>
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<td>Fiscal (YTD) Touches</td>
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<td>Monthly Tennis Touches</td>
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<td>Fiscal (YTD) 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

- Total Revenue for the Recreation Center, which includes Memberships, Massage, Food, Service and User Fees, and Merchandise, is ahead of last year’s actual at this time by $88,776. The May revenue of $73,799 is over last year’s May by $8,365.
- Total operating YTD is under budget.
- 19,888 visits to the Recreation Center were captured by the electronic front door counters.
- CIP purchases for 2016/2017 are complete for Recreation Center, and all asset forms have been submitted.
- 25th Anniversary logo is complete.
- 25th Anniversary event plan dates is complete and will be discussed at June 8th marketing meeting.
- Plans for the 25th Anniversary Float are underway

A Look Ahead – June

- Considering the purchase or rental of another vending machine for snacks to help reduce congestion at the front counter during the summer
- Follow-up on corporate leads
- Send Thank-You’s to members who attended the Cowgirl Poetry
- 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.
- Complete 25th Anniversary Marketing and Event Plan
- Purchase float materials and build float June29&30.
- Hiring a second massage therapist for some evenings and Sundays this spring and summer…still waiting for proof of license.
- Preparing for Massage at the Beach
- Adding a POS transaction station to the workstation near the front doors to assist in merchandise and food sales during June and July.
- Order summer supplemental uniforms
- Order 25th Anniversary retail and uniforms

RECREATION COUNTER

- Began the selling and completion of contract of 96 new Paddleboard specific racks at Ski/Hermit Beach.
- Trained staff on customer service points for WebTrac
- Continued reserving facility rentals for spring and summer
• Continued Beach Ticket printing process

A Look Ahead – June

• Continue input of summer programming into Vermont
• Completion of Paddleboard Rack Rental sales process
• Continue Beach Ticket printing process
• Preparation for 4th of July operations

FITNESS, HEALTH AND WELLNESS

• 115 Personal Training sessions took place in the month of May
• BODYpaw Moved to Diamond Peak’s Base Lodge
• 7 artists joined the small group Drawing with Liz Pagenelli program which runs from May 30 – June 20

A Look Ahead – June

• Planning for Summer Programs and Events continues
• The Kids Dance Recital will take place at the Incline High School Theater on June 9

SENIORS

• Transportation: Tuesdays to Reno – May 2, 16, & 30 /Tuesdays to Carson City – May 9 & 23; All Wednesdays-Local; Wed, May 17 - Local/Truckee.
• The Senior Transportation Program serviced 112 passengers for the month of May.
• The regular monthly Vets Club Board meeting and General Meeting hosted approximately 110 people for the annual Memorial Day Ceremony and Reception at the Recreation Center on Friday, 5/26.
• Conversation Café – May 4, 11, 18, & 25
• May 4: Pros & Cons of IVGID Acquiring the Parasol Building
• May 11: The Evolution & Definition of “Feminism”
• May 18: Current Events
• May 25: What does “Freedom” Represent to you?
• Digital Photography regular meeting – Wed, May 10, at Aspen Grove, 6:00-7:30pm
• Tuesday 55+ Hiking Series began May 2. Hikes continue each Tuesday through October.
• Incliners –monthly Potluck & themed Catered Dinner. Singles group and book club.
• Eleven participants enjoyed the first field trip of the season to the Amador Wine country.

A Look Ahead – June

• Incliners Potluck dinner on June 6 and themed catered dinner on June 20, both at 5:30pm at the Chateau.
• Transportation: Tuesdays to Reno – June 13 & 27 /Tuesdays to Carson City – June 6 & 20; All Wednesdays-Local; Wed, June 21 - Local/Truckee.
• Trips, Tours & Adventures heads to the Reno Rodeo, Thursday, June 22. Depart from the Recreation Center at 4:00pm and return at approx10:30pm. Pre-registration required.
• Conversation Café – June 1, 8, 15, 22, & 29
• June 1: If you could be anyone’s assistant, who would it be and why?
• June 8: Participant’s choice
• June 15: Current Events
• June 22: TBD
• June 29: Is patriotism a trend?
• 55+ Hiking Series continues! Join fellow hikers for moderate treks around the Tahoe area each Tuesday. Meet at the Recreation Center for a prompt 9:00am departure.
• Digital Photography adjusted meeting – Tuesday, June 6, 9:00-2:00, Sagehen Creek hike.
• Next Summer Moonlight Hike with wine & cheese social is Thursday, July 6! Sign up!
• Vets Club Board meeting – June 21, 9:00-11:00, at the Chateau, Vets Club General Membership Meeting – Thursday, June 29, at the Chateau, 12:00-2:00pm, with guest speaker Colonel Dennis Osborne talking about “Recreational Marijuana & Law Enforcement”.

PARKS

• Parks staff attended the District’s safety committee meeting. The IVGID Playground Safety Committee met on May 13, 2017. Playground safety inspection occurring weekly by Certified Playground Safety Inspector by a parks employee that is a Certified Playground Safety Inspector. John Dollar, IVGID’s Safety Specialist, and Steven Phillips, Parks Superintendent, conducted annual safety inspections at all Parks sites in May.
• Over 340 cubic yards of green waste has been collected to date for the fiscal year and diverted from going to the landfill.
• Five Incline High school students and two adult supervisor volunteers spent 78 hours cleaning and raking parks.
• Parks staff installed the Bob Wheeler plaque at Burnt Cedar jetty.
• One of the features (sliding pole) on the Preston Playground had damage from the winter at Preston Park, so a new sliding pole has been ordered. Eighty-five yards of engineered woodchips were delivered and will be used in the playgrounds.
• Contractor recoated the Preston Park building restroom floors with epoxy.
• IVGID Brush Crew conducted work removing brush and trees at Village Green, Ski Beach, Disc Golf Course, Tennis Center, Preston Park and Recreation Center in May.
• A lighting contractor replaced burned out ball field lights bulbs at Preston Field and the Incline Park Fields. Scoreboard light bulbs were also replaced where needed by Buildings staff.
• Parks staff removed driftwood from the beaches and beach raking conducted numerous times.
• Renovating turf areas, slicing, raking aerating, over-seeding, applying fungicide and fertilizer.
• Goose Patrol template revised, now featuring a Picture of the Month. Goose blast yielding quick returns from our volunteers and many new photos. Thanks to Chris Cardador and Jackie Ream for their help.
• Parks Staff repaired split rail fencing at the beaches and reinstalled two fence panels and one post at Incline Beach.

A Look Ahead - June

• IVGID’s Arbor Day celebration will occur June 14, at Aspen Grove from 9:30AM to 12noon.
• Woodchips currently stored at Preston Park will be relocated to other parks sites for mulch and erosion control.
• A contractor will install bollards at Village Green, Ski Beach and Burnt Cedar.
• Parks staff will install accessibility matting from the water to upper part of Hermit Beach.
Nine picnic tables ordered for Beaches, delivery scheduled in mid June.
The Rotary Club will install a memorial bench at Burnt Cedar Beach.
The backflow device in front of the Recreation Center is scheduled for a repair by Public Works in June.

YOUTH, FAMILY & COMMUNITY PROGRAMS

- Held the after school program for four weeks
- Coordinated the Tiny Timbers Program this month for two days a week
- Organized kid zone
- Planning for summer camps
- Planning for camp registration
- Hiring summer staff

A Look Ahead – June

- Planning for start of the summer programs
- Planning for staff training
- Starlight cinema
- Camp marketing

SPORTS

- Youth Softball games are in process.
- Karate had 13 participants.
- Adult co-ed volleyball will come to an end.

A Look Ahead – June

- Adult Softball will begin at the middle of the month weather permitting
- TK basketball camp Session 1 at Incline High School

AQUATICS

- Attendance at the Rec Center is steady
- Private lesson enrollment increasing as summer is approaching
- Swim team enrollment increasing with addition of a pre-swim team lesson
- Swim Around Tahoe enrollment steady
- Sixth session of Fall/Winter/Spring group swim lessons in progress
- Lifeguard class completed
- WSI class underway

A Look Ahead – June

- Northern NV Aquatics swim meet to be held June 24th
- Stroke clinics continuing
- Summer session of swim lessons to begin June 18th at Burnt Cedar and Rec Center
- Beaches being staffed 7 days a week starting June 17th
- Recruitment for summer staff continuing
- Jr. Aid class to be held June 10th and June 25th
- Nike Swim Camp starting June 27th
TENNIS
• Continued daily adult and youth clinics
• Session 3 of QuickStart Clinics
• USTA Event
• Membership Passes are up from last year

A Look Ahead – June
• Pickleball Camps & Lessons June 15-18
• Ice Cream Social
• Plan for Incline Open