

# Recreation Services Monthly Report

January 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>		54,143	203,063	55,724	203,538
<b>ADMINISTRATION</b>					
<b>YOUTH ENRICHMENT SCHOLARSHIPS (YES)</b>					
YES Applicants Approved		46	104	76	155
YES Applications Approved		16	40	19	44
YES Assistance Amount Given		\$ 3,629.50	\$ 9,342.00	\$ 6,024.00	\$ 13,343.00
<b>TOTAL APPLICANTS FOR SCHOLARSHIPS</b>		46	104	76	155
<b>ADULT FINANCIAL ASSISTANCE (AFA)</b>					
AFA Applicants Approved		11	26	12	34
AFA Applications Approved		10	25	11	32
AFA Assistance Amount Given		\$ 581.25	\$ 1,935.00	\$ 893.75	\$ 2,056.25
<b>TOTAL APPLICANTS FOR SCHOLARSHIPS</b>		11	26	12	34
<b>DIVISION EVENT</b>					
Halloween Haunting		0	3,655	0	2,997
Theme Park Ticket Sales		0	26	0	17
<b>TOTAL DIVISION EVENTS</b>	0	0	3,681	0	3,014
<b>SPORTS PROGRAMMING</b>					
<b>YOUTH SPORTS</b>					
Diamond Council: Participants		0	0	0	0
Youth Basketball: Participants	132	2,600	2,600	2,640	2,640
Youth Football: Participants		0	920	0	1,104
Youth Soccer: Participants		0	2,184	0	2,352
Youth Tennis: Participants		0	0	0	0
Active Kids Club: Participants	12	330	1,430	240	1,140
Other Sports: Adventure Club Training	1	70	301	50	269
<b>TOTAL YOUTH SPORTS</b>	145	3,000	7,435	2,930	7,505
<b>WOMEN'S SPORTS</b>					
Women's Volleyball: Participants		0	228	0	0
Women's Softball: Participants		0	0	0	52
Women's Basketball: Participants		0	0	0	0
Women's Soccer: Participants		0	192	0	144
Other Women's Sports		0	0	0	0
<b>TOTAL WOMEN'S SPORTS</b>	0	0	420	0	196
<b>MEN'S SPORTS</b>					
Men's Volleyball: Participants		0	0	0	0

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Men's Softball: Participants		0	598	0	416
Men's Basketball: Participants	52	880	2,040	1,040	2,300
Men's Baseball: Participants		0	0	0	0
Other Men's Sports		0	0	0	0
<b>TOTAL MEN'S SPORTS</b>	<b>52</b>	<b>880</b>	<b>2,638</b>	<b>1,040</b>	<b>2,716</b>
<b>CO-REC SPORTS</b>					
Co-Rec Noon Club	21	378	1,435	252	1,182
Co-Rec Volleyball: Participants	40	456	1,992	480	2,148
Co-Rec Softball: Participants		0	858	0	442
Co-Rec Tennis: Participants		0	0	0	0
Co-Rec Kickball Participants		0	312	0	208
Other Co-Rec Sports:		0	0	0	0
<b>TOTAL CO-REC SPORTS</b>	<b>61</b>	<b>834</b>	<b>4,597</b>	<b>732</b>	<b>3,980</b>
<b>FACILITY USAGE</b>					
Private Tournament Rentals		n/a	n/a	0	2
Fields Used:					
Antimi		n/a	n/a	0	0
Rainbow		n/a	n/a	0	16
Legion		n/a	n/a	0	0
Oakland		n/a	n/a	0	0
Atkins		n/a	n/a	0	0
Schools		n/a	n/a	0	0
Soccer		n/a	n/a	0	0
Total Number of Fields Used		n/a	n/a	0	16
<b>TOTAL SPORTS PROGRAMMING</b>	<b>258</b>	<b>4,714</b>	<b>15,090</b>	<b>4,702</b>	<b>14,397</b>
Additional uses not included in participation totals: Conference Room 11, Gymnasium 15. Volunteer hours 0.					
Facility Usage records started in October 2007.					
<b>COMMUNITY RECREATION / DOUGLASS</b>					
<b>COMMUNITY RECREATION PROGRAMS</b>					
Classes	83	0	0	1,088	3,889
After-School Program	78	0	0	1,175	4,182
Groups	11	0	0	100	838
Camps	0	0	0	0	0
Special Events	0	0	0	0	4
<b>TOTAL COMMUNITY RECREATION PROGRAMS</b>	<b>172</b>	<b>2,253</b>	<b>9,246</b>	<b>2,363</b>	<b>8,913</b>
<b>DOUGLASS GYM PROGRAMS</b>					
Classes	22	0	0	2,046	8,959
Special Events	0	0	0	0	43
<b>DOUGLASS PARK PROGRAMS</b>					

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Sports	0	0	0	0	0
Special Events	0	0	0	0	11
<b>TOTAL DOUGLASS AREA</b>	0	1,671	8,138	2,046	9,013
<b>TOTAL COMMUNITY RECREATION / DOUGLASS</b>	172	3,924	17,384	4,409	17,926
Additional uses not included in participation totals: Show-Me Your Recovery - 4, Frederick Douglass Coalition-2, MLK Commission-1, Douglass Athletic Association-1, Blind Boone Board-1.					
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>		2,000	8,436	1,568	6,993
<b>HICKMAN POOL</b>					
Hickman Kayaking		0	0	0	0
Hickman Exercise		95	262	94	339
Hickman Instructional Swim		223	702	0	107
Hickman Summer Swim Team		0	0	0	0
Hickman Private Rental		105	221	106	241
Hickman Special Groups		52	52	0	0
<b>TOTAL HICKMAN POOL</b>		475	1,237	200	687
<b>DOUGLASS AQUATIC CENTER</b>					
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
<b>TOTAL DOUGLASS AQUATIC CTR</b>		0	0	0	0
<b>OAKLAND FAMILY AQUATIC CENTER</b>					
Oakland Recreational Swim		0	0	0	0
Oakland Day Care		0	0	0	0
Oakland Exercise		0	0	0	0
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
<b>TOTAL OAKLAND FAMILY AQUATIC CENTER</b>		0	0	0	0
<b>LAKE OF THE WOODS POOL</b>					
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

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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
<b>TOTAL LAKE OF THE WOODS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PIRATES' LANDING</b>					
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
<b>TOTAL PIRATES' LANDING</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL OAKLAND CONCESSION</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL DOUGLASS CONCESSIONS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL LOW CONCESSIONS</b>		<b>N/A</b>	<b>N/A</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL PIRATES' LANDING CONCESSIONS</b>		<b>N/A</b>	<b>N/A</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL AQUATICS</b>		<b>2,475</b>	<b>9,673</b>	<b>1,768</b>	<b>7,680</b>
Letters were sent out to 2007 summer staff for 2008 summer employment. Job descriptions were updated and job fliers were posted. Laura attended the International Aquatic Safety School. She networked with peers from all over the world and came back with lots of creative ideas.					
<b>GOLF, CONCESSIONS</b>					
<b>NICKELL GOLF</b>					
Nickell Golf Tournament	0	0	0	0	0
Nickell Total Dollar Amount	12	\$ 11,635	\$ 75,014	\$ 8,187	\$ 59,000
Nickell Pass Rounds	12	494	4,977	272	3,302
Nickell Weekday Green Fee Rounds	8	56	1,248	35	965
Nickell Weekend Green Fee Rounds	4	19	559	65	619
Nickell Total Rounds	12	569	6,784	372	4,886
Nickell Golf Lessons	0	0	0	0	0
Nickell Driving Range	0	0	325	0	551
Nickell Carts 9 Hole	12	38	831	45	701
Nickell Carts 18 Hole	12	28	956	37	871
<b>TOTAL NICKELL GOLF</b>		<b>635</b>	<b>8,896</b>	<b>454</b>	<b>7,009</b>
<b>LAKE OF THE WOODS GOLF</b>					
Lake of the Woods Tournament	0	0	0	0	0
LOW Total Dollar Amount	12	\$ 8,375	\$ 75,938	\$ 9,758	\$ 68,279
LOW Pass Rounds	12	452	4,379	400	3,332
LOW Weekday Green Fee Rounds	8	44	1,001	32	1,139

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LOW Weekend Green Fee Rounds	4	20	594	69	631
LOW Total Rounds	12	516	5,974	501	5,102
LOW Carts 9 Hole	12	15	483	30	615
LOW Carts 18 Hole	12	28	1,141	54	1,062
<b>TOTAL LAKE OF THE WOODS GOLF</b>		559	7,598	585	6,779
<b>TOTAL RAINBOW CONCESSIONS</b>	0	\$0	\$6,641	\$0	\$9,511
<b>TOTAL GOLF AND CONCESSIONS</b>		1,194	16,494	1,039	13,788
Cold!					
<b>SENIOR/PAQUIN/LIFE ENRICHMENT PROGRAMS</b>					
<b>SENIOR PROGRAMS</b>					
Social Events	94	535	4,104	802	4,240
Crafts	2	44	235	26	192
Day Ceramics	0	278	1,004	0	619
Music & Bands	11	245	1,532	119	1,493
Oak Tours Trips / Social	22	874	4,784	1,126	5,826
<b>TOTAL OAK</b>	129	1,976	11,659	2,073	12,370
<b>PAQUIN</b>					
Paquin Crafts / Ceramics	26	291	1,414	457	1,390
Paquin Music / Bands	3	20	163	19	124
Paquin Social Activities	108	1,460	5,896	1,504	6,582
Paquin Educational	74	1,093	4,361	875	3,673
<b>TOTAL PAQUIN</b>	211	2,864	11,834	2,855	11,769
<b>LIFE ENRICHMENT</b>					
Life Enrichment Special Programs / Events	13	705	3,021	621	2,974
Life Enrichment Educational Classes	57	1,114	4,978	742	4,951
<b>TOTAL LIFE ENRICHMENT</b>	70	1,819	7,999	1,363	7,925
<b>SPECIAL PROGRAMS</b>					
Ceramics	5	49	318	59	249
Preschool / Intergenerational	1	0	352	42	345
Teen / Family	0	0	0	0	5
Special Events	0	0	1,585	0	2,120
Classes	0	0	0	0	44
<b>TOTAL SPECIAL PROGRAMS</b>	6	49	2,255	101	2,763
<b>TOTAL SENIOR/PAQUIN/LIFE ENRICHMENT</b>	416	6,708	33,747	6,392	34,827

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<p>During the month of January, the staff at Parkade Center moved to 2311 E. Walnut. This space will be called the Stephens Lake Activity Center. During December and January, the ceramic program from Parkade was combined with the Paquin ceramic program and all the supplies and staff were moved to Paquin. The entire transition has been very smooth. Thanks to the Park Management maintenance crew and others who assisted with the move. It is anticipated that it will be a very good location for the public to enjoy the programs that will be offered.</p>					
<b>ADAPTIVE RECREATION</b>					
Adapted Sports	6	130	908	215	660
Adapted Recreation	1	69	393	77	534
<b>TOTAL ADAPTIVE</b>	<b>7</b>	<b>199</b>	<b>1,301</b>	<b>292</b>	<b>1,194</b>
<p>All nine of the teams participated in the Central Area Basketball tournament. Athletes played hard and displayed exemplary sportsmanship. The athletes received 1 gold, 2 silvers and 3 bronze. The monthly dance was a blast for the 77 individuals in attendance.</p>					
<b>CARE</b>					
Trainee Participation					
# Hours Worked, not incl. Gallery Hours		180	467	223	671
CARE Gallery *		121	395	100	397
Hickman Options		105	298	475	1,352
Education Hours		0	12	0	0
Tutoring Hours		107	234	114	302
<b>TOTAL CARE</b>	<b>0</b>	<b>513</b>	<b>1,406</b>	<b>912</b>	<b>2,721</b>
		Same Month	Prior YTD	This Month	This YTD
# of Applications Received		88	100	184	213
# of Trainees Invited to Participate		2	14	2	22
# of Trainees Attended Orientation		2	21	21	22
# of Trainees Who Quit Before First Day of Work		0	0	0	1
# of Terminations		0	0	3	6
# of Trainees that Quit		0	1	1	2
# of Participants Who Completed the Summer Program		0	0	0	0
# of Trainees Completed School Year Program, earned GED, hired by employer, etc.		0	15	3	3
<b>ACTIVITY &amp; RECREATION CENTER</b>					
<b>Visits</b>					
Members/Daily Admissions		33,882	102,683	35,627	106,180
Special Admission/Coupons		74	273	91	368
<b>TOTAL VISITS:</b>		<b>33,956</b>	<b>102,956</b>	<b>35,718</b>	<b>106,548</b>
<b>Members:</b>					
Adult Annual		32	54	16	48
Adult Monthly		162	482	178	527
Adult Multi Pass		134	327	131	399

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PARTICIPATION  
PRIOR YEAR

PARTICIPATION  
CURRENT YEAR

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		SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
Family Annual		155	363	123	328
Family Monthly		628	2,098	648	2,216
Sr. Annual		43	102	38	102
Sr. Annual Monthly		21	76	21	107
Sr. Couple		162	248	146	268
Sr. Couple Monthly		58	178	48	214
Sr. Multi Pass		29	101	46	160
Youth Annual		1	4	0	6
Youth Monthly		7	20	9	27
Youth Multi Pass		23	74	23	88
<b>Total Members:</b>		<b>1,455</b>	<b>4,127</b>	<b>1,427</b>	<b>4,490</b>
<b>Memberships:</b>		<b>769</b>	<b>2,158</b>	<b>737</b>	<b>2,370</b>

In January, the ARC averaged 1,152 patrons per day.

There were 16 outside rentals, 4 city rentals and 16 Parks & Recreation room rentals. Tutoring held 4 sessions in January.

<b>GENERAL RECREATION CLASSES</b>					
Day Camp		0	194	25	190
Basketball Camp		0	0	0	0
Teen Adventure		0	0	0	0
Outdoor Instruction		0	58	0	75
Recreation Classes		0	0	0	48
Bus/Van Reservations		41	162	21	140
Other Programs - Little Gymmers		241	562	282	576
<b>TOTAL GENERAL RECREATION CLASSES</b>		<b>282</b>	<b>976</b>	<b>328</b>	<b>1,029</b>

<b>WEBTRAC - On-Line Program Registration</b>					
<b>Total Web Users</b>		121	225	76	225
New Users		93	174	55	177
Repeat Users		28	51	21	48
# of Sessions		216	420	160	487
Total Completed Transactions		69	121	37	103
Total \$ Registrations		\$2,567.00	\$ 6,396.00	\$3,897.60	\$7,009.50
Total % of on-line \$ registrations		18.00%	13.75%	18.00%	9.36%
<b>Total WebTrac Registrations</b>					

Sessions between 12:00am-6:00am:	2
Sessions between 6:00am-12:00pm:	50
Sessions between 12:00pm-6:00pm:	69
Sessions between 6:00pm-12:00am:	39
Average timed session per user:	58 sec

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

**I. ADMINISTRATION**

- A. Harris Shelter, Cosmo Park - Contractor (Rhad Baker) completed the painting of the shelter.
- B. Cosmo-Bethel Park - Replacement Shelter - Contractor (Loftis Company) completed the demolition of the three shelters.
- C. Pre-fab Restrooms - Contractor (Sellenriek) began trenching and boring for electrical service at Forum. Electrical service at Fairview completed. Easement acquired for water/sewer line at LOW.
- D. Regional Park Planning
  - 1. Focus group meeting for Columbia Youth Football League and open time slots for the public were held on January 14 at the ARC.
  - 2. Focus group meeting for Friends of Rock Bridge State Park was held January 29 at the Parks Management Center.

**II. MAINTENANCE**

- A. Facilities and Grounds
  - 1. Performed park clean-up and sanitation. (114 hrs.)
  - 2. Performed playground repairs and inspections. (96 hrs.)
  - 3. Performed maintenance on park lighting systems. (8 hrs.)
  - 4. Performed general park maintenance on miscellaneous items. (20 hrs.)
  - 5. Continued replacement of fence fabric on RSC purple field.
  - 6. Performed First Night post-event maintenance. (56 hrs.)
  - 7. Began relocation of Parkade Center programs to new Stephens Lake Activity Center (SLAC) and renovation of building for department use. (390 hrs.)
  - 8. Repaired Parkade Center after move. (50 hrs.)
  - 9. Continued refurbishing park signs and park trash barrels.
- B. ARC *(note: hours reflect vacancy of ARC Maint Spec position)*
  - 1. Performed preventative maintenance, repair, and adjustments of cardiovascular equipment. (66 hrs.)
  - 2. Performed general repair of building fixtures. (24 hrs.)
  - 3. Performed maintenance and care of Water Zone. (56 hrs.)
  - 4. Performed maintenance of building mechanical systems. (20 hrs.)
  - 5. Performed set up and take down of meeting rooms. (2 hrs.)
  - 6. Performed maintenance of the building exterior. (8 hrs.)
  - 7. Touched up wall and fixture paint. (8 hrs.)
  - 8. Cleaned and performed repairs in gymnasium. (8 hrs.)
  - 9. Removed snow and ice. (24 hrs.)

### **III. FLEET OPERATIONS**

- A. 16 vehicles serviced and 19 vehicles repaired.
- B. 7 pieces of equipment serviced and 11 pieces of equipment repaired.
- C. 10 service calls performed.
- D. 7 tires repaired.
- E. 10 pieces of small power equipment repaired.
- F. 2 times - vehicles checked for trips.
- G. 3 freight shipments unloaded.
- H. 1 mower repaired.
- I. 3 mowers serviced, 100-hrs. interval.
- J. 5 times - mower PM maintenance performed-winter service.
- K. 22 blades sharpened. (2 hrs.)
- L. Other Services Performed:
  - 1. Hauled 2 golf carts to LAN from LOW.
  - 2. Trapped 2 raccoons at Nifong barn.

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

- A. Lake of the Woods Golf Course
  - 1. Cleaned up and removed fallen limbs and debris. (6 hrs.)
  - 2. Picked up and removed trash from around the course. (2 hrs.)
  - 3. Painted course accessories. (14 hrs.)
  - 4. Hauled equipment to and from PMC Fleet. (4 hrs.)
  - 5. Prepared course for opening. (3 hrs.)
  - 6. #3085 - Replaced bearings and seals and installed new tires. (2 hrs.)
  - 7. #3020 - Re-assembled cutting units to frames, installed new brakes, replaced (1) reel motor, lapped cutting units and adjusted cutting height. (8 hrs.)
  - 8. #3038 - Changed oil, replaced filter, lubed, replaced brake spring and adjusted throttle. (4 hrs.)
  - 9. #3002 - Replaced hydraulic cylinder. (2 hrs.)
  - 10. #3132 - Installed reconditioned mower units; adjusted and repacked lift arms. (4 hrs.)
  - 11. #3038 - Cleaned and re-charged battery, removed rake unit, and serviced all hydraulics. (3 hrs.)
  - 12. #3085 - Repaired parking brake and throttle cable. (2 hrs.)
  - 13. #3137 - Changed hydraulic and oil filters, re-filled reservoirs. (2 hrs.)
  - 14. Replaced heater unit motor and fan on pump station. (2 hrs.)
- B. L.A. Nickell Golf Course
  - 1. Trimmed trees and removed brush. (80 hrs.)
  - 2. Removed paint from trash cans, ball washers, and repainted. (15 hrs.)
  - 3. #3083 - Replaced bedknives, bearings, and seals in mowing units. (30 hrs.)
  - 4. Prepped course for opening. (3 hrs.)
  - 5. Shuttled golf cars to and from PMC Fleet. (2 hrs.)
  - 6. Replaced bed knives on greens mower. (6hrs.)
  - 7. Replaced bearings and seals in greens mower units. (2 hrs.)

8. Repaired roller on fairway mower. (1 hr.)
9. Installed windshield and roof on fairway mower. (2 hrs.)
10. Installed roller scrapers on fairway mowing units. (2 hrs.)
11. Installed new lock and hasp on pesticide storage shed. (1 hr.)
12. Serviced chainsaws. (4 hrs.)

C. Sports Turf Management

1. Prepared and built concrete base pgs for inventory and Atkins. (32 hrs.)
2. Assisted with moving Recreation Services form Parkade to Stephens. (32 hrs.)
3. Cleared and removed brush from pump house area. (16 hrs.)
4. Continued rebuilding player benches. (120 hrs.)
5. Shuttled golf carts from Fleet to LAN. (16 hrs.)
6. Cleaned up warning tracks at Antimi and Rainbow. (16 hrs.)
7. Began annual maintenance program for all sports turf areas. (8 hrs.)
8. Reorganized equipment storage area. (3 hrs.)

V. CONSTRUCTION

A. Parks Management Center Office Construction

1. Completed ADA restroom, including installation of all fixtures, floor tile, ceiling tile, FRP wall units, light fixture, and exhaust fan.
2. Installed gypsum board on all walls, applied drywall compound, and sanded.
3. Painted the southwest corner office; installed ceiling tile, light fixtures, sill board, and a new window.
4. Installed HVAC system and furnace; completed duct work and furnace room.
5. Set AC compressor and installed all necessary electrical wiring and copper lines.
6. Installed all electrical wire, receptacles, switches, and IS cable runs.
7. Completed ceiling/wall insulation and upper level decking.
8. Installed two window units in northwest office.
9. Installed two fixed glass unit windows for interior offices.

B. Stephens Lake Park

1. Completed installation of pump house metal roofing.
2. Applied block filler on interior walls.
3. Installed sump pump in circulation pit.
4. Removed construction equipment, materials, and silt fence in preparation for the Polar Bear Plunge event.

VI. NATURAL RESOURCES

A. Horticulture

1. Planting and Construction
  - a. Installed 450' of two-rail fence at ARC farmer's market lot. (112 hrs.)
  - b. Installed stone edging along steps at Stewart/MKT to reduce debris from spilling onto trail. (16 hrs.)

- c. Completed soil hauling, final grading, and seeding of new berms for Rainbow tie wall replacement project. (32 hrs.)
- d. Cleaned/set up temporary seed germination room for 2008 annual bedding plant production inside wood shop router room. (32 hrs.)
- e. Removed boulder debris; seeded and strawed east side of Riechmann parking lot. (24 hrs.)
- 2. Maintenance
  - a. Performed seasonal bed cleanup - cut back ornamental grasses/leaf and cleaned up litter; mulched landscape beds. (288 hrs.)
  - b. Conducted honeysuckle removal project along stream banks of MLK garden and parking lot. (56 hrs.)
- B. Forestry
  - 1. Planting and Watering
    - a. Again Park - Planted 10 trees for stream bank stabilization. (72 hrs.)
    - b. CCRA - Planted 8 trees along parking lot of Harris Shelter. (65 hrs.)
  - 2. Maintenance
    - a. Tools - Maintained and cleaned chainsaws, vehicles, and equipment. (8 hrs.)
    - b. LOW - Removed ash trees. (48 hrs.)
    - c. MKT Trail - Removed ice from tunnels, fixed holes in front of several bridges, and put down 3/8" surface rock between bridge #11 and # 13. (190 hrs.)
    - c. Cosmo Park - Removed snow and ice from hard surface trail and sidewalks. (42 hrs.)
    - d. Stephens Lake Park - Removed snow and ice from around shelters. (24 hrs.)
    - e. Bear Creek Trail - Removed snow and ice from the underpasses. (8 hrs.)
  - 3. Memorial/Heritage Tree Program - Planted 5 trees in various parks. (42 hrs.)
  - 4. Downtown
    - a. Replaced broken grates and added rock to tree boxes. (24 hrs.)
    - b. Wrapped trees in preparation for winter storms. (24 hrs.)

## **VII. PARK RANGER**

- A. Meetings
  - 1. Supervisory at PMC
  - 2. Supervisory at ARC
- B. Training
  - 1. CPR/AED at Daniel Boone Building
  - 2. Police Legal Science
  - 3. Firearms at Green Valley

C. Accident

D. Criminal/Incident Investigations

1. Responded to Armory for a trespass subject/gone on arrival.
2. Responded to Cosmo Park for recovery of stolen McDonalds items/returned to McDonalds.
3. Responded to Cosmo-Bethel Park for subjects on ice/ice was 5 inch thick.
4. Responded to Creasy Springs Bear Creek Trail for shots fired/unfounded.
5. Responded to Flat Branch Park for 911 check/false.
6. Responded to Garth Nature Area for subjects on ice (see F-8-g).
7. Responded to Grindstone Park for animal traps/no action taken.
8. Responded to LA Nickell Golf Course for 911 check/reported accident.
9. Responded to MKT Trail for disturbance/unfounded.
10. Responded to Nifong Park for door kicked in at Pop Collins Cabin.
11. Responded to Oakland Park for leaving the scene/vehicle drove through ball field fence.
12. Responded to Parkade Park for subjects dog fighting/gone on arrival.
13. Responded to Stephens Park.
  - a. Water line broke at Happy Hollow Shelter water fountain.
  - b. (2) Alarm at Riechmann Pavilion/door opened.
  - c. Male subject riding a horse (see F-8-i).
  - d. Larceny from vehicle/report taken.
  - e. Subject skate boarding on lake (see F-8-j).
  - f. Subject skating on lake/gone on arrival.
  - g. Soccer ball on lake/could not retrieve (too far out).
  - h. 911 check at sled hill/false.

E. Special Assignments

1. Ride along with CPD officer.

F. Violations

1. Animal Complaints (27)
  - a. (11) Warning for dog off leash in Cosmo Park.
  - b. (1) Warning for dog off leash in Cosmo-Bethel Park.
  - c. (6) Warnings for dog off leash in Forum Nature Area.
  - d. (1) Warning for dog off leash in Oakland Park.
  - e. (3) Warnings for dogs off leash in Stephens Lake Park.
  - f. (3) Warnings for dog off leash in undesignated area of Twin Lakes Recreation Area.
  - g. (2) Warnings for dogs in playground in Twin Lakes Recreation Area.
2. Beach/ Pools
3. Drug Laws
4. Fireworks
5. Juveniles (23)
  - a. (2) Warnings for motor scooter in Cosmo-Bethel Park.
  - b. (21) Warnings for disobeying Skate Park rules in Cosmo Park.
6. Littering (1)
  - a. (1) Warning for Cosmo Park.

7. Liquor Laws
8. Park Violations (15)
  - a. (1) Warning for advertising in Capen Park on trees.
  - b. (3) Warnings for groups playing on soccer and football fields in Cosmo Park.
  - c. (2) Warnings for bike in Skate Park in Cosmo Park.
  - d. (1) Warning for group of Girl Scouts gathering wood to burn in Cosmo Park.
  - e. (1) Warning for battery powered ATV on soccer field in Cosmo Park.
  - f. (1) Warning for rocket in Cosmo-Bethel Park.
  - g. (2) Warnings for skating on ice at Garth Nature Area.
  - h. (1) Warning for advertising on posts in Stephens Lake Park.
  - i. (1) Warning for riding horse in Stephens Lake Park.
  - j. (2) Warnings for being on unsafe ice in Stephens Lake Park.
9. Parking Violations (3)
  - a. (1) Abandoned vehicle tagged for towing in Oakland Park.
  - b. (1) Towed abandoned vehicle in Oakland Park.
  - c. (1) Abandoned vehicle tagged for towing at Stadium MKT Trail.
10. Traffic (1)
  - a. (1) Warning for not wear a helmet on moped in Oakland Park.
11. Trespass
  - a. (1) Issued for all parks.
12. Vandalism
13. Warrant
14. Weapons
15. Wildlife (1)
  - a. (1) Warning for ferret being in Stephens Lake Park and not being safe from dogs in the park.

<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	209	373	299	309	157	0	1347
<i>Hours</i>							
REG. PATROL	10.5	26.5	24	22	16	0	99
FOOT PATROL	2	5	2	2.5	0	0	11.5
BIKE PATROL	0	0	0	0	0	0	0
CRIMINAL INVEST	1	0	6	1	0	0	8
ACCIDENT INVEST	0	0	0	0	0	0	0
INCIDENT INVEST	3.5	2.5	1	4.5	1.5	0	13
OFFICE DUTY	0	2.5	1.5	1	2	0	7
LEAVE	8	0	0	8	0	0	16
SPECIAL ASSIGNMT	8.5	0	0	0	0	0	8.5
MEETINGS	0	2.5	2.5	0	0	0	5
TRAINING	0	0	3	1	4.5	0	8.5
<b>TOTALS</b>	<b>33.5</b>	<b>39</b>	<b>40</b>	<b>40</b>	<b>24</b>	<b>0</b>	<b>176.5</b>

<b>VIOLATIONS</b>	<b>WARNINGS</b>	<b>ARRESTS</b>
ANIMAL COMPLAINTS	27	0
BEACH/POOLS	0	0
DRUG LAWS	0	0
FIREWORKS	0	0
JUVENILES	23	0
LIQUOR LAW	0	0
LITTERING	1	0
PARK VIOLATIONS	15	0
PARKING VIOLATIONS	3	0
TRAFFIC	1	0
TRESPASS	1	0
VANDALISM	0	0
WARRANT	0	0
WEAPONS	0	0
WILDLIFE	1	0
<b>TOTALS</b>	<b>72</b>	<b>0</b>

<b>SERVICES</b>	<b>TOTALS</b>
ASSIST OTH ACY	0
ASSIST PARK USER	0
BROCHURES / MAPS	2
BUILDING CHECKS	224
DIRECTING TRAFFIC	0
FIRST AID	0
LOCATE MSNG PSN	0
MAINTENANCE	2
MOTORISTS ASSIST	1
PARK INFO/DIRECTIONS	73
RECOVERED PROPERTY	4
VISITOR COMPLAINT	0
<b>TOTALS</b>	<b>306</b>