# **Recreation Services Monthly Report**

January 2006		PARTICIPATION PRIOR YEAR		PARTICIPATION CURRENT YEAR		
PROGRAM TITLE		GAMES/CLASSES SESSIONS	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
TOTAL RECREATION SERVICES		323310113	59,835			
TOTAL RECREATION SERVICES			59,633	213,330	62,493	219,042
ADMINISTRATION						
ADMINISTRATION						
YOUTH ENRICHMENT SCHOLAR	STILDS (VES)					
YES Applicants Approved	(31111 3 (1 L3)		27	122	19	70
YES Applications Approved			11	38	6	23
YES Assistance Amount Given			\$ 2,422.50	\$ 9,504.00	\$ 1,323.75	\$ 5,956.50
TOTAL APPLICANTS FOR SCHO	LADCHIDO				φ 1,323.73 19	
TOTAL APPLICANTS FOR SCHO	LARSHIPS		27	122	19	70
ADULT FINANCIAL ACCIETANCE	: (AEA)					
ADULT FINANCIAL ASSISTANCE	(AFA)		2/2	2/2		20
AFA Applicants Approved			n/a	n/a	9	
AFA Applications Approved			n/a	n/a	9	30
AFA Assistance Amount Given			n/a	n/a	\$ 450.00	\$ 1,521.68
TOTAL APPLICANTS FOR SCHO					9	30
Funding for adult scholarships was	approved by City	Council on March 7, 2005.	Applications wer	e accepted beg	inning	
March 8, 2005.		Т				
DIVISION EVENT						
Halloween Haunting			0	4,000	0	4,500
Holiday Parade			0	3,000	0	3,000
Theme Park Ticket Sales			0	0	0	8
TOTAL DIVISION EVENTS		0	0	7,000	0	7,508
SPORTS PROGRAMMING						
YOUTH SPORTS						
Diamond Council:	Participants		0	0	0	0
Youth Basktball:	Participants	126	3,256	3,256	2,520	2,520
Youth Football:	Participants		0	1,518	0	i e
Youth Soccer:	Participants		0	1,752	0	3,048
Youth Tennis:	Participants		0	0	0	0
Active Kids Club:	Participants	16	190	896	250	1,120
Other Sports: Fowl Shoot	· ·		0	102	0	
TOTAL YOUTH SPORTS		142	3,446	7,524	2,770	8,021
			2, 110	.,		-,
WOMENS SPORTS						
Womens Volleyball:	Participants		0	192	0	192
Women's Softball:	Participants		0	0	0	
Women's Basketball:	Participants		0	0	0	
Women's Soccer:	Participants		0	144	0	
Other Women's Sports	ι αιτισιρατίτο		0	0	0	i e
			0			
TOTAL WOMEN'S SPORTS		0	0	336	0	432
MENIE COORTS						
MEN'S SPORTS	Doubleto		_		_	_
Men's Volleyball:	Participants		0	0	0	0

PROGRAM TITLE  Men's Softball:  Men's Basketball:  Men's Baseball:  Participants  Men's Baseball:  Other Men's Sports  TOTAL MEN'S SPORTS  Co-Rec Noon Club  Co-Rec Volleyball:  Participants  Co-Rec Tennis:  Co-Rec Aerobics Classes:  Participants  Co-Rec Sports:  TOTAL CO-REC SPORTS  Additional uses not included in participation totals: Conference Rom 11; G	40 40 21 56 77 259	0 0 55 0 0 640	YEAR-TO DATE  2,262 2,000 0 4,262  1,394 1,800 1,534 0 150 1,846 0 6,724	SAME MONTH  0 800 0 800 357 672 0 0 0 1,029	YEAR-TO DATE  1,560 1,698 0 0 3,258  1,279 2,403 1,144 0 0 416 0
Men's Softball: Participants  Men's Basketball: Participants  Men's Baseball: Participants  Other Men's Sports  TOTAL MEN'S SPORTS  CO-REC SPORTS  Co-Rec Noon Club  Co-Rec Volleyball: Participants  Co-Rec Tennis: Participants  Co-Rec Aerobics Classes: Participants  Co-Rec Kickball Participants  Other Co-Rec Sports:  TOTAL SPORTS PROGRAMMING	40 21 56 77 259	0 880 0 0 880 357 228 0 0 0 55 0	2,262 2,000 0 0 4,262 1,394 1,800 1,534 0 150 1,846	0 800 0 800 357 672 0 0 0	1,560 1,698 0 0 3,258 1,279 2,403 1,144 0 0
Men's Basketball: Participants  Men's Baseball: Participants  Other Men's Sports  TOTAL MEN'S SPORTS  CO-REC SPORTS  Co-Rec Noon Club  Co-Rec Volleyball: Participants  Co-Rec Softball: Participants  Co-Rec Tennis: Participants  Co-Rec Aerobics Classes: Participants  Co-Rec Kickball Participants  Other Co-Rec Sports:  TOTAL SPORTS PROGRAMMING	40 21 56 77 259	880 0 0 880 357 228 0 0 55 0 640	2,000 0 0 4,262 1,394 1,800 1,534 0 150 1,846	800 0 800 357 672 0 0 0	1,698 0 0 3,258 1,279 2,403 1,144 0 0
Men's Baseball: Participants Other Men's Sports  TOTAL MEN'S SPORTS  CO-REC SPORTS  Co-Rec Noon Club  Co-Rec Volleyball: Participants  Co-Rec Softball: Participants  Co-Rec Tennis: Participants  Co-Rec Aerobics Classes: Participants  Co-Rec Kickball Participants  Other Co-Rec Sports:  TOTAL SPORTS PROGRAMMING	40 21 56 77 259	0 0 880 357 228 0 0 0 55 0	1,394 1,800 1,534 0 1,846	0 0 800 357 672 0 0 0	1,279 2,403 1,144 0 0 416
Other Men's Sports  TOTAL MEN'S SPORTS  CO-REC SPORTS  Co-Rec Noon Club  Co-Rec Volleyball: Participants  Co-Rec Softball: Participants  Co-Rec Tennis: Participants  Co-Rec Aerobics Classes: Participants  Co-Rec Kickball Participants  Other Co-Rec Sports:  TOTAL SPORTS PROGRAMMING	21 56 77 259	0 880 357 228 0 0 55 0 0	1,394 1,800 1,534 0 150 1,846	357 672 0 0 0	1,279 2,403 1,144 0 0 416
TOTAL MEN'S SPORTS  CO-REC SPORTS  Co-Rec Noon Club  Co-Rec Volleyball: Participants  Co-Rec Softball: Participants  Co-Rec Tennis: Participants  Co-Rec Aerobics Classes: Participants  Co-Rec Kickball Participants  Other Co-Rec Sports:  TOTAL SPORTS PROGRAMMING	21 56 77 259	880 357 228 0 0 55 0 0	1,394 1,800 1,534 0 150 1,846	357 672 0 0 0	1,279 2,403 1,144 0 0 416
CO-REC SPORTS  Co-Rec Noon Club  Co-Rec Volleyball: Participants  Co-Rec Softball: Participants  Co-Rec Tennis: Participants  Co-Rec Aerobics Classes: Participants  Co-Rec Kickball Participants  Other Co-Rec Sports:  TOTAL SPORTS PROGRAMMING	21 56 77 259	357 228 0 0 55 0 0	1,394 1,800 1,534 0 150 1,846	357 672 0 0 0 0	1,279 2,403 1,144 0 0 416
Co-Rec Noon Club Co-Rec Volleyball: Participants Co-Rec Softball: Participants Co-Rec Tennis: Participants Co-Rec Aerobics Classes: Participants Co-Rec Kickball Participants Other Co-Rec Sports: TOTAL CO-REC SPORTS  TOTAL SPORTS PROGRAMMING	77 259	228 0 0 55 0 0 640	1,800 1,534 0 150 1,846	672 0 0 0 0 0	2,403 1,144 0 0 416
Co-Rec Volleyball: Participants Co-Rec Softball: Participants Co-Rec Tennis: Participants Co-Rec Aerobics Classes: Participants Co-Rec Kickball Participants Other Co-Rec Sports: TOTAL CO-REC SPORTS  TOTAL SPORTS PROGRAMMING	77 259	228 0 0 55 0 0 640	1,800 1,534 0 150 1,846	672 0 0 0 0 0	2,403 1,144 0 0 416
Co-Rec Softball: Participants Co-Rec Tennis: Participants Co-Rec Aerobics Classes: Participants Co-Rec Kickball Participants Other Co-Rec Sports:  TOTAL CO-REC SPORTS  TOTAL SPORTS PROGRAMMING	77 259	0 0 55 0 0 640	1,534 0 150 1,846 0	0 0 0 0	1,144 0 0 416
Co-Rec Tennis: Participants Co-Rec Aerobics Classes: Participants Co-Rec Kickball Participants Other Co-Rec Sports: TOTAL CO-REC SPORTS  TOTAL SPORTS PROGRAMMING	259	0 55 0 0 640	0 150 1,846	0 0 0	0 0 416
Co-Rec Aerobics Classes: Participants Co-Rec Kickball Participants Other Co-Rec Sports: TOTAL CO-REC SPORTS  TOTAL SPORTS PROGRAMMING	259	55 0 0 640	150 1,846 0	0 0	0 416
Co-Rec Kickball Participants Other Co-Rec Sports: TOTAL CO-REC SPORTS  TOTAL SPORTS PROGRAMMING	259	0 0 640	1,846 0	0	416
Other Co-Rec Sports: TOTAL CO-REC SPORTS  TOTAL SPORTS PROGRAMMING	259	640	0	0	
TOTAL CO-REC SPORTS  TOTAL SPORTS PROGRAMMING	259	640	Ů	-	0
TOTAL SPORTS PROGRAMMING	259		6,724	1,029	
					5,242
Additional uses not included in participation totals: Conference Rom 11: G	Symnas	4,966	18,846	4,599	16,953
production accounts included in participation totals. Commonto Notification 11, C	,		er hours 0.		,
Note: Armory Gym down for floor refinishing the last wek of December.					
COMMUNITY RECREATION					
DOUGLASS AREA					
Douglass Sports	21	1,750	5,722	1,168	4,618
Douglass Gym-Recreation	21	1,680	5,955	1,190	4,760
Douglass Special Events	2	600	847	410	616
Douglass Park		0	0	0	74
Douglass Baseball		0	0	0	0
Douglass Moonlight Hoops		0	0	0	0
TOTAL DOUGLASS AREA	44	4,030	12,524	2,768	10,068
COMMUNITY RECREATION					
Community Recreation Classes	106	348	3,026	2,768	5,329
Community Recreation Instruction	60	1,194	2,929	1,350	4,937
TOTAL COMMUNITY RECREATION	166	1,542	5,955	4,118	10,266
TOTAL DOUGLASS/COMM REC	210	5,572	18,479	6,886	20,334
AQUATICS					
COLUMBIA SWIM CLUB		1,900	7,346	2,000	8,050
HICKMAN POOL	-				
Hickman Kayaking		46	62	2	3
Hickman Exercise	-	433	433	0	0
Hickman Instructional Swim		433	1,072	408	1,190
Hickman Summer Swim Team		0	1,072	408	1,190
Hickman Private Rental		119	203	129	250
Hickman Special Groups		0	103	0	250

January 2006PARTICIPATIONPARTICIPATIONPRIOR YEARCURRENT YEAR

		PRIOR	YEAR	CURREN	II YEAR
PROGRAM TITLE	GAMES/CLASSES SESSIONS	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
TOTAL HICKMAN POOL	SESSIONS	598	1,873	539	1,443
TOTAL HICKMAN TOOL		390	1,073	339	1,440
DOUGLASS AQUATIC CENTER					
Douglass Recreational Swim		0	0	0	0
Douglass Day Care		0	0	0	0
Douglass Private Rental		0	0	0	0
Douglass Special Programs		0	0	0	0
Douglass Special Groups		0	0	0	0
Douglass P&R Camp Adventure		0	0	0	0
Douglass Fun City		0	0	0	0
TOTAL DOUGLASS AQUATIC CTR		0	0	0	C
			-		
OAKLAND FAMILY AQUATIC CENTER					
Oakland Recreational Swim		0	0	0	0
Oakland Day Care		0	0	0	C
Oakland Exercise		0	0	0	C
Oakland Private Rental		0	0	0	0
Oakland Special Programs		0	0	0	0
Oakland Instructional Swim		0	0	0	0
Oakland P&R Camp Adventure		0	0	0	0
TOTAL OAKLAND FAMILY AQUATIC CENTER		0	0	0	0
LAKE OF THE WOODS POOL					
Lake of the Woods Recreational Swim		0	0	0	0
Lake of the Woods Day Care		0	0	0	0
Lake of the Woods Exercise		0	0	0	0
Lake of the Woods Special Programs		0	0	0	0
Lake of the Woods Private Rental		0	0	0	0
Lake of the Woods Birthday Party		0	0	0	0
Lake of the Woods Water Exercise		0	0	0	С
TOTAL LAKE OF THE WOODS		0	0	0	0
PIRATES' LANDING					
Pirates' Landing Recreational Swim		0	0	0	0
Pirates' Landing Day Care		0	0	0	0
Pirates' Landing Private Rental		0	0	0	0
Pirates' Landing Boating		0	0	0	0
Pirates' Landing Birthday Parties		0	0	0	0
Pirates' Landing Special Programs		0	0	0	0
TOTAL PIRATES' LANDING		0	0	0	0
TOTAL OAKLAND CONCESSION		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DOUGLASS CONCESSIONS		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL AQUATICS		2,498	9,219	2,539	9,493
No volunteer hours. CSC Winter Invitational held Jan	. 27-29. There was appro	ximately 12 differe	ent club swim tea	ams from all ov	

**PAQUIN** 

Paquin Crafts / Ceramics

Paquin Music / Bands

January 2006 **PARTICIPATION PARTICIPATION** PRIOR YEAR **CURRENT YEAR** GAMES/CLASSES YEAR-TO SAME YEAR-TO **PROGRAM TITLE SESSIONS** SAME MONTH DATE MONTH DATE Missouri participating. ARC Water Zone continues to stay busy. Birthday parties continue to come in. Saturday ARC lessons filled quickly and started January 21. Hickman pool was down December 20-January 1 due to air handling problems. **GOLF, CONCESSIONS NICKELL GOLF** Nickell Golf Tournament 0 0 0 Nickell Total Dollar Amount 25 24,293 68,673 30,903 95,430 25 Nickell Pass Rounds 107 3,646 1,193 4,997 Nickell Weekday Green Fee Rounds 19 35 952 140 1,387 Nickell Weekend Green Fee Rounds 6 5 610 110 784 Nickell Total Rounds 25 147 5,208 1,443 7,168 Nickell Golf Lessons 0 0 0 0 Nickell Driving Range 0 0 257 0 410 Nickell Carts 9 Hole 25 7 554 95 946 Nickell Carts 18 Hole 25 14 700 145 1,250 **TOTAL NICKELL GOLF** 168 6,719 1,683 9,774 LAKE OF THE WOODS GOLF Lake of the Woods Tournament 0 0 0 0 0 25 LOW Total Dollar Amount 33,580 88,298 35,300 104,714 LOW Pass Rounds 25 113 3,789 988 4,733 LOW Weekday Green Fee Rounds 19 51 983 164 1,480 LOW Weekend Green Fee Rounds 6 578 126 708 LOW Total Rounds 25 6,921 164 5,350 1,278 LOW Carts 25 456 9 Hole 16 115 762 LOW Carts 18 Hole 25 1,346 15 901 158 TOTAL LAKE OF THE WOODS GOLF 195 1,551 9,029 6,707 \$0 TOTAL RAINBOW CONCESSIONS 0 \$9,009 \$0 \$11,672 363 TOTAL GOLF AND CONCESSIONS 13,426 3,234 18,803 Record high temperatures for January. This is the second warmest January on record. SENIOR/PAQUIN/LIFE ENRICHMENT PROGRAMS **SENIOR PROGRAMS** Social Events 104 1,029 5,371 5,011 1,318 Crafts 9 194 225 41 56 Ceramics 13 176 1,053 274 1,146 Music & Bands \*\* 19 354 321 1,600 2,331 Oak Tours Trips / Social 45 1,098 5,041 1,176 5,182 TOTAL OAK 190 2,698 13,990 3,145 13,164

22

391

53

1,511

298

508

40

1,761

172

January 2006PARTICIPATIONPARTICIPATIONPRIOR YEARCURRENT YEAR

PROGRAM TITLE	GAMES/CLASSES SESSIONS	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
Paquin Social Activities	105	727	3,162	975	2,721
Paquin Educational	70	1,108	5,084	1,058	4,381
TOTAL PAQUIN *	200	2,279	10,055	2,581	9,035
LIFE ENRICHMENT					
Life Enrichment Special Programs / Events	2	28	200	62	698
Life Enrichment Educational Classes	87	1,100	6,173	1,052	5,155
TOTAL LIFE ENRICHMENT	89	1,128	6,373	1,114	5,853
SPECIAL PROGRAMS					
Ceramics	7	66	368	75	334
Preschool / Intergenerational	2	220	651	58	693
Teen / Family	0	0	850	0	0
Special Events	0	2,100	2,550	0	2,500
TOTAL SPECIAL PROGRAMS **	9	2,386	4,419	133	3,527
TOTAL SENIOR/PAQUIN/LIFE ENRICHMENT	488	8,491	34,837	6,973	31,579

<sup>\*</sup> Last year at Paquin we had a presentation by Ralph Duren who attracted 650 participants. He has retired and we no longer have that program. Sarah Buckert joined the staff on September 26, 2005.

<sup>\*\*</sup> Last year in October we had a music lunch series and our first outdoor movie. The lunch series had low attendance so they were discontinued and the movies were held this summer.

ADAPTIVE RECREATION					
Special Olympics	14	553	2,385	322	1,585
Other Adaptive	1	85	372	73	328
TOTAL ADAPTIVE	15	638	2,757	395	1,913

Special Olympics bowlers attended the State Indoor Classic in Joplin. Our athletes came home with one gold, four silver and four bronze medals. We ended the bowling season with a banquet at the ARC awarding each athlete a certificate of achievement. Our December dance was co-hosted by People First. They provided refreshments for the event and proceeds from the admission fees were donated to their organization. Stephanie Carter joined staff on January 9, 2006.

\*Numbers decreased in 2005 due to the Unified Bowling Tournament in Kansas City being canceled. We also only stayed one night for the Fall Classic Tournament at Fort Leonard Wood and in 2004 we had a training session athletes attended that was not held in 2005.

CARE					
Trainee Participation					
# Hours Worked, not incl. Gallery Hours		0	0	0	0
CARE Gallery		42	127	2	58
HDC/CARE Hours (will start Oct. 05)		0	0	197	1,822
Hickman Options (will start Oct. 05)		0	0	55	747
Education Hours		0	0	0	0
Tutoring Hours		0	0	92	218
TOTAL CARE	0	42	127	346	2,845
		Same Month	Prior YTD	This Month	This YTD
# Follow Up Calls Completed		n/a	n/a	6	86
# of Applications Received		n/a	n/a	133	155

January 2006		PARTICIPATION PRIOR YEAR		PARTICIPATION CURRENT YEAR	
PROGRAM TITLE	GAMES/CLASSES SESSIONS	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
# of Trainees Invited to Participate	020010110	n/a	n/a	3	21
# of Trainees Attended Orientation		n/a	n/a	3	21
# of Trainees Who Quit Before First Day of Work		n/a	n/a	0	0
# of Terminations		n/a	n/a	1	3
# of Trainees that Quit		n/a	n/a	1	3
# of Trainees that Guit # of Trainees Not Hired by CARE-Referred to Job		II/a	II/a	'	3
Fair		0	0	0	0
# of Participants Who Completed the Summer Program		0	0	0	0
# of Trainees Completed School Year Program,					
earned GED, hired by employer, etc.		n/a	n/a	12	15
ACTIVITY & RECREATION CENTER					
Visits					
Members/Daily Admissions		36,812	107,305	36,896	108,069
Special Admission/Coupons		89	243	221	612
TOTAL VISITS:		36,901	107,548	37,117	108,681
Members:					
Adult Annual		18	71	42	74
Adult Monthly		137	597	262	613
Adult Multi Pass		92	488	125	362
Family Annual		120	393	194	364
Family Monthly		606	2,417	1,135	2,385
Sr. Annual		22	63	40	74
Sr. Annual Monthly		16	72	49	105
Sr. Couple		56	254	168	244
Sr. Couple Monthly		34	160	82	200
Sr. Multi Pass		32	91	42	101
Youth Annual		1	7	2	3
Youth Monthly		10	48	11	21
Youth Multi Pass		21	83	28	78
Total Members:		1,165	4,744	2,180	4,624
Memberships:		984	2,488	1,091	2,217
The ARC averaged 1237 persons per day, an increase rentals and 13 Parks & Recreation room rentals.	e of 344 persons per day	over last month.	We had 21 outsi	de rentals, 7 cit	у
GENERAL RECREATION CLASSES		†			
Day Camp		30	298	0	199
Basketball Camp		0		0	0
Teen Adventure		0		0	0
Outdoor Instruction		0		10	90
Recreation Classes		26		0	202
Bus/Van Reservations		36		39	160
Other Programs - Little Gymmers		180		238	567
TOTAL GENERAL RECREATION CLASSES		272		287	1,218
WEDTRAC On Line Brown Posicionia					
WEBTRAC - On-Line Program Registration			400	90	045
Total Web Users		65	183	89	215

January 2006		PARTICIP	PARTICIPATION		PATION
		PRIOR `	YEAR	CURRENT YEAR	
PROGRAM TITLE	GAMES/CLASSES SESSIONS	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
New Users		45	130	62	156
Repeat Users		20	53	27	59
# of Sessions		115	317	256	477
Total Completed Transactions		34	71	40	94
Total \$ Registrations		\$1,887.00	\$4,056.00	\$2,295.00	\$5,039.00
Total % of on-line \$ registrations (Feb. '02)		14.00%	14.75%	16.00%	17.00%
Total WebTrac Registrations					
Sessions between 12:00am-6:00am:	6	;			
Sessions between 6:00am-12:00pm:	85				
Sessions between 12:00pm-6:00pm:	126				
Sessions between 6:00pm-12:00am:	39				
Average timed session per user:	13.47 min				

### **COLUMBIA PARKS & RECREATION DEPARTMENT**

# Park Services Division Monthly Report January 2006

### I. ADMINISTRATION

- A. <u>Volunteer Work</u> Kelly Smith volunteered 9 hours to help at PMC office.
- B. <u>MKT Stewart/Providence Underpass</u> Contractor (Richardson Construction) completed rough grading and gravel base between Elm St. and Providence Rd., placed boulders, and began grading work between Steward & existing MKT Trail.
- C. <u>Downtown</u> Contractor (Septagon) completed installation of the newspaper corrals at six locations.
- D. <u>Riechmann Pavilion Playground</u> Contractor (All Inclusive Rec, sub-contractor Woods Construction) began installation of the playground.
- E. <u>Stephens Lake Park West Restroom</u> Contractor (Huebert Builders) continued construction of the restroom and is nearing completion.
- F. <u>Nifong Park Restroom</u> Contractor (Huebert Builders) completed construction of the restroom.
- G. <u>Flat Branch Phase II</u> Contractor (Sunbelt Environmental Services) began soil removal for environmental cleanup.

### II. MAINTENANCE

### A. Facilities and Grounds

- 1. Performed park clean-up and sanitation. (220 hrs.)
- 2. Removed snow and ice from roads and walks. (8 hrs.)
- 3. Performed playground repairs and inspections. (2 hrs.)
- 4. Performed maintenance on park lighting systems. (10 hrs.)
- 5. Performed maintenance on athletic field electrical components and pitching machines. (8 hrs.)
- 6. Provided maintenance support for First Night Fever.
- 7. Repaired vandalism at CCRA Skate Park and Kiwanis parking signs.
- 8. Assembled two bleacher sets for athletic fields at CCRA.
- 9. Constructed a new office area for Natural Resource Supervisor at PMC.
- 10. Completed the replacement of the MKT exercise station signs.
- 11. Assisted Cultural Arts in placement of the miniature Statue of Liberty piece in the lobby of the Daniel Boone Building.
- 12. Began erecting foul ball protection netting on the RSC fields.

#### B. ARC

- 1. Performed preventative maintenance, repair, and adjustments of cardiovascular equipment. (30 hrs.)
- 2. Performed general repair of building fixtures. (7 hrs.)
- 3. Performed maintenance and care of Water Zone. (54 hrs.)
- 4. Performed maintenance of building mechanical systems. (19 hrs.)
- 5. Performed set up and take down of meeting rooms. (2 hrs.)
- 6. Performed maintenance of the building exterior. (9 hrs.)
- 7. Touched up wall and fixture paint. (8 hrs.)

- 8. Constructed four storage units for the cardio area.
- 9. Installed a new drop down screen in the meeting rooms.
- 10. Performed the annual cleaning of the lobby artwork.

### III. FLEET OPERATIONS

- A. 9 vehicles serviced and 10 vehicles repaired.
- B. 3 pieces of equipment serviced and 22 pieces of equipment repaired.
- C. 17 service calls performed.
- D. 5 tires repaired.
- E. 3 pieces of small power equipment repaired.
- F. 4 times vehicles checked for trips.
- G. 1 freight shipment unloaded.
- H. 3 mowers repaired.
- I. 1 mower serviced, 100-hrs. interval.
- J. 28 blades sharpened.
- K. 3 golf cars repaired.
- L. Other Services Performed Fabricated trailer tailgate for Sports Turf Management.

### IV. GOLF AND SPORTS TURF MANAGEMENT

- A. L.A. Nickell Golf Course
  - 1. Serviced Ransomes fairway mower. (8 hrs.)
  - 2. Replaced bedknives and repaired rollers on Ransomes fairway unit. (10 hrs.)
  - 3. Replaced bedknives and repaired rollers on greensmowers. (10 hrs.)
  - 4. Installed new rear glass on 11-ft. mower. (2 hrs.)
  - 5. Serviced both greensmowers. (10 hrs.)
  - 6. Mowed all greens. (5 hrs.)
  - 7. Performed daily course maintenance, cup changing, trash, t-markers. (30 hrs.)
  - 8. Refinished tee benches. (60 hrs.)
  - 9. Trimmed trees and removed brush. (100 hrs.)

### B. Lake of the Woods Golf Course

- 1. Serviced #3020 and prepared for the season. (5 hrs.)
- 2. Serviced #3096 and prepared for the season, lapped mowing units. (22 hrs.)
- 3. Performed seasonal maintenance on #1701. (8 hrs.)
- 4. Added new bedknives and serviced #3002. (24 hrs.)
- 5. Performed seasonal maintenance on #1790. (13 hrs.)
- 6. Performed daily course preparations, changed cups, picked up trash, and moved tee markers. (30 hrs.)
- 7. Built new sand containers; painted course accessories. (40 hrs.)
- 8. Assisted with sod installation at Rainbow Softball Center.

### C. Sports Turf Management

- 1. Completed painting Lake of the Woods Clubhouse interior and ceiling. (140 hrs.)
- 2. Installed sod on Rainbow Softball Center. (40 hrs.)
- 3. Watered sod periodically. (24 hrs.)
- 4. Cut and removed debris from ornamental grasses at both golf courses. (80 hrs.)
- 5. Performed warning track maintenance at Rainbow. (16 hrs.)
- 6. Repaired fencing at Rainbow. (16 hrs.)
- 7. Fertilized and seeded Black and Gold Fields at Antimi. (8 hrs.)

## V. <u>CONSTRUCTION</u>

### A. Stephens Lake Park - Reichmann Pavilion

- 1. Installed all interior doors, hardware, closers, and signs.
- 2. Installed baseboard and quarter-round trim in open area.
- 3. Completed painting and weather stripping exterior metal doors.
- 4. Constructed and installed wooden vent louvers on east side for HVAC system.
- 5. Installed sensors and wiring for HVAC system.
- 6. Installed stainless steel sink and faucets in kitchen.
- 7. Constructed coat rack and shelving units in open area.
- 8. Installed fire Knox box and three fire extinguishers.
- 9. Installed wood shades at open area windows and put together free standing shelf units.
- 10. Installed exterior porch lights and decorative covers.
- 11. Installed two BBQ grills and service table.
- 12. Installed baby change stations in the men and women's interior restrooms.
- 13. Cleaned all FRP walls, partitions, and floors, and removed all remaining construction materials and equipment.

### B. Stephens Lake Park - Other Projects

- 1. Installed 1,000 feet of 2" forced main sewer pipe for service to new west restroom.
- 2. Fabricated and installed 4 Memorial/Heritage benches and secured additional bracing to all recyclable-material benches.

### C. Antimi Ball Fields

- 1. Installed large electrical panel, conduit, and main service wire.
- 2. Installed sewer pipe and connected to existing line at concession building.

### D. Other Park Projects

- 1. PMC Installed lighting and wiring for Natural Resource office.
- 2. Skate Board Park Started installation of plastic hockey panels.

### VI. NATURAL RESOURCES

### A. Horticulture

- 1. Planting and Construction
  - a. Began construction/spreading of top soil and grading of landscape beds at Stephen's Lake Riechmann Pavilion. Began placing landscape boulders. (56 hrs.)

- b. Started the process of bedding plant production for spring. Took 1,000 cuttings off our stock plants, and sowed approximately 2,000 annual seeds for germination. Cleaned, organized, and prepared greenhouses for production. (48 hrs.)
- 2. Maintenance Cleaned up seasonal beds by cutting back ornamental grasses and spireas and cleaning up leaf and litter. (136 hrs.)

### B. Forestry

- 1. Maintenance
  - a. Equipment Maintained and cleaned chainsaws, vehicles, and equipment. (12 hrs.)
  - b. Stewart Providence Underpass Removed trees, built trail, and poured concrete. (256 hrs.)
  - c. MKT Trail Removed ice from tunnel and bridges. (16 hrs.)
  - d. Cosmo Park Put up fencing on hillside. (120 hrs.)
  - e. Rhett's Run Renovated and effected erosion control on trails. (166 hrs.)
- 2. Memorial/Heritage Program Installed plaques at various locations. (32 hrs.)
- 3. Downtown Replaced broken grates and added rock to tree boxes. (12 hrs.)

### VII. PARK RANGER

- A. Meetings
  - 1. Alarm Communications
  - 2. Law Enforcement Training Institute

#### B. Training

- 1. Night Firearms
- 2. Police Legal Science
- C. Accident
- D. Criminal/Incident Investigations
  - 1. Responded to the ARC for medical emergency/autistic male juvenile having a fit in women's restroom.
  - 2. Responded to Cosmo-Bethel Park for vandalism.
  - 3. Responded to Cosmo Park.
    - a. Suspicious male on Rhett's Run Trail/gone on arrival.
    - b. Trespass subject in Skate Park (see F-13-a).
    - c. Bike in Skate Park (see F-8-c).
    - d. Juvenile littering and vandalizing (see F-5-c).
    - e. Fire in quarry (see F-8-d).
  - 4. Responded to Flat Branch Park for vandalism/unfounded.
  - 5. Responded to Indian Hills Park for vandalism to vehicle.
  - 6. Responded to Kiwanis Park for vandalism.
  - 7. Responded to MKT Trail for a reported camp off trail /located several campsites.
  - 8. Responded to Oakland Park to answer questions for park users.
  - 9. Responded to Twin Lakes for dead fish/unable to locate.
  - 10. Responded to Woodridge Park for suspicious vehicle/male subject

watching children/gone on arrival/report completed.

- E. Special Assignments
- F. Violations
  - 1. Animal Complaints (21)
    - a. (19) Warnings for dog off leash in Cosmo Park.
    - b (1) Warning for dog in Steinberg Playground in Cosmo Park.
    - b. (1) Warning for dog off leash in undesignated area of Twin Lakes.
  - 2. Beach/Pools (0)
  - 3. Drug Laws (0)
  - 4. Fireworks (0)
  - 5. Juveniles (8)
    - a. (6) Warnings for using picnic tables in Antimi Shelter as ramps in Cosmo Park.
    - b. (1) Warning for unsafe acts in Skate Park in Cosmo Park.
    - c. (1) Warning for littering in Skate Park in Cosmo Park/contacted parent/juvenile picked up/trespass warning for three months.
  - 6. Littering (0)
  - 7 Liquor Laws (0)
  - 8. Park Violations (18)
    - a. (5) Groups playing on soccer and football fields in Cosmo Park.
    - b. (5) Warnings for bikes on Skate Park in Cosmo Park.
    - c. (1) Citation for bike on Skate Park/previously been warned.
    - d. (5) Warnings for building campfire in quarry at Cosmo Park.
    - e. (2) Warnings for riding bikes on boardwalk in Stephens Lake.
  - 9. Parking Violations (4)
    - a. (3) Warnings at Oakland Park.
    - b. (1) Warning at Twin Lakes.
  - 10. Traffic (5)
    - a. (2) Warnings for driving wrong direction in Cosmo Park.
    - b. (1) Warning for golf cart driving in unauthorized area of Cosmo Park.
    - c. (1) Citation for operating motor vehicle in grass in Cosmo Park.
    - d. (1) Citation for not having a valid drivers license in Cosmo Park.
  - 11. Trespass (6)
    - a. (2) Warnings for trespass subject after hours at Skate Park in Cosmo Park.
    - b. (4) Warnings for trespassing onto L.A. Nickell Golf Course when closed.
  - 12. Vandalism (0)
  - 13. Warrant (2)
    - a. (2) Custodial Arrests for Boone County and Randolph County at Skate Park in Cosmo Park.
  - 14. Weapons (0)
  - 15. Wildlife (0)

_	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	
WEEKS	Week	Week	Week	Week	Week	Week	TOTAL
TOTAL MILES DRIVEN	222	290	318	353	94	0	1277
			Hours				
REG. PATROL	16.5	20	22	26	5	0	89.5
FOOT PATROL	12	9.5	8	3.5	1	0	34
BIKE PATROL	0	0	0	0	0	0	0
CRIMINAL INVEST	0	0	1	0.5	0	0	1.5
ACCIDENT INVEST	0	0	0	0	0	0	0
INCIDENT INVEST	3	2	2.5	1.5	0	0	9
OFFICE DUTY	0	3	9	4	1	0	17
LUNCH	0	0	0	0	0	0	0
LEAVE	0	0	8	4.5	0	0	12.5
SPECIAL ASSIGNMT	0	0	0	0	0	0	0
MEETINGS	0.5	0.5	1.5	0	0	0	2.5
TRAINING	0	5.5	0	0	1	0	6.5
TOTALS	32	40.5	52	40	8	0	172.5

VIOLATIONS	WARNINGS	ARRESTS
ANIMAL COMPLAINTS	21	0
BEACH/POOLS	0	0
DRUG LAWS	0	0
FIREWORKS	0	0
JUVENILES	8	0
LIQUOR LAW	0	0
LITTERING	0	0
PARK VIOLATIONS	17	1
PARKING VIOLATIONS	4	0
TRAFFIC	3	2
TRESPASS	6	0
VANDALISM	0	0
WARRANT	0	2
WEAPONS	0	0
WILDLIFE	0	0
TOTALS	59	5

SERVICES	TOTALS
ASSIST OTH ACY	0
ASSIST PARK USER	5
BROCHURES / MAPS	14
BUILDING CHECKS	58
DIRECTING TRAFFIC	0
FIRST AID	0
LOCATE MSNG PSN	0
MAINTENANCE	1
MOTORISTS ASSIST	1
PARK INFO/DIRECTIONS	91
RECOVERED PROPERTY	0
VISITOR COMPLAINT	0
TOTALS	170