

# Recreation Services Monthly Report

February 2011

PROGRAM TITLE	SESSIONS PRIOR YEAR		PARTICIPATION PRIOR YEAR		SESSIONS CURRENT YEAR		PARTICIPATION CURRENT YEAR	
	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
<b>TOTAL RECREATION SERVICES</b>	<b>938</b>	<b>5,090</b>	<b>16,777</b>	<b>93,639</b>	<b>1,039</b>	<b>6,436</b>	<b>12,393</b>	<b>95,398</b>
<b>DEPARTMENT ADMINISTRATION</b>								
Numbers are up this fiscal year due to adding more sections to the monthly report.								
<b>WEBTRAC - On-Line Program Registration</b>								
One-Time Users	n/a	n/a	33	107	n/a	n/a	22	94
Repeat Users	n/a	n/a	22	105	n/a	n/a	189	514
# of Sessions	n/a	n/a	664	6,850	n/a	n/a	269	1,664
Total Completed Transactions	n/a	n/a	47	176	n/a	n/a	45	188
Total \$ Registrations	n/a	n/a	\$16,732.60	\$ 25,012.20	n/a	n/a	\$17,933.40	\$29,629.40
Total % of on-line \$ registrations	n/a	n/a	20.00%	21.30%	n/a	n/a	29.28%	25.47%
<b>Total WebTrac Users</b>	<b>n/a</b>	<b>n/a</b>	<b>55</b>	<b>212</b>	<b>n/a</b>	<b>n/a</b>	<b>211</b>	<b>608</b>
Sessions between 12:00am-6:00am:	4							
Sessions between 6:00am-12:00pm:	86							
Sessions between 12:00pm-6:00pm:	146							
Sessions between 6:00pm-12:00am:	33							
<b>SPECIAL USE PERMITS</b>								
Applications Received	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Applications Approved	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
<b>Total Applications Approved</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
<b>RECREATION SERVICES ADMINISTRATION</b>								
<b>YOUTH ENRICHMENT SCHOLARSHIPS (YES)</b>								
YES Applicants Approved			54	303			50	353
YES Applications Approved			16	90			29	111
YES Assistance Amount Given			\$ 4,885.00	\$ 29,656.65			\$ 4,362.40	\$ 28,216.65
<b>TOTAL APPLICANTS FOR SCHOLARSHIPS</b>			<b>54</b>	<b>303</b>			<b>50</b>	<b>353</b>
<b>ADULT FINANCIAL ASSISTANCE (AFA)</b>								
AFA Applicants Approved			11	81			14	119
AFA Applications Approved			15	79			14	105
AFA Assistance Amount Given			\$ 907.85	\$ 4,726.66			\$1,107.25	\$ 3,587.75
<b>TOTAL APPLICANTS FOR SCHOLARSHIPS</b>			<b>11</b>	<b>81</b>			<b>14</b>	<b>119</b>
<b>TOTAL FINANCIAL ASSISTANCE APPLICANTS APPROVED</b>			<b>65</b>	<b>384</b>			<b>64</b>	<b>472</b>
<b>TOTAL FINANCIAL ASSISTANCE APPLICATIONS APPROVED</b>			<b>31</b>	<b>169</b>			<b>43</b>	<b>216</b>
<b>TOTAL FINANCIAL ASSISTANCE GIVEN</b>			<b>\$ 5,792.85</b>	<b>\$ 34,383.31</b>			<b>\$ 5,469.65</b>	<b>\$ 31,804.40</b>
<b>DIVISION EVENT</b>								
Tiger Night of Fun	0	1	0	3,623	0	1	0	4,900
Theme Park Ticket Sales	n/a	n/a	0	23	n/a	n/a	0	13
<b>TOTAL DIVISION EVENTS</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>3,623</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>4,900</b>
<b>DIVISION EVENT VOLUNTEERS (not included in participation #'s)</b>								
Tiger Night of Fun			0	0			0	975

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<b>TOTAL VOLUNTEER HOURS</b>			0	0			0	975
<b>SHELTER RESERVATIONS</b>								
Albert-Oakland #1 - Albert - Oakland Park			0	2			0	4
Albert-Oakland #2 - Albert - Oakland Park			0	5			0	4
Albert-Oakland #3 - Albert - Oakland Park			0	2			0	5
American Legion - American Legion Park			0	2			0	1
Antimi - Cosmo Recreation Area			0	2			0	3
Burford - Cosmo Recreation Area			0	7			0	7
C.K. Odor - Kiwanis Park (College Park Dr.)			0	0			0	3
Collins - Stephens Lake			1	19			1	19
Dexheimer - Cosmo Recreation Area			0	6			0	5
Douglass - Douglass Park			0	2			0	1
Fairview - Fairview Park			0	4			0	4
Ficklin - Cosmo-Bethel Park			0	7			1	11
Garrison - Cosmo Recreation Area			0	3			0	1
George F. Harper - Nifong Park			0	1			0	2
Gordon - Stephens Lake			1	18			1	20
Happy Hollow - Stephens Lake			1	13			1	11
Harris - Cosmo Recreation Area			0	5			0	7
Island - Stephens Lake			0	1			1	2
Lamb - Cosmo Recreation Area			0	13			0	7
Leech - Cosmo-Bethel Park			0	4			0	5
MLK - Martin Luther King, Jr Memorial Park			0	1			0	2
Nickell - Cosmo Recreation Area			0	6			0	8
Rock Quarry - Rock Quarry Park			0	5			1	8
Shepard - Shepard Boulevard Park			0	4			0	3
Talbert Thurston - Kiwanis Park (Maplewood Dr.)			0	0			0	3
Twin Lakes Recreation Area			0	5			0	8
<b>TOTAL SHELTER RESERVATIONS</b>			3	137			6	154
Number of rentals that occurred; not reservations made								
<b>SPORTS PROGRAMMING</b>								
<b>YOUTH SPORTS</b>								
Youth Baseball	0	0	0	0	126	276	2,520	5,520
Youth Basketball	157	314	3,140	6,280	0	0	0	0
Youth Football	0	53	0	2,756	0	81	0	3,483
Youth Soccer	0	127	0	3,048	0	157	0	3,768
Youth Lacrosse	0	0	0	0	0	0	0	0
Active Kids Club	15	71	300	1,430	13	60	66	1,046
Other Youth Sports	0	0	0	0	0	1	0	6
<b>TOTAL YOUTH SPORTS</b>	<b>172</b>	<b>565</b>	<b>3,440</b>	<b>13,514</b>	<b>139</b>	<b>575</b>	<b>2,586</b>	<b>13,823</b>
<b>WOMEN'S SPORTS</b>								
Volleyball	3	3	36	36	0	0	0	0
Softball	0	0	0	0	0	0	0	0
Basketball	0	0	0	0	0	0	0	0
Soccer	0	3	0	72	0	2	0	48
Other Women's Sports	0	0	0	0	0	0	0	0
<b>TOTAL WOMEN'S SPORTS</b>	<b>3</b>	<b>6</b>	<b>36</b>	<b>108</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>48</b>





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	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
Albert-Oakland Aquatic Rescues	0	0	0	0	0	0	0	0
Albert-Oakland First Aid Assistance	0	0	0	0	0	0	0	0
<b>TOTAL ALBERT-OAKLAND FAMILY AQUATIC CTR</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LAKE OF THE WOODS POOL</b>								
Lake of the Woods Recreational Swim	0	0	0	0	0	0	0	0
Lake of the Woods Day Care	0	0	0	0	0	0	0	0
Lake of the Woods Exercise	0	0	0	0	0	0	0	0
Lake of the Woods Private Rental	0	0	0	0	0	0	0	0
Lake of the Woods Special Programs	0	0	0	0	0	0	0	0
Lake of the Woods Instructional Swim	0	0	0	0	0	0	0	0
Lake of the Woods Total Dollars	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lake of the Woods Aquatic Rescues								
Lake of the Woods First Aid Assistance								
<b>TOTAL LAKE OF THE WOODS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</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	0	0	0	0
Pirates' Landing Day Care	0	0	0	0	0	0	0	0
Pirates' Landing Private Rental	0	0	0	0	0	0	0	0
Pirates' Landing Special Programs	0	0	0	0	0	0	0	0
Pirates' Landing Instructional Swim	0	0	0	0	0	0	0	0
Pirates' Landing Total Dollars	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pirates' Landing Aquatic Rescues	0	0	0	0	0	0	0	0
Pirates' Landing Aquatic First Aid Assistance	0	0	0	0	0	0	0	0
<b>TOTAL PIRATES' LANDING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>COLUMBIA SWIM CLUB</b>								
			1,407	7,306			984	4,404
<b>TOTAL AQUATIC PARTICIPATION</b>	<b>17</b>	<b>59</b>	<b>1,767</b>	<b>8,802</b>	<b>187</b>	<b>717</b>	<b>4,072</b>	<b>14,417</b>
<b>TOTAL ALBERT-OAKLAND CONCESSION</b>								
			\$0.00	\$0.00			\$0.00	\$0.00
<b>TOTAL DOUGLASS CONCESSIONS</b>								
			\$0.00	\$0.00			\$0.00	\$0.00
<b>TOTAL LOW CONCESSIONS</b>								
			\$0.00	\$0.00			\$0.00	\$0.00
<b>TOTAL PIRATES' LANDING CONCESSIONS</b>								
			\$0.00	\$0.00			\$0.00	\$0.00
<b>TOTAL AQUATIC OUTDOOR POOL DOLLARS</b>								
			\$0.00	\$0.00			\$0.00	\$0.00
<b>TOTAL AQUATIC RESCUES (ARC not included)</b>								
			n/a	n/a			0	0
<b>TOTAL FIRST AID ASSISTANCE (ARC not included)</b>								
			n/a	n/a			0	0
<b>OUTDOOR/HICKMAN AQUATIC VOLUNTEERS (not included in participation #'s)</b>								
list each event under this heading								
<b>TOTAL VOLUNTEER HOURS</b>								
			0	0			0	0
<b>GOLF, CONCESSIONS</b>								



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	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
<b>SENIOR PROGRAMS</b>								
Social Events	104	557	913	4,609	78	360	576	3,635
Crafts & Classes	12	56	135	525	29	149	476	2,485
Music & Bands	10	50	314	1,518	10	43	297	2,213
Oak Tours Trips / Social	20	107	392	2,860	18	87	271	2,722
<b>TOTAL SENIOR PROGRAMS</b>	<b>146</b>	<b>770</b>	<b>1,754</b>	<b>9,512</b>	<b>135</b>	<b>639</b>	<b>1,620</b>	<b>11,055</b>

Weather canceled many activities/events. Spent lots of time canceling some rescheduling and more canceling. Affected P&R as well as Osher. All nice days appreciated with good numbers--looking forward to Spring. Ukulele entertained at Humane Society fundraiser-Spay-getti.

## ADAPTED COMMUNITY RECREATION

PROGRAM TITLE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
<b>ADAPTED COMMUNITY RECREATION</b>								
Crafts / Ceramics	44	221	720	3,150	46	196	650	3,674
Social Activities	74	408	1,343	7,142	30	97	312	1,617
Walking Trips	0	1	0	6	0	5	0	16
Educational	67	426	809	5,184	67	349	843	4,975
<b>TOTAL ADAPTED COMMUNITY RECREATION</b>	<b>185</b>	<b>1,464</b>	<b>2,872</b>	<b>15,482</b>	<b>143</b>	<b>647</b>	<b>1,805</b>	<b>10,282</b>

The weather was a big factor in our participation. Meet the Morning is picking up. Only one day for taxes instead of the month. No trips this month due to weather.

## CLASSES/SPECIAL EVENTS

PROGRAM TITLE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
<b>LIFE ENRICHMENT</b>								
Life Enrichment Educational Classes	118	477	1,296	4,709	102	406	1,010	6,317
Life Enrichment Special Programs / Events	13	127	640	5,012	9	65	426	3,371
<b>TOTAL LIFE ENRICHMENT</b>	<b>131</b>	<b>604</b>	<b>1,936</b>	<b>9,721</b>	<b>111</b>	<b>471</b>	<b>1,436</b>	<b>9,688</b>

Classes were hit hard with multiple snow days causing many cancellations, which makes attendance numbers look smaller this month.

## PRESCHOOL, TEEN, FAMILY AND EVENTS

PROGRAM TITLE	SAME MONTH	YEAR-TO DATE						
<b>PRESCHOOL, TEEN, FAMILY AND EVENTS</b>								
Preschool / Intergenerational	2	10	84	406	3	8	107	284
Teen / Family	0	2	0	10	0	0	0	0
Special Events	0	2	0	4,000	0	5	0	2,000
Classes	1	11	5	56	0	1	0	4
<b>TOTAL PRESCHOOL, TEEN, FAMILY AND EVENTS</b>	<b>3</b>	<b>25</b>	<b>89</b>	<b>4,472</b>	<b>3</b>	<b>14</b>	<b>107</b>	<b>2,288</b>

Good participation with preschool programs.

## RENTALS

PROGRAM TITLE	SAME MONTH	YEAR-TO DATE						
<b>RENTALS</b>								
Riechmann	6	36	625	3,250	4	37	415	3,340
Rock Quarry House	10	59	285	2,028	11	84	290	2,695
Stephen's Lake Amphitheatre	n/a	n/a	n/a	n/a	0	0	0	0
<b>TOTAL RENTALS</b>			<b>910</b>	<b>5278</b>			<b>705</b>	<b>6035</b>

Number of rentals that occurred; not reservations made

<b>TOTAL CLASSES/SPECIAL EVENTS</b>	<b>134</b>	<b>629</b>	<b>2,025</b>	<b>14,193</b>	<b>114</b>	<b>485</b>	<b>1,543</b>	<b>11,976</b>
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## SENIOR/ADAPTED COMM RECREATION/CLASS/SPECIAL EVENTS VOLUNTEERS (not included in participation #'s)

list each event under this heading								
<b>TOTAL VOLUNTEER HOURS</b>			<b>0</b>	<b>0</b>			<b>161</b>	<b>1,353</b>

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<b>TOTAL SENIOR/PAQUIN/LIFE ENRICHMENT</b>	<b>465</b>	<b>2,863</b>	<b>6,651</b>	<b>39,187</b>	<b>392</b>	<b>1,771</b>	<b>4,968</b>	<b>33,313</b>
<b>ADAPTIVE RECREATION/SPORTS</b>								
Adapted Sports	11	44	364	1,386	10	46	260	1,401
Adapted Recreation	2	10	118	728	2	6	107	535
<b>TOTAL ADAPTIVE</b>	<b>13</b>	<b>54</b>	<b>482</b>	<b>2,114</b>	<b>12</b>	<b>52</b>	<b>367</b>	<b>1,936</b>

Early morning ice lead to the cancellation of District Basketball. Swimmers skills improve each week. The swim volunteers are a strong group of instructors. The "Sweet Heart" Dance was a success. The Heritage Academy's 8th grade class provided refreshments and mingled with participants. The room was filled with laughter at Bingo Night.

**ADAPTED SPORTS/SPECIAL OLYMPICS VOLUNTEERS** (not included in participation #'s)

list each event under this heading								
<b>TOTAL VOLUNTEER HOURS</b>			<b>412</b>	<b>1,324</b>			<b>307</b>	<b>1,392</b>

CARE	Number	Previous Year Hours for Month	Previous YTD Hours	Current Hours for Month	Current YTD
<b>PAID TRAINEE HOURS</b>					
Boone County Family Resources (BCFR)	5	272.75	1125.25	184.00	1,113.50
MO Option	22	1,180.3	5,360.4	1,116.75	7,191.50
Summer	0	0	0	-	-
Other	3	0	0	75.00	163.00
<b>TOTAL PAID TRAINEE HOURS</b>		<b>1453</b>	<b>6485.65</b>	<b>1,375.75</b>	<b>8,468.00</b>

PAID C.A.R.E. STAFF HOURS	Previous Year Hours for Month	Previous YTD Hours	Current Hours for Month	Current YTD
Gallery Coordinator	22	111.25	27.00	114.00
Gallery Assistant	0	17.5	0	19.00
Office Manager	122.5	531.7	100.00	477.75
BCFR Employ Mentor	60	358.5	79.75	397.00
MO Option Employ Mentor	235.95	744.9	176.50	971.25
After School Supervisor/Job Coach	59	59	6.00	11.00
Job Developer	0	0	0	0
Education Specialist	n/a	n/a	0	0
<b>TOTAL PAID C.A.R.E. STAFF HOURS</b>	<b>499.45</b>	<b>1,822.85</b>	<b>389.25</b>	<b>1,990.00</b>

UNPAID HOURS (TUTORING)	Previous Year Hours for Month	Previous YTD Hours	Current Hours for Month	Current YTD
Student Participants	n/a	n/a	18.00	112.75
Volunteers (Office of Service Learning)	n/a	n/a	16.00	152.55
<b>TOTAL UNPAID HOURS</b>	<b>55.50</b>	<b>272.55</b>	<b>34.00</b>	<b>265.30</b>

<b>TOTAL CARE HOURS</b>	<b>2,007.95</b>	<b>8,581.05</b>	<b>1,834.00</b>	<b>10,723.30</b>
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OTHER	Previous Year Hours for Month	Previous YTD Hours	Current Hours for Month	Current YTD
Applications (number) (mo-opt)	n/a	n/a	30	n/a
Applications (number) (BCFR)	n/a	n/a	10	n/a
Applications (number) (summer)	n/a	n/a	157	n/a
Jobsite Agreements				
New Employers	n/a	n/a	3	2

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Total Returning Employers	1		n/a	n/a	29	30	n/a	29
BCFR trainee hours have gone up. MO Option trainee hours have gone up.								
<b>ACTIVITY &amp; RECREATION CENTER</b>								
<b>Visits</b>								
Members/Daily Admissions			36,163	149,220			33,377	147,871
Special Admission/Coupons			80	271			69	365
<b>TOTAL VISITS</b>			<b>36,243</b>	<b>149,491</b>			<b>33,446</b>	<b>148,236</b>
<b>Members</b>								
Adult Annual			17	80			13	62
Adult Monthly			101	377			55	343
Adult Multi Pass			74	312			58	281
Family Annual			50	294			81	301
Family Monthly			576	2,573			455	2,620
Sr. Annual			31	114			32	125
Sr. Annual Monthly			14	95			27	116
Sr. Couple			76	294			80	302
Sr. Couple Monthly			34	220			34	224
Sr. Multi Pass			34	156			40	189
Youth Annual			1	10			2	6
Youth Monthly			7	20			4	15
Youth Multi Pass			9	71			13	60
30-day Youth			27	109			20	97
30-day Adult			276	1,136			273	1,149
30-day Family			669	2,218			540	2,031
30-day Senior			22	109			43	201
30-day Senior Couple			52	176			44	202
<b>TOTAL ARC MEMBERS</b>			<b>2,070</b>	<b>8,364</b>			<b>1,814</b>	<b>8,324</b>
<b>TOTAL ARC MEMBERSHIPS</b>			<b>1,039</b>	<b>4,123</b>			<b>962</b>	<b>4,366</b>
<b>ARC ROOM RENTALS</b>								
Patron Rentals			22	125			21	129
Parks & Recreation Use			26	119			33	211
City Department Use			1	8			0	16
Facility Lock-in			0	1			0	1
<b>TOTAL ARC ROOM RENTALS</b>			<b>49</b>	<b>253</b>			<b>54</b>	<b>357</b>
<b>ARC AQUATICS</b>								
ARC Instructional Swim	n/a	n/a	n/a	n/a	4	11	372	945
ARC Registration Classes	n/a	n/a	n/a	n/a	0	14	0	107
ARC Drop-In Classes	n/a	n/a	n/a	n/a	65	295	1,315	5,491
ARC Birthday Party Packages	n/a	n/a	n/a	n/a	16	37	435	870
ARC Birthday Room Rentals	n/a	n/a	n/a	n/a	3	10	80	275
ARC Aquatic Private Rentals	n/a	n/a	n/a	n/a	2	4	115	340
ARC Private Lessons	n/a	n/a	n/a	n/a	71	281	71	281
ARC Aquatic Rescues (not included)	n/a	n/a	n/a	n/a	0	0	0	0
ARC Aquatic First Aid Assistance (not included)	n/a	n/a	n/a	n/a	0	0	9	31
<b>TOTAL ARC AQUATICS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>161</b>	<b>652</b>	<b>2,388</b>	<b>8,346</b>

# Recreation Services Monthly Report

February 2011

PROGRAM TITLE	SESSIONS PRIOR YEAR		PARTICIPATION PRIOR YEAR		SESSIONS CURRENT YEAR		PARTICIPATION CURRENT YEAR	
	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE	SAME MONTH	YEAR-TO DATE
<b>CHILD CARE SERVICES</b>								
ARC Kid Zone	0	0	0	0	0	0	471	2,113
ARC School's Out Day Camp	0	2	48	232	3	6	71	137
ARC Holiday Day Camp	0	0	0	184	0	4	0	98
Camp Adventure - Summer Day Camp	0	0	0	0	0	0	0	0
<b>TOTAL CHILD CARE SERVICES</b>	<b>0</b>	<b>2</b>	<b>48</b>	<b>416</b>	<b>3</b>	<b>10</b>	<b>542</b>	<b>2,348</b>
<b>ARC FITNESS</b>								
Drop-In Exercise Classes	n/a	n/a	n/a	n/a		504		7,557
Registration Classes	n/a	n/a	n/a	n/a		143		1,104
Specialty Classes	n/a	n/a	n/a	n/a		397		1,778
Personal Training Sessions Sold / Sales	n/a	n/a	n/a	n/a		530		\$ 16,275.00
<b>TOTAL ARC FITNESS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,574</b>	<b>0</b>	<b>10,439</b>
<b>GENERAL RECREATION CLASSES</b>								
Basketball Camp	0	0	0	0	0	0	0	0
Outdoor Instruction	0	0	0	0	0	0	0	0
Home School P.E.	0	5	88	458	3	20	57	338
Recreation Classes	0	1	168	233	14	18	81	140
Bus/Van Reservations	0	23	16	96	0	0	10	73
<b>TOTAL GENERAL RECREATION CLASSES</b>	<b>0</b>	<b>29</b>	<b>272</b>	<b>787</b>	<b>17</b>	<b>38</b>	<b>148</b>	<b>551</b>
The ARC was closed on February 1 & 2 due to a sever winter storm. Facility reopened at 9am on February 3. The ARC averaged 1,324 people per day in February								
<b>ARC VOLUNTEERS</b> (not included in participation #'s)								
list each event under this heading								
<b>TOTAL VOLUNTEER HOURS</b>			<b>0</b>	<b>0</b>			<b>22</b>	<b>110</b>
<b>GRAND TOTAL VOLUNTEERS (Rec Services &amp; CARE)</b>			<b>412</b>	<b>1,324</b>			<b>594</b>	<b>4,124</b>

**COLUMBIA PARKS & RECREATION DEPARTMENT**  
**Park Services Division**  
**Monthly Report**  
**February 2011**

**I. ADMINISTRATION**

- A. Atkins Concession/Restroom Building - An IP meeting was held on February 8 at the Parks Management Center.
- B. Bonnie View Nature Area - A public hearing was held at the P&R Commission Meeting on February 17.
- C. Scott's Branch Trail - A public hearing was held at the P&R Commission Meeting on February 17.

**II. MAINTENANCE**

- A. Facilities and Grounds
  - 1. Performed park clean up, snow removal, and sanitation.
  - 2. Restrooms - Cleaned/checked on a regular basis.
  - 3. Performed playground repairs, re-mulch and inspections.
  - 4. Performed maintenance on parks, ballfield lighting, and scoreboard systems.
  - 5. Performed general park maintenance on miscellaneous items.
  - 6. Performed aquatic repairs and inspections.
  - 7. Refurbished park signs and park trash barrels.
  - 8. Performed HVAC repairs and inspections.
  - 9. Removed graffiti and repair vandalism.
  - 10. CCRA - Prepared tennis courts for season; repaired playground slide.
  - 11. Dog Parks - Refilled bags/cleaned/checked sites twice a week.
  - 12. L.A. Nickell Clubhouse - Continued countertop renovations.
  - 13. Armory - Continued painting walls/doors and hung blinds; replaced gym lights.
  - 14. Stephens Lake Park - Checked lake ice thickness, installed and removed signage, prepared for Polar Plunge, and opened beach restroom for the year.
  - 15. Cosmo-Bethel Park - Checked lake ice thickness, installed and removed signage, installed trout donation box, and prepared tennis courts for season.
  - 16. Albert-Oakland Park
    - a. Prepared tennis courts for season.
    - b. Pool - Finished painting SCS structure.
  - 17. Grindstone Nature Area - Prepared site for Governor's Hinkson Creek cleanup announcement.
  - 18. LOW Clubhouse - Completed office renovations and installed exhaust fan.
  - 19. Hickman Pool - Conducted regular pool inspections.
  - 20. Fairview - Prepared tennis courts for season.
  - 21. Rock Quarry Park
    - a. Prepared tennis courts for season
    - b. House - Refinished wood floors.
  - 22. PMC - Repaired soda machine.

- B. ARC Maintenance
1. Performed general repair of building fixtures. (56 hrs.)
  2. Performed preventive maintenance, repair and chemicals filled in aquatics. (12 hrs.)
  3. Performed outdoor maintenance and power-washed front entrance. (6 hrs.)
  4. Washed pool screens, back-flushed leisure pool and lubed pump motors. (15 hrs.)
  5. Removed and dusted supply and return vents. (4 hrs.)
  6. Dusted light fixtures. (2 hrs.)
  7. Replaced light bulbs, ballasts and ceiling tile around building. (10 hrs.)
  8. Repaired cardio and various fitness equipment. (27 hrs.)
  9. Washed walls with stain and mark remover. (1 hrs.)
  10. Monitored HVAC computer. (3 hrs.)
  11. Replaced leisure pool ultra-violet light system bulbs. (6 hrs.)
  12. Monitored RTU 1, 2, and 3 on roof. (1 hrs.)
  13. Removed snow. (57 hrs.)
  14. Replaced RTU 1, 2, 3 and ERU air filters. (3 hrs.)
  15. Repaired spa soffit. (12 hrs.)
  16. Repaired pool deck water fountain leak. (4 hrs.)
  17. Replaced caulk at pool manager's office window. (11 hrs.)
  18. Replaced grout at triple-loop slide column. (5 hrs.)
  19. Repaired pool natatorium lights. (5 hrs.)

### **III. FLEET OPERATIONS**

- A. 1 vehicle serviced and 5 vehicles repaired.
- B. 3 pieces of equipment serviced and 10 pieces of equipment repaired.
- C. 4 service calls performed.
- D. 3 tires repaired.
- E. 9 pieces of small power equipment repaired/serviced.
- F. 8 times - vehicles checked for trips.
- G. 2 freight shipments unloaded.
- H. 2 mowers repaired (winter service).
- I. 1 mower serviced (100-hrs. interval).
- J. 6 golf carts repaired (winter service - LOW).
- K. Other Services Performed:
  1. Made 2 keys (1 construction crew/ 1 truck 3005).
  2. Supervisor training modules. (14 hrs.)
  3. Transported 6 golf carts from LAN to PMC and back for winter repairs. (2 staff - 2 hrs.)
  4. Engraved 12 locks for ARC.

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

- A. Lake of the Woods Golf Course
  1. Removed snow. (16 hrs.)
  2. Completed course setup, including changing cups and moving tees. (8 hrs.)
  3. Raked sand traps and put them back in play after the winter. (16 hrs.)
  4. Cleared out brush in an area surrounding #13 tee. (65 hrs.)

5. Refurbished and painted course accessories. (20 hrs.)
6. Changed oil, filter and lube on vehicle #3030. (4 hrs.)
7. Topdressed and repaired all golf greens. (3 hrs.)
8. Constructed four bluebird houses and installed in native areas on #1 and #15. (12 hrs.)
9. Attended the Van Diest Supply Turf Conference. (8 hrs.)
10. Cut down all ornamental grasses on the golf course. (7 hrs.)
11. Cleaned the office and maintenance area. (6 hrs.)
12. Installed and serviced Toro Spray rig on vehicle #3162. (3 hrs.)
13. Mowed all greens. (5 hrs.)
14. Mulched remaining leaves. (5 hrs.)
15. Completed all handmowing. (7 hrs.)

B. Sports Turf Management

1. Completed snow removal on all assigned properties. (120 hrs.)
2. Antimi Concession Building - Upper Level (Umpire Room)
  - a. Applied primer and first paint color to all walls. (44 hrs.)
  - b. Installed wonderboard tile underlayment. (50 hrs.)
  - c. Completed ceramic tile installation. (60 hrs.)
  - d. Completed tile grouting. (35 hrs.)
  - e. Applied second color of paint. (20 hrs.)
  - f. Installed rubber base trim. (16 hrs.)
  - g. Trimmed out all windows and ceilings. (49 hrs.)
3. Attended the Van Diest Supply turf conference. (8 hrs.)
4. Attended the Missouri One Call Dig Safety Seminar. (6 hrs.)

C. L.A. Nickell Golf Course

1. Changed oil, filter and lube on Toro 580 D. (3 hrs.)
2. Completed winter maintenance on John Deere 1145 and John Deere 1600 mowers. (8 hrs.)
3. Changed oil, filter and lube on Toro Sidewinder. (3 hrs.)
4. Completed winter maintenance, including oil, filter and lube on John Deere tractor and loader. (6 hrs.)
5. Completed winter maintenance and tire repair on Cushman Truckster and Cushman Commander. (7 hrs.)
6. Repaired snow blade on John Deere 6-footer. (2 hrs.)
7. Fabricated skid plates for Toro Sidewinder mower. (6 hrs.)
8. Constructed and painted a water cooler unit. (28 hrs.)
9. Recovered seats on Cushman Truckster. (8 hrs.)
10. Assisted with snow removal on assigned parks. (10 hrs.)
11. Attended pesticide recertification class. (8 hrs.)
12. Fabricated new stakes for natural areas. (6 hrs.)
13. Mowed all greens. (4 hrs.)
14. Plugged and repaired damaged greens. (5 hrs.)
15. Sprayed zoysia teeboxes with Roundup herbicide for Poa annua weed control. (8 hrs.)
16. Cut down all grass plants on course and in landscape beds. (8 hrs.)
17. Cleaned up maintenance shop. (4 hrs.)

## V. CONSTRUCTION

- A. Armory
  - 1. Installed two level Formica office counter tops and a cash register shelf unit.
  - 2. Installed and painted bead board on office divider wall.
- B. American Legion Ball Fields
  - 1. Removed forms from east field backstop wall.
  - 2. Graded between fields to allow excess water runoff.
  - 3. Fabricated rim brackets and started construction of west field dugout roofs.
- C. Other Park Projects
  - 1. Antimi Concessions – Installed upper level lighting.
  - 2. Indian Hills Park – Framed ‘No pets allowed’ signs for play areas.
  - 3. PMC Mechanics Shop – Rewired and installed surge protectors for office computer. Installed emergency exit light.
  - 4. Philips Park – Fabricated additional rules signs and a park sign for placement at the parking lot.
  - 5. PMC – Removed snow from the vehicle compound.
  - 6. Providence Road Bridge – Fabricated and installed brackets to stabilize bridge railings.
  - 7. Rock Quarry Park – Nearly completed installing new sign lettering.

## VI. NATURAL RESOURCES

- A. Horticulture
  - 1. Planting and Construction
    - a. Indian Hills Park - Installed straw bales for erosion control. (6 hrs.)
  - 2. Maintenance
    - a. Watered and maintained plants in the greenhouse. (70 hrs.)
    - b. Transplanted seedlings in the greenhouse. (76 hrs.)
    - c. Fertilized plants in greenhouse. (6 hrs.)
    - d. Removed snow. (4 hrs.)
    - e. Started seeds in the greenhouse. (44 hrs.)
    - f. Applied fungicide and pesticides to plants in greenhouse. (4 hrs.)
    - g. Cleaned, organized and prepped equipment and cage for spring season. (36 hrs.)
    - h. Applied Snapshot pre-emergent to targeted landscaped areas (48 hrs.)
    - i. Removed a Bradford pear tree from Convention Center parking lot bed and used a stump grinder to prep area for new Heritage tree. (16 hrs.)
  - 3. Staff Training
    - a. Jen Courtney attended Supervisor Training Classes.
    - b. Jen Courtney, Rhea Rostine and Rob Trivette attended the Van Diest Seminar on Turf Diseases and Vegetation Management.
  - 4. CARP Volunteer Program - Held the first CARP class of the season, with 38 new volunteers registered. Speakers: Brett O’Brien, Natural Resource Supervisor and Erin Keys, civil engineer for Public Works (on Columbia stormwater design).

- B. Forestry
1. Planting and Watering - Planted/watered Hindman Heritage tree at City Hall. (27 hrs.)
  2. Park Maintenance
    - a. Pruned park trees. (25 hrs.)
    - b. Installed bat houses. (40 hrs.)
    - c. Convention Center - Removed tree. (3 hrs.)
    - d. Douglass Park - Removed hazard mulberry tree. (62 hrs.)
  3. Trail Maintenance
    - a. 3M Project - Cleared perimeter trail alignment corridor. (55 hrs.)
    - b. Removed snow at trailheads and trails. (231 hrs.)
    - c. Hinkson Creek Trail - Spread 1" rock. (11 hrs.)
    - c. Cleaned MKT tunnels. (3 hrs.)
    - d. Removed downed tree. (2 hrs.)
    - e. Rhett's Run - Closed off man-made trail paths. (6 hrs.)
    - f. Checked park trails for maintenance concerns. (32 hrs.)
    - g. Scouted out pedestrian counter sites with PedNet. (6 hrs.)
  4. Downtown - Pruned trees. (2 hrs.)
  5. Staff Training
    - a. Supervisor Apprenticeship. (15 hrs.)
    - b. Van Diest Chemical Application Seminar. (36 hrs.)
    - c. Staff Safety Meeting. (25 hrs.)
  6. Equipment Maintenance
    - a. Worked on equipment. (11 hrs.)
    - b. Assembled chemical spray/spill kits. (8 hrs.)
  7. Memorial Heritage Tree Program - Installed plaques.

**VII. PARK RANGER**

- A. Meetings
1. Safety at PMC.
- B. Training
1. Firearms at Green Valley.
- C. Accident
- D. Criminal/Incident Investigations
1. Responded to Albert-Oakland Park.
    - a. Littering.
  2. Responded to ARC.
    - a. Abandoned vehicle/owner removed.
  3. Responded to Cosmo-Bethel Park.
    - a. (2) 911 checks/unfounded.
  4. Responded to Cosmo Park.
    - a. Assisted with three stuck vehicles in snow.
    - b. Check subject with drugs/not confirmed.
    - c. Larceny in Skate Park (see F-12).
    - d. Check subject/gone on arrival.
  5. Responded to Douglass Park.
    - a. Assault/unfounded.
  6. Responded to Rock Quarry Park.
    - a. Law alarm at house/user error.

7. Responded to Stephens Lake Park.
  - a. 911 check/unfounded.
  - b. Assault/not in park/CPD took report.
- E. Special Assignments
  1. Foot patrol and parking vehicles for Polar Bear Plunge in Stephens Lake Park.
- F. Violations
  1. Animal Complaints (18)
    - a. (1) Warning for not having control of dog in Albert-Oakland Park.
    - b. (3) Warnings for dog not on leash in Albert-Oakland Park.
    - c. (5) Warnings for dog off leash in Cosmo Park.
    - d. (1) Warning for dog off leash in Forum Nature Area.
    - e. (1) Citation for dog off leash in Forum Nature Area.
    - f. (7) Warnings for dogs off leash in Stephens Lake Park.
  2. Beach/Pools
  3. Camping/Sleeping
  4. Climbing (2)
    - a. (2) Warnings in Cosmo Park.
  5. Disfigure/Removal
  6. Fireworks/Airplanes
  7. Helmets 920
    - a. (2) Warnings in Cosmo Park.
  8. Hunting/Fishing
  9. Intoxication
  10. Littering/Dumping
  11. Metal Detectors
  12. Other Park Violations (12)
    - a. (2) Warnings for bikes in Skate Park at Cosmo Park.
    - b. (1) Custodial juvenile arrest for stealing a cell phone at Skate Park.
    - c. (1) Warning for group on soccer field.
    - d. (3) Warnings for dangerous sledding in dark at Stephens Lake Park.
    - e. (2) Warnings for skating on unsafe ice.
    - f. (2) Warnings for climbing fence to skate in restricted area.
    - g. (1) Warning for not signaling turns in Cosmo Park.
  13. Parking (17)
    - a. (16) Warnings at Cosmo Park.
    - b. (1) Warning at Parks Management Center.
  14. Trespassing
  15. Vehicles off roadway
  16. Vending/Advertising
  17. Warrant

*Park Ranger responded to 32% of requests for police response 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	134	347	256	362	76	0	1175
<i>Hours</i>							
PATROL	13	30.5	18.5	31	6.5	0	99.5
FOOT PATROL	0	3	5	2.5	1	0	11.5
BIKE PATROL	0	0	0	0	0	0	0
CRIMINAL INVEST	0	0.5	4	0.5	0	0	5
INCIDENT INVEST	2	3	2	3.5	0	0	10.5
OFFICE DUTY	1	1	2	2.5	0.5	0	7
LEAVE	16	0	0	0	0	0	16
SPECIAL ASSIGNMT	0	0	0	0	0	0	0
MEETINGS	0	2	4	0	0	0	6
TRAINING	0	0	5	0	0	0	5
<b>TOTALS</b>	<b>32</b>	<b>40</b>	<b>40.5</b>	<b>40</b>	<b>8</b>	<b>0</b>	<b>160.5</b>

<b>VIOLATIONS</b>	<b>WARNINGS</b>	<b>ARRESTS</b>
ANIMAL COMPLAINTS	17	1
BEACH/POOLS	0	0
CAMPING/SLEEPING	0	0
CLIMBING	2	0
DISFIGURE/REMOVAL	0	0
FIREWORKS/AIRPLANES	0	0
HELMETS	2	0
HUNTING/FISHING	0	0
INTOXICATION	0	0
LITTERING/DUMBING	0	0
METAL DETECTORS	0	0
OTHER PARK VIOLATION	11	1
PARKING	17	0
TRESPASSING	0	0
VEHICLES OFF ROADWAY	0	0
VENDING/ADVERTISING	0	0
WARRANT	0	0
<b>TOTALS</b>	<b>49</b>	<b>2</b>

<b>SERVICES</b>	<b>TOTALS</b>
ASSIST OTH ACY	0
BROCHURES / MAPS	0
BUILDING CHECKS	203
FIRST AID	0
LOCATE MSNG PSN	0
MAINTENANCE	7
MOTORISTS ASSIST	4
PARK INFO/DIRECTIONS	24
RECOVERED PROPERTY	1
WILDLIFE	0
<b>TOTALS</b>	<b>239</b>