

Recreation Services Monthly Report

December 2009

PROGRAM TITLE	GAMES/CLASSES SESSIONS	PARTICIPATION PRIOR YEAR		PARTICIPATION CURRENT YEAR	
		SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
TOTAL RECREATION SERVICES		47,045	156,999	47,959	157,019
ADMINISTRATION					
YOUTH ENRICHMENT SCHOLARSHIPS (YES)					
YES Applicants Approved		43	132	49	180
YES Applications Approved		13	41	16	52
YES Assistance Amount Given		\$ 4,597.25	\$ 12,379.25	\$ 4,851.00	\$ 18,953.90
TOTAL APPLICANTS FOR SCHOLARSHIPS		43	132	49	180
ADULT FINANCIAL ASSISTANCE (AFA)					
AFA Applicants Approved		10	42	16	51
AFA Applications Approved		9	41	15	49
AFA Assistance Amount Given		\$ 750.30	\$ 2,829.10	\$1,001.80	\$ 2,952.26
TOTAL APPLICANTS FOR SCHOLARSHIPS		10	42	16	51
DIVISION EVENT					
Tiger Night of Fun		0	3,000	0	3,623
Theme Park Ticket Sales		10	25	0	23
TOTAL DIVISION EVENTS	0	10	3,025	0	3,646
SPORTS PROGRAMMING					
YOUTH SPORTS					
Diamond Council: Participants		0	0	0	0
Youth Basketball: Participants		0	0	0	0
Youth Football: Participants		0	1,320	0	2,756
Youth Soccer: Participants		0	2,832	0	3,048
Youth Tennis: Participants		0	0	0	0
Active Kids Club: Participants	12	310	1,030	250	890
Other Sports:		0	150	0	0
TOTAL YOUTH SPORTS	12	310	5,332	250	6,694
WOMEN'S SPORTS					
Women's Volleyball: Participants		0	0	0	0
Women's Softball: Participants		0	0	0	0
Women's Basketball: Participants		0	0	0	0
Women's Soccer: Participants		0	240	0	72
Other Women's Sports		0	0	0	0
TOTAL WOMEN'S SPORTS	0	0	240	0	72
MEN'S SPORTS					
Men's Volleyball: Participants		0	0	0	0
Men's Softball: Participants		0	3,458	0	2,366

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Men's Basketball: Participants	15	760	1,464	300	920
Men's Baseball: Participants		0	0	0	0
Other Men's Sports		0	0	0	0
TOTAL MEN'S SPORTS	15	760	4,922	300	3,286
CO-REC SPORTS					
Co-Rec Noon Club		0	0	0	0
Co-Rec Volleyball: Participants	16	396	1,635	192	1,380
Co-Rec Softball: Participants		0	3,042	0	1,300
Co-Rec Tennis: Participants		0	0	0	0
Co-Rec Kickball Participants		0	1,950	0	858
Other Co-Rec Sports:		0	0	0	0
TOTAL CO-REC SPORTS	16	396	6,627	192	3,538
FACILITY USAGE					
Private Tournament Rentals				0	3
Fields Used:					
Antimi		0	0	0	0
Rainbow		0	0	0	0
Legion		0	13	0	0
Oakland		0	0	0	2
Atkins		0	0	0	0
Schools		0	0	0	0
Soccer		0	0	0	26
Gym		0	0		1
Total Number of Fields Used		0	13		29
TOTAL SPORTS PROGRAMMING	43	1,466	17,121	742	13,590
Additional uses not included in participation totals: Conference Room 8, Gymnasium 6. Volunteer hours 0.					
COMMUNITY RECREATION / DOUGLASS					
COMMUNITY RECREATION PROGRAMS					
Classes	83	1,132	3,073	893	2,873
After-School Program	60	1,209	3,424	434	1,581
Groups	38	239	865	320	1,313
Camps	0	0	0	0	0
Special Events	4	321	706	393	741
TOTAL COMMUNITY RECREATION PROGRAMS *	185	2,901	8,068	2,040	6,508
DOUGLASS GYM PROGRAMS					
Classes	11	1,265	3,944	589	2,828
Special Events	1	225	225	185	185
DOUGLASS PARK PROGRAMS					
Sports	0	0	0	0	0
Special Events	0	0	0	0	0

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TOTAL DOUGLASS AREA *	12	1,490	4,169	774	3,013
TOTAL COMMUNITY RECREATION / DOUGLASS	197	4,391	12,237	2,814	9,521
Meetings:					
AQUATICS					
COLUMBIA SWIM CLUB		1,488	4,492	1,488	4,411
HICKMAN POOL					
Hickman Kayaking		0	0	0	0
Hickman Exercise		37	186	36	144
Hickman Instructional Swim		0	635	0	392
Hickman Summer Swim Team		0	0	0	0
Hickman Private Rental		63	176	112	240
Hickman Special Groups		0	0	0	0
TOTAL HICKMAN POOL		100	997	148	776
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	0
ALBERT-OAKLAND FAMILY AQUATIC CENTER					
Albert-Oakland Recreational Swim		0	0	0	0
Albert-Oakland Day Care		0	0	0	0
Albert-Oakland Exercise		0	0	0	0
Albert-Oakland Private Rental		0	0	0	0
Albert-Oakland Special Programs		0	0	0	0
Albert-Oakland Instructional Swim		0	0	0	0
Albert-Oakland P&R Camp Adventure		0	0	0	0
TOTAL ALBERT-OAKLAND FAMILY AQUATIC CTR		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	0
TOTAL LAKE OF THE WOODS		0	0	0	0

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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 ALBERT-OAKLAND CONCESSION		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DOUGLASS CONCESSIONS		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL LOW CONCESSIONS		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL PIRATES' LANDING CONCESSIONS		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL AQUATICS		1,588	5,489	1,636	5,187
December 11 - Santa's Splash and Dash at the ARC was held. Children participated in swimming, crafts, movies and snacks. There were 20 in attendance. December 14-15 - Hickman pool heater was replaced. December 20 - A staff appreciation was held at the ARC for all aquatic staff.					
GOLF, CONCESSIONS					
NICKELL GOLF					
Nickell Golf Tournament	0	0	0	0	0
Nickell Total Dollar Amount	2	\$ 5,649	\$ 61,284	\$ 488	\$ 47,261
Nickell Pass Rounds	2	296	3,156	84	2,348
Nickell Weekday Green Fee Rounds	1	78	1,113	20	945
Nickell Weekend Green Fee Rounds	1	23	766	1	611
Nickell Total Rounds	2	397	5,035	105	3,904
Nickell Golf Lessons	0	0	0	0	36
Nickell Driving Range	0	0	454	0	189
Nickell Carts 9 Hole	2	36	703	11	570
Nickell Carts 18 Hole	2	37	978	5	694
TOTAL NICKELL GOLF		470	7,170	121	5,393
LAKE OF THE WOODS GOLF					
Lake of the Woods Tournament	0	0	0	0	0
LOW Total Dollar Amount	8	\$ 3,911	\$ 57,608	\$ 3,773	\$ 57,613
LOW Pass Rounds	8	376	2,863	321	2,123
LOW Weekday Green Fee Rounds	4	76	935	60	897
LOW Weekend Green Fee Rounds	4	29	638	24	790
LOW Total Rounds	8	481	4,436	405	3,810
LOW Carts 9 Hole	8	30	454	46	509
LOW Carts 18 Hole	8	55	1,008	35	1,070

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TOTAL LAKE OF THE WOODS GOLF		566	5,898	486	5,389
TOTAL RAINBOW CONCESSIONS	0	\$0	\$5,601	\$0	\$3,178
TOTAL GOLF AND CONCESSIONS		1,036	13,068	607	10,782
GOLF SEASON PASS USE BY TYPE					
L.A. NICKELL					
Rd Played-Family Pass		115	115	37	1,046
Rd Played-Individual Pass		53	53	20	521
Rd Played-Junior Pass		1	1	-	5
Rd Played-Senior Pass		30	30	22	594
Rd Played-Sr Family Pass		11	11	5	182
TOTAL		210	210	84	2,348
LAKE OF THE WOODS					
Rd Played-Family Pass		2	2	93	438
Rd Played-Individual Pass		104	104	74	470
Rd Played-Junior Pass		13	13	3	7
Rd Played-Senior Pass		0	0	133	1,010
Rd Played-Sr Family Pass		0	0	18	198
TOTAL		119	119	321	2,123
SENIOR/PAQUIN/LIFE ENRICHMENT PROGRAMS					
SENIOR PROGRAMS					
Social Events	110	694	2,412	899	2,913
Crafts & Classes	9	15	97	60	296
Music & Bands	11	317	953	412	1,058
Oak Tours Trips / Social	22	1,018	3,622	432	2,052
TOTAL OAK	152	2,044	7,084	1,803	6,319
<p>Music groups spread holiday cheer/Cookie's groups ended with a Talent show Holiday Party, which was a great hit with the participants. The choir helped the Karaoke Holiday Sing-A-Long succeed. Bells performed on the new Paul Pepper KBIA radio show on December 25 and Ukulele band played at Stamper Commons at First Night on December 31. Pool players fixed breakfast and lunch for each other this month.</p> <p>Salsa/Zumba and Chair Yoga ended until 2010.</p>					
ADAPTED COMMUNITY RECREATION					
Crafts / Ceramics	47	532	1,441	654	1,718
Social Activities	85	1,653	5,242	1,464	4,400
Walking Trips	0	0	21	0	0
Educational	80	1,073	3,275	1,129	3,441
TOTAL ADAPTED COMMUNITY RECREATION	212	3,258	9,979	3,247	9,559
<p>Staff and volunteers delivered 54 hats/scarf sets to The Shelter and Rainbow House. Participation in new painting class is increasing.</p>					

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LIFE ENRICHMENT					
Life Enrichment Special Programs / Events	65	655	3,340	1,034	3,581
Life Enrichment Educational Classes	14	1,219	5,199	682	3,055
TOTAL LIFE ENRICHMENT	79	1,874	8,539	1,716	6,636
Fencing class finished the session in December with a mini-mock fencing tournament to learn and practice keeping score with points. Taekwon-Do, Ju-Jitsu, Karate and Aikido classes are all winding down for the holidays and will begin again in January.					
PRESCHOOL, TEEN, FAMILY AND EVENTS					
Preschool / Intergenerational	3	68	213	103	250
Teen / Family	0	0	0	0	0
Special Events	1	2,500	2,598	3,000	4,000
Classes	0	0	0	0	42
TOTAL PRESCHOOL, TEEN, FAMILY AND EVENTS	4	2,568	2,811	3,103	4,292
Preschool programs had average attendance this month. Parks and Recreation staff hosted the children's art area for First Night and had an increase in attendance this year.					
TOTAL SENIOR/PAQUIN/LIFE ENRICHMENT					
	447	9,744	28,413	9,869	26,806
ADAPTIVE RECREATION					
Adapted Sports	5	125	619	162	781
Adapted Recreation	3	204	440	242	446
TOTAL ADAPTIVE	8	329	1,059	404	1,227
Coordinators and Coaches have basketball practices running smooth. The 3 weeks of practice have been very productive. Athletes, coaches, and volunteers were honored at the end of season banquet for volleyball and bowling. Great food and fellowship was enjoyed by the 142 in attendance. MU Women's Basketball Day was attended by 15 of our athletes. Athletes were recognized during half-time. The monthly dance had 85 in attendance in spite of winter weather.					
CARE	Number	Previous Year Hours for Month	Previous YTD Hours	Current Hours for Month	Current YTD
Paid Trainee Hours					
Boone County Family Resources (BCFR)		n/a	n/a	258.5	559
MO Option		n/a	n/a	1165.05	3117
Summer		n/a	n/a	0	0
Other		n/a	n/a	0	0
Tutoring Hours		n/a	n/a	71.4	226.05
Total Trainee Hours		n/a	n/a	1494.95	3902.05
C.A.R.E. Staff Hours					
Gallery Coordinator		n/a	n/a	20	64
Gallery Assistant		n/a	n/a	0	17.5
Office Manager		n/a	n/a	100.5	301.95
BCFR Employ Mentor		n/a	n/a	70.75	230.25

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MO Option Employ Mentor		n/a	n/a	140	368.25
After School Supervisor/Job Coach		n/a	n/a	0	0
Job Developer		n/a	n/a	0	0
Total CARE Staff Hours		353	353	331.25	981.95
TOTAL CARE HOURS		353	353	1,826	4,884
Applications (number)	9	n/a	n/a	n/a	56
Jobsite Agreements					
New Employers	0	n/a	n/a	n/a	4
Returning Employers	116	n/a	n/a	n/a	343
TOTAL CARE	125	0	0	0	403

As of October 2009, the CARE Program monthly report has a new format.

BCFR Youth Trainees who worked during the month: 7 trainees

MO-Options Trainees who worked during the month: 17 trainees

ex: Trainee numbers were decreased this month due to trainees moving out of the area and trainees being terminated from the jobsites.

ACTIVITY & RECREATION CENTER					
Visits					
Members/Daily Admissions		27,984	75,342	29,475	79,952
Special Admission/Coupons		63	152	86	117
TOTAL VISITS:		28,047	75,494	29,561	80,069
Members:					
Adult Annual		7	25	9	29
Adult Monthly		105	284	63	167
Adult Multi Pass		101	226	79	171
Family Annual		68	134	53	150
Family Monthly		643	1,502	492	1,179
Sr. Annual		23	47	14	44
Sr. Annual Monthly		32	92	18	45
Sr. Couple		46	114	54	140
Sr. Couple Monthly		74	164	44	98
Sr. Multi Pass		59	127	38	87
Youth Annual		0	3	5	8
Youth Monthly		7	16	3	7
Youth Multi Pass		27	52	21	39
30-day Youth		8	33	17	59
30-day Adult		151	292	215	560
30-day Family		260	444	366	929
30-day Senior		11	26	16	50
30-day Senior Couple		10	24	24	88
Total Members:		1,632	3,605	1,531	3,850
Memberships:		750	1,914	794	1,866

The ARC averaged 985 patrons per day.

Room Rentals: City Dept - 0; Parks & Recreation - 17; Outside Patrons - 25

Lock-in: University YMCA

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GENERAL RECREATION CLASSES					
Day Camp		73	106	142	184
Basketball Camp		0	0	0	0
Teen Adventure		0	0	0	0
Outdoor Instruction		0	0	0	0
Home School P.E.		n/a	n/a	72	290
Recreation Classes		74	226	0	65
Bus/Van Reservations		14	59	11	67
Little Gymmers		196	456	175	389
TOTAL GENERAL RECREATION CLASSES		357	847	400	995
WEBTRAC - On-Line Program Registration					
Total Web Users		24	72	35	81
One-Time Users		19	56	14	37
Repeat Users		5	16	21	44
# of Sessions		30	118	5,223	5,697
Total Completed Transactions		13	30	32	82
Total \$ Registrations		\$2,254.00	\$ 4,528.80	\$2,181.00	\$5,855.40
Total % of on-line \$ registrations		19.00%	14.00%	27.11%	25.50%
Total WebTrac Registrations					
Sessions between 12:00am-6:00am:					
Sessions between 6:00am-12:00pm:					
Sessions between 12:00pm-6:00pm:					
Sessions between 6:00pm-12:00am:					
Average timed session per user:					

COLUMBIA PARKS & RECREATION DEPARTMENT
Park Services Division
Monthly Report
December 2009

I. ADMINISTRATION

A. I. P. Meetings

1. Indian Hills Park - A planning meeting for the proposed park improvements was held on December 15 at the Lake of the Woods Visitors Center.
2. Lange Neighborhood Park - A planning meeting for the proposed park development was held on December 16 at Lange Middle School.

B. Philips Lake Park

1. Stockman Construction completed construction of the concrete walks and curbing.
2. Ozark Barge and Dock completed the installation of the fishing and boating docks.

II. MAINTENANCE

A. Facilities and Grounds

1. Performed park clean up and sanitation.
2. Performed playground repairs, re-mulch and inspections.
3. Performed maintenance on park lighting and scoreboard systems.
4. Performed general park maintenance on miscellaneous items.
5. Performed aquatic repairs and inspections.
6. Refurbished park signs and park trash barrels.
7. Performed HVAC repairs and inspections.
8. Removed graffiti and repaired vandalism.
9. Restrooms - Cleaned/checked twice a week the 5 that are open.
10. Rainbow Softball Center - Turned off all electricity except alarm.
11. Lake of the Woods - Started clubhouse work request renovations.
12. Recycling program - Empted all containers at least once a week.
13. Dog Parks - Refilled bags/cleaned/checked sites twice a week.
14. Rock Quarry House - Cleaned and refinished wood floors, repaired and painted garage walls to complete work request.
15. Gans Creek Recreation Area - Checked 3 houses monthly and repaired window.
16. PMC - Installed motion sensors, repaired equipment parking lot lights, and replaced lift station pump.
17. SLAC - Started facility work request renovations.
18. Hickman Pool - Removed and installed new water heater along with new water lines.
19. Snow - Purchased 1.5 cubic yard salt spreader and performed snow duties.
20. Pools - Continued work request renovations.
21. Maplewood Home - Cleaned basement; repaired furnace and main drain.
22. Riechmann Pavilion - Repaired door sweeps and heat pump.
23. TLRA - Added gravel for dog park entry; repaired dog entry gate.

24. Armory - Closed/insulated gym vents, repaired basketball goals, repaired gym door, repaired conference room door, and set up for First Night.
25. Paquin - Removed trash can and 3 benches in preparation for capital project.
26. L.A. Nickell Golf Course - Continued clubhouse work request renovations and removed driving range light poles.

B. ARC Maintenance

1. Performed general repair of building fixtures, bathrooms and locker rooms. (100 hrs.)
2. Performed preventive maintenance/repairs and filled chemicals in aquatics. (19 hrs.)
3. Performed outdoor maintenance, power-washed front entrance and ran leaf blower. (2 hrs.)
4. Washed pool screens, back flush leisure pool and lubed pump motors. (17 hrs.)
5. Removed and dusted supply and return vents cardio, fitness, bathrooms, gym hallways and meeting rooms. (3 hrs.)
6. Dusted lights gym hallway, cardio, fire sprinkler heads, men's and family locker rooms. (5 hrs.)
7. Changed light bulbs, ballasts and ceiling tile around building. (27 hrs.)
8. Repaired cardio and various fitness equipment. (41 hrs.)
9. Washed walls in concessions, Raindrop and Typhoon Rooms, men's concession bathroom, game room and gray pool doors with stain and mark remover. (8 hrs.)
10. Monitored and adjusted HVAC computer. (8 hrs.)
11. Maintenance checks on pool robot vac with Aqua Product rep. (3 hrs.)
12. Monitored RTU #1, 2, and 3 on roof. (1 hr.)
13. Removed snow on drives, lots, and sidewalks at various park locations. (26 hrs.)
14. Diagnosed, monitored and replaced 2 leaking leisure pool boiler stainless steel discharge vibration dampers. (6 hrs.)
15. Replaced therapy pool transfer station gasket. (2 hrs.)
16. Replaced 5 catwalk lights above leisure pool. (4 hrs.)
17. Replaced broken lights above gym. (2 hrs.)
18. Repaired drywall and painted ceiling by glass wall along track. (12 hrs.)
19. Met Rottler Pest Control to spray pool pump room for termites and install monitoring stations along outside of gym. (7 hrs.)
20. Painted gray door frames. (2 hrs.)
21. Vacuumed sand from leisure pool. (4 hrs.)
22. Repaired parking lot lights. (6 hrs.)

III. FLEET OPERATIONS

- A. 15 vehicles serviced and 13 vehicles repaired.
- B. 1 piece of equipment serviced and 6 pieces of equipment repaired.
- C. 7 service calls performed.
- D. 9 tires repaired.
- E. 18 pieces of small power equipment repaired/serviced.

- F. 1 time - vehicles checked for trips.
- G. 1 freight shipment unloaded.
- H. 2 mowers repaired - winter service.
- I. 1 mower serviced, 100-hrs.interval.
- J. 30 blades sharpened. (3 hrs.)
- K. Other Services Performed:
 - 1. Replaced filters on PMC pumps.
 - 2. Prepared truck/trailer for Holiday Parade.
 - 3. Arranged bus/van transportation for EOY meeting.
 - 4. Prepared wheel loader for snow removal use.

IV. GOLF AND SPORTS TURF MANAGEMENT

- A. Lake of the Woods Golf Course
 - 1. Completed maintenance on fairway unit #3137, including rebuilding roller, replacing bedknives, replacing roller scrapers, and changing oil. (12 hrs.)
 - 2. Completed engine tune up on machine #3097, including new battery installation. (2 hrs.)
 - 3. Installed new headlights on machine #3187.
 - 4. Completed maintenance on machine #3132, including oil change and cutting units maintenance. (3 hrs.)
 - 5. Replaced window frames and garage door frames on maintenance facility due to water damage. (5 hrs.)
 - 6. Removed two dead trees next to maintenance building. (6 hrs.)
 - 7. Removed and winterized lake aerator. (2 hrs.)
 - 8. Removed soil from #11 creek to expand water flow. (7 hrs.)
 - 9. Continued to remove brush and trim trees. (20 hrs.)
 - 10. Cleaned shop and removed a large amount of old supplies. (10 hrs.)
- B. Sports Turf Management
 - 1. Removed old tile from ladies restroom at LA Nickell. (40 hrs.)
 - 2. Rebuilt 3 soccer "Rules and Regulations" signs. (48 hrs.)
 - 3. Aerified Atkins infields and covered mounds. (20 hrs.)
 - 4. Replaced worn areas around pitching rubber at Atkins with new sod. (8 hrs.)
 - 5. Completed necessary snow removal. (20 hrs.)
 - 6. Cleaned and detailed 6 ft. mower and two utility vehicles. (12 hrs.)
 - 7. Repaired one set of bleachers from Antimi Sports Complex. (10 hrs.)
- C. L.A. Nickell Golf Course
 - 1. Completed all necessary leaf removal and cleanup. (10 hrs.)
 - 2. Edged cart paths around clubhouse. (2 hrs.)
 - 3. Completed the demolition and reconstruction of maintenance shop bathroom. (65 hrs.)
 - 4. Set up new irrigation computer and completed troubleshooting. (10 hrs.)
 - 5. Prepped snow plow and completed snow removal. (10 hrs.)
 - 6. Completed course setup for daily play. (15 hrs.)
 - 7. Completed winter service work on Toro 6700 fairway unit. (50 hrs.)
 - 8. Completed shop cleanup. (6 hrs.)

V. CONSTRUCTION

- A. Stephens Lake Park – Amphitheater
 - 1. Installed electrical control and distribution panels.
 - 2. Backfilled foundation walls and constructed access ramp to interior foundation space.
 - 3. Started delivery, spreading, compacting and testing of fill rock.
 - 4. Pre-fabricated concrete storm water inlet box.
 - 5. Replaced nine 2' x 6' form panels on steel frames.
 - 6. Tested with flexible form material for the construction of decorative concrete edging.
- B. PMC – Office Renovation/Repair
 - 1. Installed new fixed and operable window units.
 - 2. Installed gypsum boards, applied drywall compound and painted.
 - 3. Constructed upper level framing and installed R38 insulation batts.
 - 4. Connected 35' of return air duct tubing to intake vent at upper level of foyer.
- C. MLK/Battle Gardens
 - 1. Replaced all 7 wood benches with new recycled-material Memorial/Heritage benches (2 with zinc plaques).
- D. Other Park Projects
 - 1. Rock Quarry Park – Installed second goal post and prepared for next section of concrete basketball court installation. Installed Park Sales Tax sign.
 - 2. MKT Trail – Framed and set 2 bridge construction/detour signs.
 - 3. PMC – Fabricated 2 picnic tables. Installed paper towel dispenser in greenhouse.
 - 4. L.A. Nickell Golf Course – Assisted with the removal of ceramic floor tile in the women's restroom.

VI. NATURAL RESOURCES

- A. Horticulture
 - 1. Planting and Construction
 - a. Planted 24 shrubs and assisted with tree planting at Atkins Park. (32 hrs.)
 - b. Started construction of the Smiley Lane rain garden. (48 hrs.)
 - 2. Maintenance
 - a. Removed leaves in landscape beds. (24 hrs.)
 - b. Added rock to Stephens Island. (92 hrs.)
 - c. Removed snow and ice on various park sidewalks and hard-surface trails. (40 hrs.)
 - d. Mulched various landscape beds. (8 hrs.)
 - e. Pruned and cut back shrubs at the Maplewood Home. (8 hrs.)
 - f. Cut back ornamental grasses. (114 hrs.)
 - 3. Greenhouse
 - a. Delivered 60 poinsettias to various city offices. (8 hrs.)
 - b. Installed additional herbicide and pesticide cabinets and updated inventory. (28 hrs.)

- c. Conducted greenhouse inventory for growing season. (32 hrs.)
 - 4. Special Projects
 - a. Completed 21 rain garden designs for the Providence and Green Meadows Bikeway. (10 hrs.)
 - b. Completed a design for Providence and Green Meadows intersection. (4 hrs.)
- B. Forestry
 - 1. Planting and Watering
 - a. Smiley Park - Planted 13 trees. (86 hrs.)
 - b. Cascades Park - Planted 8 trees. (30 hrs.)
 - c. Eastport Park - Planted 9 trees. (49 hrs.)
 - d. Atkins Park - Planted 6 trees. (28 hrs.)
 - e. Stephens Lake Park - Planted 3 trees. (14 hrs.)
 - 2. Park Maintenance
 - a. Brown Station Park - Removed 51 small trees in the development area. (112 hrs.)
 - b. Tools - Maintained and cleaned chainsaws, vehicles, and equipment. (12 hrs.)
 - c. Performed snow removal at various parks and trailheads. (48 hrs.)
 - 3. Trail Maintenance
 - a. MKT Trail – Cleaned tunnels. (4 hrs.)
 - 4. Memorial/Heritage Tree Program
 - a. Planted 2 trees; made and set posts. (12 hrs.)

VII. PARK RANGER

- A. Meetings
 - 1. Parks and Recreational "all staff" at Riechmann Pavilion
- B. Training
- C. Accident
- D. Criminal/Incident Investigations
 - 1. Responded to Albert-Oakland Park to assist citizen/no report.
 - 2. (2) Responded to Bear Creek Trail/Northland for hunters/first - unable to locate/second - warning for weapons on city property.
 - 3. Responded to Bear Creek Creasy for shots fired/unfounded.
 - 4. Responded to Cosmo-Bethel Park to recover bike/CPD evidence.
 - 5. (2) Responded to Cosmo Park - 911 check/unfounded.
 - 6. Responded to Fairview Park/recovered stolen items/returned to owner.
 - 7. Responded to Forum Nature Area for check subject/gone on arrival.
 - 8. Responded to Gentry Building for 911 call/user error.
 - 9. Responded to Kiwanis Park for check subject/gone on arrival.
 - 10. Responded to MKT Trail bridge #12 for 911 checks/moving phone lines.
 - 11. Responded to Rock Quarry Park for alarm/user error.
 - 12. Responded to Worley Street Park for disturbance/no report.
- E. Special Assignments
 - 1. Demonstrators at ARC and around Cosmo-Bethel Park.

- F. Violations
1. Animal Complaints (9)
 - a. (1) Warning for dog off leash in Albert-Oakland Park.
 - b. (1) 30-day suspension for dog off leash in Albert-Oakland Park.
 - c. (5) Warnings for dogs off leash in Stephens Lake Park.
 - d. (2) Warnings for dog off leash in undesignated area of Twin Lakes.
 2. Beach/Pools
 3. Camping/Sleeping (2)
 - a. (1) Warning in Cosmo Park.
 - b. (1) Warning in Stephens Lake Park.
 4. Climbing (2)
 - a. (2) Warnings in Cosmo-Bethel Park.
 5. Disfigure/Removal (1)
 - a. (1) Warning in Cosmo Park.
 6. Fireworks/Airplanes
 7. Helmets (8)
 - a. (8) Warnings in Skate Park in Cosmo Park.
 8. Hunting/Fishing (3)
 - a. (1) Warning for possession of bow and arrows on city property without a permit.
(1) Citation for possession of bow and arrows without a permit in Gans Creek Recreational Area.
 - b. (1) Warning for not wearing orange during firearms season in Gans Creek Recreational Area.
 9. Intoxication
 10. Littering/Dumping
 11. Metal Detectors
 12. Other Park Violations (3)
 - a. (2) Warnings for pickup game on fields in Cosmo Park.
(1) Warning for no tail or brake lights in Stephens Lake Park.
 13. Parking (7)
 - a. (2) Citations at the ARC.
(1) Warning in Cosmo Park.
(4) Warnings in Stephens Lake Park.
 14. Trespassing
 15. Vehicles off roadway
 16. Vending/Advertising
 17. Warrant

Note: Park Ranger responded to 30% of requests for police response to park locations.

WEEKS	1st Week	2nd Week	3rd Week	4th Week	5th Week	6th Week	TOTAL
TOTAL MILES DRIVEN	251	418	271	335	216	0	1491
<i>Hours</i>							
PATROL	18.5	26	23.5	23	14	0	105
FOOT PATROL	8	7	8	4	6	0	33
BIKE PATROL	0	0	0	0	0	0	0
CRIMINAL INVEST	1	0	0	0	0	0	1
INCIDENT INVEST	0.5	2.5	2.5	3	4	0	12.5
OFFICE DUTY	2	0	0	0	0	0	2
LEAVE	0	0	0	8	8	0	16
SPECIAL ASSIGNMT	0	2	0	0	0	0	2
MEETINGS	0	1.5	6	2	0	0	9.5
TRAINING	0	0	0	0	0	0	0
TOTALS	30	39	40	40	32	0	181

VIOLATIONS	WARNINGS	ARRESTS
ANIMAL COMPLAINTS	9	0
BEACH/POOLS	0	0
CAMPING/SLEEPING	2	0
CLIMBING	2	0
DISFIGURE/RREMOVAL	1	0
FIREWORKS/AIRPLAINES	0	0
HELMETS	8	0
HUNTING/FISHING	2	1
INTOXICATION	0	0
LITTERING/DUMBING	0	0
METAL DETECTORS	0	0
OTHER PARK VIOLATION	3	0
PARKING	5	2
TRESPASSING	0	0
VEHICLES OFF ROADWAY	0	0
VENDING/ADVERSTISING	0	0
WARRANT	0	0
TOTALS	32	3

SERVICES	TOTALS
ASSIST OTH ACY	1
BROCHURES / MAPS	0
BUILDING CHECKS	242
FIRST AID	0
LOCATE MSNG PSN	0
MAINTENANCE	4
MOTORISTS ASSIST	2
PARK INFO/DIRECTIONS	28
RECOVERED PROPERTY	3
WILDLIFE	0
TOTALS	280