

# Recreation Services Monthly Report

September 2008

PROGRAM TITLE	GAMES/CLASSES SESSIONS	PARTICIPATION PRIOR YEAR		PARTICIPATION CURRENT YEAR	
		SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
<b>TOTAL RECREATION SERVICES</b>		85,342	908,628	84,487	860,734
<b>ADMINISTRATION</b>					
<b>YOUTH ENRICHMENT SCHOLARSHIPS (YES)</b>					
YES Applicants Approved		5	346	9	492
YES Applications Approved		3	131	7	169
YES Assistance Amount Given		\$ 150.00	\$ 29,187.63	\$ 256.50	\$ 40,089.13
<b>TOTAL APPLICANTS FOR SCHOLARSHIPS</b>		5	346	9	492
<b>ADULT FINANCIAL ASSISTANCE (AFA)</b>					
AFA Applicants Approved		6	10	0	106
AFA Applications Approved		6	95	0	104
AFA Assistance Amount Given		\$ 300.00	\$ 6,253.50	\$0.00	\$ 5,922.50
<b>TOTAL APPLICANTS FOR SCHOLARSHIPS</b>		6	10	0	106
YES & AFA scholarship funds were exhausted by the middle of August. An additional \$5,500 was transferred from Share the Light in August.					
<b>DIVISION EVENT</b>					
Halloween Haunting		0	3,655	0	2,997
Theme Park Ticket Sales		22	742	17	670
<b>TOTAL DIVISION EVENTS</b>	0	22	4,397	17	3,667
<b>SPORTS PROGRAMMING</b>					
<b>YOUTH SPORTS</b>					
Diamond Council: Participants		0	25,168	0	16,600
Youth Basketball: Participants		0	7,100	0	8,361
Youth Football: Participants	38	1,352	2,272	1,748	2,852
Youth Soccer: Participants	226	4,872	18,696	5,424	16,392
Youth Tennis: Participants		0	0	0	0
Active Kids Club: Participants	14	150	3,385	210	3,034
Other Sports: Triathlon		0	771	0	443
<b>TOTAL YOUTH SPORTS</b>	278	6,374	57,392	7,382	47,682
<b>WOMEN'S SPORTS</b>					
Women's Volleyball: Participants		0	612	0	0
Women's Softball: Participants		156	2,522	0	1,218
Women's Basketball: Participants		0	0	0	0
Women's Soccer: Participants	10	336	1,008	240	864
Other Women's Sports		0	0	0	0
<b>TOTAL WOMEN'S SPORTS</b>	10	492	4,142	240	2,082
<b>MEN'S SPORTS</b>					

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Men's Volleyball: Participants		0	0	0	0
Men's Softball: Participants	199	5,148	34,216	5,174	27,040
Men's Basketball: Participants		0	2,480	0	2,401
Men's Baseball: Participants		0	0	0	0
Other Men's Sports		0	0	0	0
<b>TOTAL MEN'S SPORTS</b>	<b>199</b>	<b>5,148</b>	<b>36,696</b>	<b>5,174</b>	<b>29,441</b>
<b>CO-REC SPORTS</b>					
Co-Rec Noon Club	3	323	4,367	12	1,296
Co-Rec Volleyball: Participants	55	660	4,980	715	5,203
Co-Rec Softball: Participants	158	3,666	24,336	4,108	24,752
Co-Rec Tennis: Participants		0	0	0	0
Co-Rec Kickball Participants		462	774	0	208
Other Co-Rec Sports:		0	0	0	0
<b>TOTAL CO-REC SPORTS</b>	<b>216</b>	<b>5,111</b>	<b>34,457</b>	<b>4,835</b>	<b>31,459</b>
<b>FACILITY USAGE</b>					
Private Tournament Rentals		n/a	n/a	4	37
Fields Used:					
Antimi		n/a	n/a	7	164
Rainbow		n/a	n/a	8	187
Legion		n/a	n/a	2	6
Oakland		n/a	n/a	0	12
Atkins		n/a	n/a	0	0
Schools		n/a	n/a	0	12
Soccer		n/a	n/a	0	154
Gym		n/a	n/a	0	9
Total Number of Fields Used		n/a	n/a	17	537
<b>TOTAL SPORTS PROGRAMMING</b>	<b>703</b>	<b>17,125</b>	<b>132,687</b>	<b>17,631</b>	<b>110,664</b>
Additional uses not included in participation totals: Conference Room 7, Gymnasium 2. Volunteer hours 0.					
Facility Usage records started in October 2007.					
In FY08, Diamond Council only played 78% of their game schedule due to the wet weather. This amounted approximately \$11,000 difference in revenues.					
<b>COMMUNITY RECREATION / DOUGLASS</b>					
<b>COMMUNITY RECREATION PROGRAMS</b>					
Classes	86	0	0	1,002	11,847
After-School Program	76	0	0	1,584	11,417
Groups	14	0	0	76	4,360
Camps	0	0	0	0	1,808
Special Events	0	0	0	0	359
<b>TOTAL COMMUNITY RECREATION PROGRAMS *</b>	<b>176</b>	<b>2,887</b>	<b>27,659</b>	<b>2,302</b>	<b>29,791</b>
<b>DOUGLASS GYM PROGRAMS</b>					
Classes	3	0	0	215	15,272
Special Events	0	0	0	0	61

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<b>DOUGLASS PARK PROGRAMS</b>					
Sports	0	0	0	0	3511
Special Events	0	0	0	0	3,174
<b>TOTAL DOUGLASS AREA *</b>	0	2,150	36,247	215	22,018
<b>TOTAL COMMUNITY RECREATION / DOUGLASS</b>					
	176	5,037	63,906	2,517	51,809
Additional uses not included in participation totals: Show-Me Your Recovery - 4, Fredrick Douglass Coalition - 1. Numbers are lower this year due to two events held last August (Black & White Ball and National Night Out).					
*Due to re-structuring of Community Recreation sections last year's total numbers are correct, it is too difficult to get exact numbers in each category as each area has been divided more appropriately starting this fiscal year.					
<b>AQUATICS</b>					
<b>COLUMBIA SWIM CLUB</b>		1,900	21,286	1,368	16,347
<b>HICKMAN POOL</b>					
Hickman Kayaking		0	0	0	0
Hickman Exercise		68	579	85	654
Hickman Instructional Swim		120	6,830	266	5,277
Hickman Summer Swim Team		0	390	0	448
Hickman Private Rental		122	979	22	1,080
Hickman Special Groups		0	341	0	736
<b>TOTAL HICKMAN POOL</b>		310	9,119	373	8,195
<b>DOUGLASS AQUATIC CENTER</b>					
Douglass Recreational Swim		0	3,492	0	5,177
Douglass Day Care		0	0	0	0
Douglass Private Rental		0	144	0	142
Douglass Special Programs		0	0	0	307
Douglass Special Groups		0	0	0	0
Douglass P&R Camp Adventure		0	0	0	0
Douglass Fun City		0	0	0	0
<b>TOTAL DOUGLASS AQUATIC CTR</b>		0	3,636	0	5,626
<b>ALBERT-OAKLAND FAMILY AQUATIC CENTER</b>					
Albert-Oakland Recreational Swim		877	29,939	610	27,015
Albert-Oakland Day Care		0	0	0	0
Albert-Oakland Exercise		0	164	0	233
Albert-Oakland Private Rental		12	1,142	0	715
Albert-Oakland Special Programs		0	0	97	1,002
Albert-Oakland Instructional Swim		0	0	0	0
Albert-Oakland P&R Camp Adventure		0	0	0	0
<b>TOTAL ALBERT OAKLAND FAMILY AQUATIC CTR</b>		889	31,245	707	28,965
<b>LAKE OF THE WOODS POOL</b>					
Lake of the Woods Recreational Swim		0	3,406	0	3,485

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Lake of the Woods Day Care		0	0	0	0	
Lake of the Woods Exercise		0	41	0	55	
Lake of the Woods Special Programs		0	0	0	9	
Lake of the Woods Private Rental		0	55	0	67	
Lake of the Woods Birthday Party		0	0	0	0	
Lake of the Woods Water Exercise		0	0	0	0	
<b>TOTAL LAKE OF THE WOODS</b>		0	3,502	0	3,616	
<b>PIRATES' LANDING</b>						
Pirates' Landing Recreational Swim		0	18,421	0	15,027	
Pirates' Landing Day Care		0	0	0	0	
Pirates' Landing Private Rental		0	178	0	508	
Pirates' Landing Boating		0	0	0	0	
Pirates' Landing Birthday Parties		0	0	0	0	
Pirates' Landing Special Programs		0	0	0	0	
<b>TOTAL PIRATES' LANDING</b>		0	18,599	0	15,535	
<b>TOTAL OAKLAND CONCESSION</b>			\$971.30	\$28,439.00	\$561.55	\$28,543.89
<b>TOTAL DOUGLASS CONCESSIONS</b>			\$0.00	\$1,587.85	\$0.00	\$3,179.00
<b>TOTAL LOW CONCESSIONS</b>			\$0.00	\$ 1,774.90	\$0.00	\$ 2,120.75
<b>TOTAL PIRATES' LANDING CONCESSIONS</b>			\$0.00	\$ 6,208.26	\$0.00	\$ 6,112.20
<b>TOTAL AQUATICS</b>			3,099	87,387	2,448	78,284
<p>Pooch Plunge event was held on September 2 at Albert-Oakland Pool. There were 71 dogs pre-registered and 26 dogs at the door. This event was a big success. This month all outdoor facilities were closed down and facility walk thru's for 2009 work requests have been issued for each facility. The 2008 summer season was a record setting year for rainfall and was not conducive to swimming.</p>						
<b>GOLF, CONCESSIONS</b>						
<b>NICKELL GOLF</b>						
Nickell Golf Tournament	0	0	192	0	92	
Nickell Total Dollar Amount	26.5	\$ 62,184	\$ 583,752	\$ 51,281	\$ 535,032	
Nickell Pass Rounds	26.5	1,678	18,988	1,678	14,571	
Nickell Weekday Green Fee Rounds	18.5	1,010	8,865	884	8,059	
Nickell Weekend Green Fee Rounds	8	789	4,795	505	4,900	
Nickell Total Rounds	26.5	3,477	32,648	3,067	27,530	
Nickell Golf Lessons	0	0	776	0	555	
Nickell Driving Range	26.5	581	4,367	491	4,110	
Nickell Carts 9 Hole	26.5	595	6,084	512	5,088	
Nickell Carts 18 Hole	26.5	1,217	7,603	908	7,196	
<b>TOTAL NICKELL GOLF</b>		5,870	51,670	4,978	44,571	

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<b>LAKE OF THE WOODS GOLF</b>					
Lake of the Woods Tournament	0	0	394	0	230
LOW Total Dollar Amount	27	\$ 70,635	\$ 672,686	\$ 53,037	\$ 590,855
LOW Pass Rounds	27	2,120	19,151	1,600	14,379
LOW Weekday Green Fee Rounds	19	989	8,922	851	7,909
LOW Weekend Green Fee Rounds	8	807	5,138	511	4,628
LOW Total Rounds	27	3,916	33,211	2,962	26,916
LOW Carts 9 Hole	27	641	4,776	476	4,274
LOW Carts 18 Hole	27	1,312	9,870	955	8,002
<b>TOTAL LAKE OF THE WOODS GOLF</b>		5,869	48,251	4,393	39,422
<b>TOTAL RAINBOW CONCESSIONS</b>	19	\$11,607	\$97,718	\$9,765	\$124,131
<b>TOTAL GOLF AND CONCESSIONS</b>		11,739	99,921	9,371	83,993
The 2007-2008 golf season was substantially impacted by the extremely wet conditions experienced most of the year including the spring/fall season.					
<b>SENIOR/PAQUIN/LIFE ENRICHMENT PROGRAMS</b>					
<b>SENIOR PROGRAMS</b>					
Social Events	101	1,117	13,520	911	11,795
Crafts	8	62	690	55	638
Music & Bands	15	288	4,791	449	4,652
Oak Tours Trips / Social	26	1,519	14,191	1,204	14,618
<b>TOTAL OAK</b>	150	2,986	33,192	2,619	31,703
<b>PAQUIN</b>					
Paquin Crafts / Ceramics	24	279	3,768	350	4,542
Paquin Music / Bands	0	26	632	0	430
Paquin Social Activities	140	1,763	21,097	2,009	20,865
Paquin Educational	74	963	12,598	1,220	11,765
<b>TOTAL PAQUIN</b>	238	3,031	38,095	3,579	37,602
<b>LIFE ENRICHMENT</b>					
Life Enrichment Special Programs / Events	54	2,379	14,538	2,283	14,727
Life Enrichment Educational Classes	103	1,462	16,315	1,335	15,361
<b>TOTAL LIFE ENRICHMENT</b>	157	3,841	30,853	3,618	30,088
<b>SPECIAL PROGRAMS</b>					
Preschool / Intergenerational	2	132	1,435	56	1,550
Teen / Family	4	4,025	10,050	3,713	9,247
Special Events	5	12,062	42,258	15,043	44,742
Classes	7	1	99	59	375
<b>TOTAL SPECIAL PROGRAMS</b>	18	16,220	53,842	18,871	55,914

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<b>TOTAL SENIOR/PAQUIN/LIFE ENRICHMENT</b>	563	26,078	155,982	28,687	155,307
<p>*Ceramic programs have been moved to Paquin as of mid-January 2008. The program efforts in this area were moved to Stephens Lake Activity Center from the Parkade Center in April 2008.</p>					
<b>ADAPTIVE RECREATION</b>					
Adapted Sports	8	328	2,839	363	3,345
Adapted Recreation	1	109	1,176	63	1,385
<b>TOTAL ADAPTIVE</b>	9	437	4,015	426	4,730
<p>Team work between staff and volunteers kept bowling practices running smoothly. Columbia Parks and Recreation was represented by 83 athletes at the Central Area Bowling tournament in Fulton. At volleyball practices, Coordinator Whitney Benakis, Coaches Allan Moore and Nicole LaHolt have athletes improving skills and game understanding. The team spirit and fun of practicing is evident. The monthly dance had 63 individuals displaying their dance moves.</p>					
<b>CARE</b>					
Trainee Participation					
# Hours Worked, not incl. Gallery Hours		258	22,932	274	27,008
CARE Gallery *		83	6,751	94	3,262
Hickman Options		17	1,063	42	3,601
Education Hours		0	800	0	927
Tutoring Hours		28	612	40	746
<b>TOTAL CARE</b>	0	386	32,158	450	35,544
		Same Month	Prior YTD	This Month	This YTD
# of Applications Received		9	363	10	440
# of Trainees Invited to Participate		7	239	4	233
# of Trainees Attended Orientation		7	202	4	232
# of Trainees Who Quit Before First Day of Work		0	0	0	10
# of Terminations		0	19	1	17
# of Trainees that Quit		0	19	0	10
# of Participants Who Completed the Summer Program		0	175	0	175
# of Trainees Completed School Year Program, earned GED, hired by employer, etc.		0	9	0	23
<p>The CARE Gallery moved to the location at Orr Street Studios in June. In September, the entire CARE operation moved to this facility.</p>					
<b>w</b>					
<b>Visits</b>					
Members/Daily Admissions		21,143	320,097	22,611	327,220
Special Admission/Coupons		37	851	26	1,162
<b>TOTAL VISITS:</b>		21,180	320,948	22,637	328,382

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<b>Members:</b>					
Adult Annual		8	133	15	124
Adult Monthly		51	1,127	40	1,183
Adult Multi Pass		64	930	58	875
Family Annual		41	851	57	797
Family Monthly		231	5,034	180	5,227
Sr. Annual		14	206	15	236
Sr. Annual Monthly		3	208	9	241
Sr. Couple		22	508	30	558
Sr. Couple Monthly		12	420	4	436
Sr. Multi Pass		24	312	29	368
Youth Annual		1	11	2	10
Youth Monthly		5	73	2	67
Youth Multi Pass		9	224	12	193
<b>Total Members:</b>		<b>485</b>	<b>10,037</b>	<b>453</b>	<b>10,315</b>
<b>Memberships:</b>		247	5,296	258	5,435
In September, the ARC averaged 755 persons per day.					
There were 42 outside rentals, 2 city rentals and 23 Parks and Recreation room rentals, 1 Lock-in.					
<b>GENERAL RECREATION CLASSES</b>					
Day Camp		0	3,239	15	3,674
Basketball Camp		0	0	0	315
Teen Adventure		0	0	0	0
Outdoor Instruction		67	347	44	145
Recreation Classes		0	488	0	110
Bus/Van Reservations		37	570	32	492
Other Programs - Little Gyms		77	1,493	110	2,003
<b>TOTAL GENERAL RECREATION CLASSES</b>		<b>181</b>	<b>6,137</b>	<b>201</b>	<b>6,739</b>
<b>WEBTRAC - On-Line Program Registration</b>					
<b>Total Web Users</b>		47	734	93	1,017
One-Time Users		37	558	72	747
Repeat Users		10	176	21	270
# of Sessions		102	1,402	179	2,226
Total Completed Transactions		22	348	42	440
Total \$ Registrations		\$1,857.50	\$ 18,683.50	\$2,639.00	\$38,493.40
Total % of on-line \$ registrations		23.00%	12.5% avg	37.00%	13.32% avg
<b>Total WebTrac Registrations</b>					
Sessions between 12:00am-6:00am:		4			
Sessions between 6:00am-12:00pm:		48			
Sessions between 12:00pm-6:00pm:		82			
Sessions between 6:00pm-12:00am:		45			
Average timed session per user:		15:38			
There was \$708.00 in online league registrations and \$1,931.00 in activity registrations.					

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On-line league registration has more than doubled online registrations for FY08.					

**COLUMBIA PARKS & RECREATION DEPARTMENT**  
**Park Services Division**  
**Monthly Report**  
**September 2008**

**I. ADMINISTRATION**

- A. Interested Parties Meeting - Rock Quarry Park planning meeting was held on September 25 at Rock Quarry Park.
- B. Atkins Ballfields
  - 1. Contractor (Wilcoxson Excavating) began the last of the seeding/strawing work.
  - 2. Contractor (Frech Paving) began asphaltting the parking lot.
- C. Cosmo Park - Contractor (GBH Builders) has substantially completed both restrooms, with the exception of the final punch list.
- D. Cosmo-Bethel Park
  - 1. Restroom - Contractor (GBH Builders) has substantially completed the new restroom, with the exception of the final punch list.
  - 2. New Four Tennis Courts - Contractor (Christenson Construction) has completed the construction of the four new courts.
  - 3. Original Eight Tennis Courts - Contractor (Christenson Construction) re-surfaced cracked and peeling paint areas.
- E. PMC - Contractor (Richardson Excavation) completed the grading and rock work for the parking lot expansion.
- F. Garth Nature Area - Contractor (Richardson Excavation) completed the grading and base rock work for the 20-car parking lot expansion.
- G. Stephens Lake Park - Contractor (Richardson Excavation) continued boulder work on the waterfall (about 80% completed).
- H. Smiley-Vanderveen Park - Contractor (Richardson Excavation) graded the property to facilitate mowing.
- I. Park Facility Roof Replacement - Contractor (Watkins Roofing) completed 9 more roof replacements due to hail damage on the following facilities:
  - 1. L. A. Nickell Golf Course - Clubhouse, clubhouse pavilion, and pesticide storage shed.
  - 2. Cosmo Park - Soccer concession and Dexheimer, Rapp, and Garrison Shelters.
  - 3. Parks Management Center - Mowing crew pole barn and ballfield crew pole barn.

**II. MAINTENANCE**

- A. Facilities and Grounds
  - 1. Performed park clean-up and sanitation. (554 hrs.)
  - 2. Performed playground repairs, re-mulch, and inspections. (216 hrs.)
  - 3. Performed maintenance on park lighting systems. (32 hrs.)
  - 4. Performed general park maintenance on miscellaneous items. (40 hrs.)
  - 5. Performed aquatic repairs and inspections. (192 hrs.)
  - 6. Painted various park shelters and restrooms. (64 hrs.)
  - 7. Continued refurbishing park signs and trash barrels. (32 hrs.)
  - 8. Performed HVAC repairs and inspections. (48 hrs.)
  - 9. Removed graffiti. (8 hrs.)

10. Performed maintenance on Rainbow/Antimi scoreboards and field lights. (118 hrs.)
11. Performed Hickman baseball drainage repairs. (80 hrs.)
12. Repaired Stephens Lake deep well. (16 hrs.)
13. Performed flood damage repairs. (40 hrs.)
14. Prepared Douglass pump room for refurbishment. ( 20 hrs.)
15. Repaired MKT Bridge #11. (6 hrs.)
16. Provided support for the Joe Biden Town Hall meeting. (28 hrs.)
17. Provided support for Heritage Festival. (84 hrs.)
18. Installed Knox boxes at both golf courses. (8 hrs.)
19. Secured Gans Creek Recreation Area with gates and locks and supervised contract mowing for Philips Park. (24 hrs.)
20. Installed gate at Nifong. (16 hrs.)
21. Repaired PMC garage door. (10 hrs.)
22. Installed railing at Parkade Park. (16 hrs.)
23. Cleaned and repaired tables at Rock Quarry and PMC. (16 hrs.)

B. ARC

1. Performed general repair of building fixtures, bathrooms and locker rooms. (115 hrs.)
2. Performed preventive maintenance/repairs and filled chemicals in aquatics. (4 hrs.)
3. Performed outdoor maintenance, power-washed front entrance (two times), and ran leaf blower. (7 hrs.)
4. Performed maintenance in gym. Repaired/replaced closet door closer. (5 hrs.) Sent two old closers back for warranty (realize \$500 savings).
5. Performed preventive maintenance and repair of Pool Pak, changed ten blower belts. (5 hrs.)
6. Washed pool screens and lubed pump motors. (6 hrs.)
7. Painted door jams in family, men's, and women's locker rooms. (10 hrs.)
8. Removed and dusted supply and return vents - Cardio, Fitness, upstairs/downstairs bathrooms, gym hallways, and meeting rooms. (13 hrs.)
9. Dusted lights - gym hallway, cardio, men's and family locker rooms. (3 hrs.)
10. Replaced screw and spring nuts, removed rust, and painted (13) grey pool benches. (8 hrs.)

*(Note: One of the two FTE maintenance staff has been on medical leave since July 2008.)*

**III. FLEET OPERATIONS**

- A. 9 vehicles serviced and 10 vehicles repaired.
- B. 3 pieces of equipment serviced and 11 pieces of equipment repaired.
- C. 21 service calls performed.
- D. 15 tires repaired.
- E. 25 pieces of small power equipment repaired/serviced.
- F. 3 times - vehicles checked for trips.
- G. 3 freight shipments unloaded.
- H. 13 mowers repaired.

- I. 8 mowers serviced, 100-hrs. interval.
- J. 40 times - mower PM maintenance performed.
- K. 226 blades sharpened. (19 hrs.)
- L. 11 golf cars repaired.
- M. 2 times - PMC carts prepped for service.
- N. Other Services Performed:
  - 1. Made 12 keys for park gates.
  - 2. Accepted delivery of new seeder, utility vehicle, and mini-excavator. (FY08 Supplemental)
  - 3. Disposed of 20 tires found in parks.
  - 4. Hauled 5 golf cars between both courses for tournament use.
  - 5. Made trip to State Surplus for purchase of goods for Emergency Services and used utility vehicle for Parks and Rec use.
  - 6. Hauled pallet of sandbags downtown for City Hall flood prevention.
  - 7. Arranged for multi-pass cart rental (4 ea) for property tour of Gans Creek Recreation Area during Parks Supervisory meeting.

#### **IV. GOLF AND SPORTS TURF MANAGEMENT**

- A. Lake of the Woods Golf Course
  - 1. Mowed all tees and fairways. (75 hrs.)
  - 2. Mowed all greens. (42 hrs.)
  - 3. Mowed all roughs. (230 hrs.)
  - 4. Mowed all areas with walk mower. (32 hrs.)
  - 5. Cleaned up storm debris and limbs. (16 hrs.)
  - 6. Removed water from bunkers. (9 hrs.)
  - 7. Overseeded all greens with A-4 seed. (8 hrs.)
  - 8. Cleared areas on #2 treeline. (12 hrs.)
  - 9. Installed Zoysia sod #9 fairway. (16 hrs.)
  - 10. Completed topdressing of all greens. (24 hrs.)
  - 11. Moved sand into bunkers. (3 hrs.)
  - 12. Completed seeding on all roughs. (10 hrs.)
  - 13. Performed equipment maintenance. (14 hrs.)
  - 14. Applied Emerald fungicide with fertilizers to all greens. (4 hrs.)
  - 15. Applied Daconil fungicide with fertilizers to all greens. (3 hrs.)
  - 16. Fertilized all greens with 18-0-18 fertilizer. (4 hrs.)
  - 17. Applied Gypsum during aerification to greens. (3 hrs.)
- B. Sports Turf Management
  - 1. Mowed all outfields and trimmed each complex. (180 hrs.)
  - 2. Completed all weedeating on fields. (16 hrs.)
  - 3. Completed warning track work. (8 hrs.)
  - 4. Completed all field preparations, including dragging and chalking. (275 hrs.)
  - 5. Edged all foul lines. (15 hrs.)
  - 6. Applied Roundup around backstops and warning tracks. (8 hrs.)
  - 7. Chalked all foul lines. (16 hrs.)
  - 8. Completed all tournament preparations for Hickman softball. (8 hrs.)
  - 9. Cleaned all walkways and dugouts. (10 hrs.)
  - 10. Mowed all soccer fields. (208 hrs.)

11. Worked on Hickman field renovations (removed infield skin in preparation for new sod, removed sod along first base to fix high spot preventing drainage, and re-graded area). (16 hrs.)
  12. Applied Bayleton fungicide for dollar spot control on Soccer fields 1-6. (4 hrs.)
  13. Repaired nets and goals. (10 hrs.)
  14. Seeded all fields. (16 hrs.)
  15. Removed infield lips at Rainbow Softball Center. (4 hrs.)
- C. L.A. Nickell Golf Course
1. Aerated all tees. (8 hrs.)
  2. Seeded all tees. (4 hrs.)
  3. Sprayed all greens with Heritage fungicide. (4 hrs.)
  4. Serviced equipment. (10 hrs.)
  5. Aerated all greens. (6 hrs.)
  6. Topdressed greens. (4 hrs.)
  7. Cleaned up creek on #10. (42 hrs.)
  8. Shaped and sodded tees #4 and #11. (24 hrs.)
  9. Mowed all greens, tees, fairways, and roughs. (310 hrs.)
  10. Completed all daily course preparations. (50 hrs.)
  11. Completed all weedeating and trimming. (20 hrs.)

## V. CONSTRUCTION

- A. Cosmo-Bethel Park
1. Fabricated and installed 100 wood soffit frames.
  2. Installed 2"x 4" soffit and ceiling nailers.
  3. Installed all metal roofing panels and ridge caps.
  4. Installed 3,500 square feet of ceiling/soffit boards.
  5. Completed rough-in electrical work, including conduit, receptacles, light fixture pull boxes, and breaker panel.
  6. Completed installation of water lines, check valves, concrete pads, and 2 water fountains.
  7. Made concrete walk connections from shelter slab to existing walks.
  8. Installed large concrete pad for 2 permanent and any temporary BBQ grills.
- B. PMC – Greenhouse
1. Fabricated and installed steel roof trusses.
  2. Installed roof and wall anchor bars.
  3. Installed framing and single entry door.
  4. Installed end wall frames, vent louvers, exhaust fans and roll-up service door.
- C. Other Park Projects
1. Atkins Ball Fields - Constructed a concrete entry pad at the electrical building.
  2. PMC - Installed additional electrical receptacles at fabrication shop.
  3. CCRA - Pulled wire, set meter bases and electrical service connection for 2 new restroom buildings.

## VI. NATURAL RESOURCES

### A. Horticulture

1. Planting and Construction
  - a. Cosmo-Bethel Park - Grading/seeded/strawed and removed silt fence at restroom construction area. (32 hrs.)
  - b. Stephens Lake Park
    - i. Waterfall - Guided boulder placement; cut and placed liners. (80 hrs.)
    - ii. Spraygrounds - Extended 3-rail fence along shoreline to sand beach (80 feet); spread decorative rock from fence to water. (32 hrs.)
  - c. Atkins Park - Seeded/strawed. (16 hrs.)
  - d. Auburn Hills Park - Graded/seeded; placed straw/erosion material along playground sidewalk. (38 hrs.)
  - e. Planted the following: Flat Branch Phase II - 386 perennials and 28 shrubs, Louisville rain gardens - 69 grasses/shrubs, and Riechmann rain garden - 13 perennials and 13 shrubs. (32 hrs.)
2. Maintenance
  - a. Edged landscape turf at the ARC, MLK, and Flat Branch I and II. (32 hrs.)
  - b. Mowed and trimmed landscape turf areas. (120 hrs.)
  - c. Continued bed cleanup - hand-weeded, pruned, sprayed herbicides, mulched landscape beds, and cut back perennials. (240 hrs.)
  - d. Removed invasive aquatic vegetation at Stephens Lake and Louisville pond. (24 hrs.)
  - e. Gans Creek Recreation Area - Brush-hogged access trails. (12 hrs.)
  - f. Began pulling annual flowers and preparing beds for winter. (40 hrs.)
3. Park Mowing Crew - Mowed and trimmed parks. (646 hrs.)
4. C.A.R.P Volunteer Project - Removed trash and invasive vegetation from stream at Flat Branch I and II. (Staff - 16 hrs; 18 vol - 72 hrs.)

### B. Forestry

1. Park Maintenance
  - a. Tools - Maintained and cleaned chainsaws, vehicles, and equipment. (8 hrs.)
  - b. Rock Bridge Park - Removed branches on shelter. (8 hrs.)
  - c. Douglass Park - Pruned trees. (4 hrs.)
  - d. Albert-Oakland Park - Pruned and weed-whipped around trees. (56 hrs.)
  - e. Nifong Park - Removed 2 dead trees and pruned. (61.5 hrs.)
2. Trail Maintenance
  - a. MKT Trail - Cleaned out tunnels; rebuilt storm-damaged bridge approaches and trail. (90 hrs.)
  - b. Bear Creek Trail - Rebuilt storm-damaged trail. (164 hrs.)
  - c. Forum Nature Area - Mowed and string- whipped along trail. (15 hrs.)

- d. Hinkson Creek Trail - Rebuilt from storm damage, mowed, and string- whipped, and removed fallen trees. (116 hrs.)
- e. Auburn Hills - Cleaned up mud from storm and put down more 3" rock. (12 hrs.)
- f. Indian Hills Park - Box-bladed and rocked storm-damaged trail. (16 hrs.)
- g. Stephens Lake Park - Removed storm-damaged limbs. (16 hrs.)
- 4. Downtown - Pulled small grate back and filled with rock. (18 hrs.)
- 5. Nursery - Mowed and trimmed. (16 hrs.)
- 6. Treekeepers Project
  - a. Westwinds Park - Planted 24 trees and re-rocked the trail. (80 vol. hrs.)
  - b. Auburn Hills Park - Planted 64 three-gallon trees along trail. (20 vol. hrs.)

## **VII. PARK RANGER**

### **A. Meetings**

- 1. Child fatality review board at Rainbow House
- 2. Supervisory at Crane Property

### **B. Training**

### **C. Accident**

### **D. Criminal/Incident Investigations**

- 1. Responded to American Legion Park for water fountain leaking.
- 2. Responded to the Armory for disturbance/unfounded.
- 3. Responded to ARC for check subjects/gone on arrival.
- 4. Responded to Bear Creek/Creasy Springs for larceny from motor vehicle.
- 5. Responded to Bear Creek/Garth.
  - a. Check subject sleeping under bridge (see F-8-d).
  - b. Animal abuse/unfounded.
  - c. Check subject/gone on arrival.
  - d. Larceny from motor vehicle/warrant request on suspect.
  - e. Vandalism to motor vehicle/warrant request on suspect.
- 6. Responded to Cosmo Park.
  - a. 911 check.
  - b. Conflicts at Nickell Shelter/resolved.
  - c. Intoxicated subject at soccer concession (see F-6-a, 11-c).
- 7. Responded to Douglass Park for assault/unfounded/disorderly conduct.
- 8. Responded to Fairview Park for vandalism to port-a-pot/no report.
- 9. Responded to Flat Branch Park.
  - a. Subject sleeping under bridge (see F-8-1).
  - b. Drugs/subject arrested prior to my arrival (see F-11-a).
  - c. (2) 911 check/false.
- 10. Responded to Indian Hills Park for larceny/owner did not want report.
- 11. Responded to L.A. Nickell Golf Course for 911 check/unfounded.
- 12. Responded to Longview Park for vandalism/no report.
- 13. Responded to MKT Scott for subject locked himself in restroom/EDP/mother picked him up.

14. Responded to Albert-Oakland Park to assist Water & Light with ballfield lights.
15. Responded to Oakwood Hills Park for check subjects/unfounded.
16. Responded to Paquin Park for abandoned bikes/located owners.
17. Responded to Rothwell Park for check subjects/no problems.
18. Responded to Seven Oaks to assist University Police with stolen ATV.
19. Responded to Scott/MKT.
  - a. (2) 911 checks/false.
  - b. C&I motor scooter on trail/gone on arrival.
20. Responded to Stephens Park.
  - a. Exhibitionist in Stephens Lake Park/unable to locate.
  - b. (2) 911 check.
  - c. Man down/intoxicated.
  - d. Individual sleeping (see F-8-o).
  - e. Check subject/gone on arrival.
  - f. Alarm at Riechmann/user error.
  - g. Turn on electric at Gordon Shelter in Stephens Lake Park.
21. Responded to Twin Lakes Park.
  - a. Shut down back parking lot/too slick from mud.
  - b. Larceny from motor vehicle/warrant request on suspect.
22. Responded to Valleyview Park for balloon landing/was walked out of park.

E. Special Assignments

1. Foot patrol during election official visit at ARC.

F. Violations

1. Animal Complaints (9)
  - a. (4) Warnings for dog off leash in Cosmo Park.
  - b. (3) Warnings for dogs inside of Antimi in Cosmo Park
  - c. (1) Warning for dogs inside of Rainbow in Cosmo Park
  - d. (1) Warning for dog off leash in Albert-Oakland Park
2. Beach/Pools (5)
  - a. (3) Warnings for being in beach after hours in Stephens Lake Park.
  - b. (2) Ejected out of beach area for swimming outside of area in Stephens Lake Park.
3. Drug Laws
4. Fireworks
5. Juveniles (4)
  - a. (4) Warnings for disobeying Skate Park rules in Cosmo Park.
6. Liquor Laws (1)
  - a. (1) Warning for intoxication in Cosmo Park.
7. Littering
8. Park Violations (39)
  - a. (1) Warning for grill in grass in Again St. Park.
  - b. (1) Warning for individual sleeping at the ARC.
  - c. (1) Warning soliciting election sells at ARC.
  - d. (1) Warning for camping in Bear Creek Trail/Garth.
  - e. (1) Warning for camping in Cosmo-Bethel Park.
  - f. (10) Warnings for groups playing on soccer and football fields in Cosmo Park.

- g. (14) Warnings in Skate Park after hours in Cosmo Park.
- h. (2) Warnings for go carts in Cosmo Park.
- i. (1) Warning for sleeping in Cosmo Park.
- j. (2) Warnings for bike in Skate Park in Cosmo Park.
- k. (1) Warning for grill in grass in Cosmo Park
- l. (1) Warning for sleeping in Flat Branch Park.
- m. (1) Warning for no insurance for bounce house/took it down in Albert-Oakland Park
- n. (1) Warning for remote-controlled airplane in Stephens Lake Park.
- o. (1) Warning for sleeping in Stephens Lake Park.
- 9. Parking Violations (60)
  - a. (2) Warnings in Again St. Park.
  - b. (15) Warnings in Cosmo Park.
  - c. (22) Citations in Cosmo Park.
  - d. (1) Warning in Grindstone Nature Area.
  - e. (3) Warnings in Nifong Park.
  - f. (2) Warnings in Albert-Oakland Park.
  - g. (2) Citations in Albert-Oakland Park.
  - h. (4) Warnings in Stephens Lake Park.
  - i. (8) Citations in Stephens Lake Park.
  - j. (1) Warning in Twin Lakes Recreation Area.
- 10. Traffic (9)
  - a. (2) Warnings for driving wrong direction in Cosmo Park.
  - b. (1) Warning for driving without a permit in Cosmo Park.
  - c. (1) Citation for operating a motor vehicle off roadway in Cosmo Park.
  - d. (1) Citation for failure to stop at stop sign in Cosmo Park.
  - e. (2) Warnings for C&I driving in Cosmo Park.
  - f. (1) Warning for expired license plate in Grindstone Nature Area.
  - g. (1) Citation for operating motor vehicle off roadway causing property damage in Twin Lakes Recreation Area.
- 11. Trespass (4)
  - a. (1) Issued to subject smoking marijuana in Flat Branch Park.
  - b. (2) Issued for C&I driving in Cosmo Park/burning rubber and speeding.
  - c. (1) Issued in Cosmo Park for constant complaints of language and intoxication.
- 12. Vandalism
- 13. Warrant
- 14. Weapons (1)
  - a. (1) Arrest for possessing bow and arrows without City Permit in Grindstone Nature Area.
- 15. Wildlife

*Note: Park Ranger responded to 39% of all September police response requests to park locations.*

<b>WEEKS</b>	<b>1st Week</b>	<b>2nd Week</b>	<b>3rd Week</b>	<b>4th Week</b>	<b>5th Week</b>	<b>6th Week</b>	<b>TOTAL</b>
TOTAL MILES DRIVEN	284	355	387	407	66	0	1499
<i>Hours</i>							
REG. PATROL	19	29	20	25	3.5	0	96.5
FOOT PATROL	7	11	14	5.5	0	0	37.5
BIKE PATROL	0	0	0	2.5	0	0	2.5
CRIMINAL INVEST	0	1	0	2.5	8	0	11.5
ACCIDENT INVEST	0	0	0	0	0	0	0
INCIDENT INVEST	4	3	4	5.5	0	0	16.5
OFFICE DUTY	2	2.5	3	3.5	1	0	12
LEAVE	8	0	2	0	0	0	10
SPECIAL ASSIGNMT	0	6	1	0	0	0	7
MEETINGS	0	1	0	4.5	0	0	5.5
TRAINING	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>40</b>	<b>53.5</b>	<b>44</b>	<b>49</b>	<b>12.5</b>	<b>0</b>	<b>199</b>

<b>VIOLATIONS</b>	<b>WARNINGS</b>	<b>ARRESTS</b>
ANIMAL COMPLAINTS	9	0
BEACH/POOLS	5	0
DRUG LAWS	0	0
FIREWORKS	0	0
JUVENILES	4	0
LIQUOR LAW	1	0
LITTERING	0	0
PARK VIOLATIONS	39	0
PARKING VIOLATIONS	28	32
TRAFFIC	6	3
TRESPASS	4	0
VANDALISM	0	0
WARRANT	0	0
WEAPONS	0	1
WILDLIFE	0	0
<b>TOTALS</b>	<b>96</b>	<b>36</b>

<b>SERVICES</b>	<b>TOTALS</b>
ASSIST OTH ACY	0
ASSIST PARK USER	3
BROCHURES / MAPS	1
BUILDING CHECKS	213
DIRECTING TRAFFIC	0
FIRST AID	0
LOCATE MSNG PSN	0
MAINTENANCE	20
MOTORISTS ASSIST	2
PARK INFO/DIRECTIONS	92
RECOVERED PROPERTY	1
VISITOR COMPLAINT	0
<b>TOTALS</b>	<b>332</b>