

PARKS AND RECREATION

MONTHLY REPORT

March 2016

ADMINISTRATION

1. **Riverfront Trail Expansion** – Worked with the Engineering Department on the RTP Grant Application for expansion of the trail to the west.
2. **Fees and Charges** – Staff continued to work on the review and implementation of program fees to become compliant with the Revenue and Pricing Policies.
3. **Ordinances** – Continued to work and finalize recommended changes to both the Urban Forestry and Parks and Recreation Ordinances.
4. **Dog Park Concept Plan** – Continued to evaluate site conditions and funding for the first phase of development. Prepared bid specifications for fencing.
5. **Lions Lake Playground** – Continued to work on costs estimates and design.
6. **Pool Painting Bid** – Prepared bid specifications and went out to bid.
7. **Pool Diving Board Bid** – Began working on the development of specifications.
8. **Pool Valve Bid** – Began working on the development of specifications.
9. **Tennis Court Repairs** – Went out to bid and awarded bid to McConnell & Associates.
10. **Fencing Bid** – Prepared bid specifications and went out to bid.
11. **Arts Policy** – Continued to work on the development of an Arts Policy.
12. **Adopt – A – Park Program** – Continued to work on creating new guidelines for the Adopt-A-Park-Program.

RECREATION PROGRAMS AND FACILITIES

1. Facility Rentals

Category	March	YTD
Pavilions	7	7
Facilities	22	69
Baseball Fields	11	11
Soccer Fields	2	2
Rugby	0	0
Football	0	0
Total	42	89

2. Special Events

Category	March	YTD
Walks/Runs	1	3
Street Collections	1	1
Other (Festivals/Concerts)	1	2
Total	3	6

3. Programs

- a. Held Easter Egg Hunt (March 19th)
- b. Held Dog Bone Hunt (March 19th)
- c. Continued to plan and work on Camp Washington.
- d. Continued to plan and work on City Wide Garage Sale (May 7th)
- e. Continued to work on opening day of pool (May 28th)
- f. Continued to adjust program fees and charges to reflect the adopted Revenue and Pricing Policy.
- g. Continued to work on hiring seasonal staff (camp counselors, pool cashiers)

MAINTENANCE ACTIVITIES

1. Maintenance Hours

Category	March	YTD
Trash Pickup and Removal	152.75	433.5
Restroom Cleaning	330.75	330.75
Pavilion Cleaning	73	165.5
Playground Inspections/Repairs	81	196.25
Sidewalks, Pathways, Trails	69	126
Fair	0	0
Landscape Beds	220.5	252.5
Flood	0	276
Boat Docks	.25	44.25
Athletic Fields	115.75	168.75
Irrigation	4.5	4.5
Mowing	96.75	99.75
Trimming	53	54
Building Maintenance	170	722
Tree Maintenance	106.75	354
Turf Maintenance	24.5	41.75
Street Lights	24.5	39.5
Wetlands, Lakes & Ponds	.5	7.75
Vehicle & Equipment Work	243.75	1134.25
Special Events	38	119.5
Snow	0	170.25
Training	93.25	101.25
Other	14.5	75.5
Total	1,715.5	3,108

2. March Special Projects/Operations

In addition to normal ongoing maintenance activities as depicted above, maintenance staff conducted the following special projects/operations:

- a. Landscape Beds – Continued to remove vegetation and re-landscape select park landscaped beds.
- b. Flood - Continued flood clean up. The cleanup will continue in March.
- c. Continued dead tree removal and tree trimming
- d. Finished putting together new picnic tables
- e. Completed the painting of the upstairs of the Auditorium
- f. Aerated baseball, soccer, softball fields and various other park locations
- g. Laser Leveled and edged baselines at Ronsick Field
- h. Riverfront Trail/Bridge - Removed hazard and bat habitat trees identified by SCI/MoDOT.
- i. McLaughlin Field – Coordinated with Public Works to install drainage.
- j. Miller-Post Property – Cut in trails.
- k. Began painting of Parks office.
- l. Landscaped Beds – Began cleaning out and preparing beds for mulching.
- m. Fertilization – Fertilized all athletic fields and various parks.
- n. Tree Trimming and Removals – Continued tree trimming and removals throughout the park system as well as selected street trees.
- o. Ball Fields - Continue prepping fields for season.

3. April Planned Projects/Operations

- a. Tree Trimming and Removals – Continue tree trimming and removals throughout the park system as well as selected street trees
- b. Miller-Post Property – Continue to cut in trails and began surfacing.
- c. Riverfront Trail – Continue to work on cleanup efforts from flood.

- d. Paint – Continue to paint Parks office.
- e. Buildings - Continue to conduct preventative maintenance (Light Bulbs/Filters)
- f. Equipment - Continue to conduct preventative maintenance.
- g. McLaughlin Field – As weather and conditions allow, finish grade and install surface drains.
- h. Baseball/Softball Fields – As weather and conditions allow, work with Public Works to haul dirt and Laser level all fields, and reduce infields at McLaughlin, Barklage, and Berger.
- i. Dog Park - As weather and conditions allow, work with Public Works to develop parking lot and roadway.
- j. Landscape beds –Continue to clean up landscape beds, edge and prep for mulch.
- k. Mulch – Mulch all landscape beds.
- l. Ball Fields - Continue prepping fields for season.
- m. Medians – Trim back and weed.
- n. Heritage Transportation Park – Work with Master Gardeners on re-landscaping.
- o. Big Driver – Open Big Driver.
- p. Tartan Days – Set up for Tartan Days.
- q. Tree Planting – Plant spring tree replacements.
- r. Soccer Field #1 – Add dirt and laser level to gain positive drainage.
- s. Irrigation – Startup irrigation to make necessary repairs.