

# RECREATION DEPARTMENT MONTHLY REPORT AUGUST 2010

STAFF: Norma Jean Page, Recreation Director

Karrie Ferrell, Assistant Director (programs) Ben Hull, Recreation Supervisor (athletics)

Will McElheny, Recreation Supervisor (special events)

Carol Keller, Community Specialist

Miklos "Nick" Bako, Parks & Grounds Supervisor

Shelia Redmon, Parks & Facilities Specialist

#### **PROGRAMS & ACTIVITIES**

Karrie Ferrell

# Conditioning Xpress

<u>August</u>: One (1) person participating by the class. Class is held on Tuesdays and Thursdays in the High Tide/Low Tide Rooms from 2:05 pm - 2:45 pm. Pat Boyd, Instructor.

# Dog Obedience

Kinderpuppy & Companion: August 23 - October 11

Kinderpuppy and Companion dog classes were combined due to low participation; a total of twelve (12) people enrolled in the dog training classes.

The next class is scheduled for October 18<sup>th</sup>. Kinderpuppy is held on Mondays at 6:30 pm in the gymnasium.

#### Gather Knit & Stitch

Three (3) participants took part in the Gather Knit & Stitch program for August. Gather Knit & Stitch is held on Mondays from 10:00 am – 11:30 am in the Lobby.

# **Jump Start**

Registration for the 2010-2011 school year is open. Spaces are available Monday - Friday. School began Wednesday, August 18<sup>th</sup>. Robin Lee, Instructor.

# **Evening Yoga**

<u>Session</u>: <u>August</u>: Fourteen (14) people have been participating by the class. August will be the last session for the evening yoga class. Participants will be notified about the class when a new instructor is hired.

#### Line Dancing

The line dancing program ended Friday, August 27<sup>th</sup>. Ann Bushong, Instructor.

#### **Senior Aerobics**

<u>Session August</u>: Twenty-three (23) people have been participating in the senior aerobics class. Class is open to all levels of exercise and is offered at a nominal fee of \$5 per class, or \$30 for the month. Class is held on Tuesdays and Thursdays from 3:00 pm – 4:00 pm. Judy Fischer, Instructor,

#### **Senior Exercise**

<u>Session August</u>: Thirty-five (35) active seniors participated in the class for the month of August. The class continues to have a waiting list and is held Mondays, Wednesdays & Fridays at 3:00 pm in the High Tide/Low Tide Rooms. Judy Fischer, Instructor.

#### Tae Kwon Do

Youth August: Eleven (11) participants attended the youth Tae Kwon Do class. Tae Kwon Do is offered Saturdays in the Gym at 9:00 am. New participants can join the youth class in January, June and September.

Adult July: Thirty-three (33) participated in the adult class. Adult Tae Kwon Do is offered Saturdays in the Gym from 11:00 am to 12:00 noon, Wednesdays in the gym from 7:00 pm to 9:45 pm, and Mondays in the High Tide/Low Tide Rooms from 6:30 pm to 7:30 pm. Adults can join the class anytime. Dr. Jack Emmel, Instructor.

# **Theater Camp**

Twenty-two (22) youths participated in theater camp. Camp was held August 2 – August 13<sup>th</sup> from 9:00 am – 12:00 pm. A production was held at the end of camp on August 13<sup>th</sup> at 6:30 pm; approximately 100 people attended the production. Jimmy Ward, Instructor.

# **Tiny Tots**

Open House was held Monday, August 16<sup>th</sup> at 9:00 am. Parents and students attended to meet the teacher and classmates. School began Wednesday, August 18<sup>th</sup>. The Tiny Tots program is full with seven (7) participants in the class. Cathy Adams, Instructor.

# **Total Body Challenge (TBC)**

<u>Session</u>: <u>August</u>: Nine (9) people participated. Classes are held Tuesday–Friday at 8:00 am to 9:00 am in the High Tide/ Low Tide Rooms. Pat Boyd and Angela Reinhardt, Instructors.

# Yoga

<u>Session:</u> August: Nine (9) people participated in yoga. Classes are held on Tuesdays and Thursdays in the High Tide/Low Tide Rooms from 12:30 pm – 2:00 pm. Pat Boyd, Instructor

#### Zumba

Fifty-seven (57) ladies have participated in the Zumba class. Participants can buy four (4) classes for \$25 or eight classes for \$50; participants also have the option of paying \$8 per class. Classes are held Mondays and Wednesdays at 6:45 pm in the High Tide/Low Tide Room. Dale Ellison, Instructor.

# **Wellness Program**

July Fitness Miles winner was Will McElheny. August Fitness Miles turned in by noon on September 7<sup>th</sup> will be eligible to receive a fitness prize. The Wellness Fair will be held on Thursday, September 16<sup>th</sup> beginning at 7:00 am. East Cooper Medical Center has teamed up with the City of Isle of Palms to provide year-round assistance with the Wellness Program and to provide support and speakers for the scheduled "Lunch and Learn" sessions. East Cooper Medical Center will provide blood work and flu shots for City employees and the community. The September Wellness Newsletter will be included in employee pay vouchers on Friday, September 10<sup>th</sup>.

# Saturday Yoga

<u>Session August</u>: Four (4) participants have paid for the session. Classes are held on Saturdays from 10:00 am - 11:15 am in the High Tide/Low Tide Rooms. Ayla Sarnoff, Instructor.

# Keenagers

Keenagers had the first potluck lunch of the season on Wednesday, September 1<sup>st</sup> and seventy (70) members attended the lunch. The IOP Police Department offered a presentation on safety. Lunch Bunch will be at Gilligan's on September 8<sup>th</sup>. The next meeting will be Wednesday, October 6<sup>th</sup>.

#### **Auditions**

Open auditions for "Miracle on 34<sup>th</sup> Street" are scheduled for Monday, October 18<sup>th</sup> at 6:30 pm. Youth and adult actors will be needed for the production; rehearsals will be held October – December. Opening night of the production is scheduled for Wednesday, December 8<sup>th</sup>; the production will run December 8<sup>th</sup> – December 11<sup>th</sup>. Tickets will go on sale November 1<sup>st</sup> and will be \$5 for adults, and children 6 and under will be admitted free. Directed by Jimmy Ward, Crabpot Players.

# **Babysitting Course**

The next class is scheduled for Saturday, October 9<sup>th</sup> at 9:00 am. No one is registered at this time. Class is instructed by the American Red Cross.

#### **Ballet**

Class will begin Monday, September 13 at 12:30 pm. Two (2) people are registered for class. Kim Chesley-Breland, Instructor.

#### Canasta

Canasta will resume in September.

# **Dog Obedience**

#### Introduction to Rally

Rally is the newest American Kennel Club sport that provides an intermediate step between dog obedience and obedience competition. Classes will be held on Mondays starting October 18<sup>th</sup> at 7:30 pm. Susan Marrett, Instructor.

#### **Guitar Lessons**

Classes will resume Wednesday, September 1 at 4:15 pm. Two (2) people are enrolled in the guitar class. Lee Archer, Instructor.

# Gymnastics/Tumbling

Classes will resume Tuesday, September 7 at 3:30 pm. Eight (8) people are currently enrolled in gymnastics. Tricha Tapio, Instructor.

# **Middle School Dance**

The first middle school dance for the 2010-2011 school year is scheduled for Friday, September 10<sup>th</sup> at 7:00pm. The dance's theme is "80's Extravaganza." The first 100 participants will receive 80's style sun glasses at the door. Tickets are \$5 at the door, and the dance is open to 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders.

#### Mah Jongg

Participants meet on Mondays from 12:00 pm - 3:00 pm. Mah Johgg will resume in September. Participants supply materials for this activity.

#### **Mexican Trains**

The program will resume in September.

Mommy & Me

The program will resume Wednesday, September 8th at 9:30 am in the Palmetto Room.

#### Salsa

Classes will resume Thursday, September 2<sup>nd</sup> at 6:15 pm in the Palmetto Room. No one is registered at this time. Lorie Sienna, Instructor.

#### **School's Out Activities**

School's Out Activities have been planned for teacher workdays and school holidays. October 22<sup>nd</sup> activities include pumpkin painting and wiffle ball; December 20<sup>th</sup> activities include gingerbread house decorating and basketball day; December 21<sup>st</sup> activity is dodgeball and December 29<sup>th</sup> activity is Relays and Tag. All activities are free.

#### **Tennis for Adults**

Beginning: September 14 – October 7

Classes are scheduled for Tuesdays and Thursdays at 11:00 am - Noon. Two (2) people are enrolled.

Intermediate: September 14 – October 7:

Classes are scheduled for Tuesdays and Thursdays at 9:30 am - 11:00 am. No one is enrolled at this time.

Advanced: September 14 – October 7:

Classes are scheduled for Tuesdays and Thursdays at 8:00 am – 9:30 am. Two (2) people are enrolled.

Men's Tennis: September 14 – October 7:

Classes are scheduled for Tuesdays and Thursdays at 6:00 pm - 7:00 pm. No one is enrolled at this time.

#### **Tennis for Youth**

September 14 – October 7:

Youths, ages 6-8, will play on Tuesdays and Thursdays at 4:00 pm - 5:00 pm. Two (2) people are enrolled at this time.

Youths, ages 9-12, will play on Tuesdays and Thursdays at 5:00 pm – 6:00 pm. One (1) person is enrolled at this time. Corinne Enright, Instructor.

Activity Guide: September – December 2010

**New Class List** 

Kensington Etiquette: Ages 4-5 & 6-12

Etiquette classes using proven techniques, that are fun and age appropriate, lay foundations for a lifetime of good manners and social skills. Topics of the classes will include dining etiquette, bye, bye Mr. Burpy, introductions and greetings, 911 emergencies and more. Classes for the 4-5 year olds will be held on Thursdays at 12:30 pm; the session will begin September 16<sup>th</sup>. Classes for the 6-12 year olds will be held on Tuesdays at 4:00 pm starting September 14<sup>th</sup>. No one is enrolled at this time. Kensington Etiquette of Charleston, Instructor.

# Tap Dance: Ages 2-5

This is a beginner class teaching tap dance techniques; tap shoes required. No one is enrolled at this time. Class is scheduled for Tuesdays a 12:30 pm in the Magnolia Room. Kim Chesley-Breland, Instructor.

# Hip Hop: Ages 5 -12

The hip hop class will teach basic moves to improve coordination and rhythm with fun music. One (1) person is enrolled at this time. Classes are scheduled for Tuesdays at 6:15 pm starting September 21<sup>st</sup>. Emily Self, Instructor.

# **Semi-Personal Training**

This fitness class is an educational/fitness class that will help with goal setting, motivational strategies and skills to create a healthier lifestyle. A 10-minute health-talk is followed by a 50-minute sweat session. Classes are limited to six (6) participants. There will be two classes offered, i.e. a morning class on Tuesdays and Thursdays at 10:30 am and an evening session on Tuesdays and Thursdays at 5:30 pm. Three (3) people are enrolled in the evening training session. Session starts on September 7<sup>th</sup>. Geri D'Italia, Instructor.

#### Fit Smart: Brain Games

Exercise for the brain. Find out what scientists are discovering about the brain, how it is different from its younger self and what to do to keep it strong. Games, trivia and more. Classes are scheduled for Thursdays at 9:30 am starting October 14<sup>th</sup>. Dana Brown, Instructor.

# **Writing Your Memoirs**

Everyone has a story to tell, and this class will help you get started. Each class includes instruction, examples and writing exercises. Discover how to uncover memories. Classes will be held on Tuesdays at 10:00 am starting September 7<sup>th</sup>. Six (6) people are enrolled in the writing class. Tonya McGue, Instructor.

# Miscellaneous Work Completed

- Created employee schedules.
- Met with staff and part-time employees.
- Conducted daily employee shift-change meetings.
- Made weekly deposits for Recreation Department.
- Sent The Island Eye News Recreation pictures and information, when requested.
- Updated website.
- Attended IOP Connector Run Meeting, assisted with design of sponsor program.
- · Hired new instructors for fall programming.
- Assisted with front desk duties and class check-ins.
- Working on September December 2010 Activity Guide.
- Completed fall room schedule for all upcoming classes and programs.
- Completed RecTrac for upgrade that was scheduled for August 23<sup>rd</sup> 25<sup>th</sup>. Trained part-time and full time employees on new system.
- Meetings attended, Lunch and Learn, MSDS/Hazardous materials, Fire Extinguisher training.
- Assisted with Fast Start and Youth Soccer parent/player meeting on Saturday, August 28<sup>th</sup>.
- Substituted Total Body Challenge class.

# ATHLETICS Ben Hull

# Adult Sports

# 12th Annual Half Rubber Tournament

Twenty-eight (28) teams traveling from Georgia, North Carolina and the Charleston area participated in the 12th Annual Half Rubber Tournament at the Isle of Palms Recreation Department. The double elimination tournament began at 9:00 am on Saturday, August 21st and ended at 1:00 am. Twelve (12) fields were set up in an attempt to complete the tournament on Saturday. Bohannon and Company, a team from Charleston, finished in 3rd place; the team received \$255 in gift certificates to local businesses and restaurants. Below Average, a Charleston team, fought hard for 2nd place and received \$460 in gift certificates to local businesses and restaurants. Old School, a Charleston team, was the tournament champion and received \$685 in gift certificates to local businesses and restaurants. Pictures from the tournament can be found on www.iop.net; pictures were also emailed to all participating teams. Sponsors include www.halfrubber.com, Banana Cabana, Charleston Crab House, East Cooper Sporting Goods, My Favorite Things, IOP Marina, Charleston Limo, Southend Brewery, Wild Dunes Resort, Home Team BBQ, Chic Fil A, Vintage Chariots, Hucks, Iacafano's, Bambu, Noisy Oyster, Cappriccio, Atlanta Bread Company and Windjammer. Vitamin Water and Jack's Cosmic Dogs were on-site proving drinks and food for the participants.

Adult Fall CoEd Volleyball

Registration was held August 2<sup>nd</sup> – 20<sup>th</sup> for the Fall Volleyball League. Volleyball leagues were offered in the spring, but several teams were interested in playing in the fall, and no other recreation department in Charleston County offers fall volleyball. The Captains' Meeting was held on Wednesday, August 24<sup>th</sup> at 5:30 pm. Games will be played on Sunday afternoons and Tuesday evenings starting Tuesday, September 7<sup>th</sup>. Currently, five (5) teams are registered to play in the league. Staff will be onsite to keep the books. Officials will be provided by Lowcountry Officials Association.

#### Men's Fall Softball

Registration was held August  $2^{nd} - 20^{th}$ . The Captains' Meeting will be held on Wednesday, September  $1^{st}$  at 6:00 pm. There are currently seven (7) teams registered this season. Games will be played on Monday and Wednesday evenings starting September  $13^{th}$ . Staff will be onsite to keep the books, and officials will be provided by Lowcountry Officials Association.

#### Men's Fall 3 on 3 Basketball

Registration was held August 2<sup>nd</sup> – 20<sup>th</sup>. Games will be played on Thursday evenings. There are currently four (4) teams signed up to participate this fall season. The Captain's Meeting will be held on Wednesday, September 1<sup>st</sup> at 5:30 pm. Scores and time will be kept by Recreation Staff.

Adult Flag Football

Adult pickup flag football games have been scheduled in the fall for the 1<sup>st</sup> Sunday of every month beginning on Sunday, August 1<sup>st</sup>. No participants showed up for the first session of flag football. A tournament has been scheduled for December 5<sup>th</sup>. This is an attempt to see what kind of interest IOP has in order to start an adult flag football league. Pickup games are for adults, ages 18 and older. A recreation staff member will be onsite to supervise the games.

# **Youth Sports**

#### **Fast Start**

Registration was held August 2<sup>nd</sup> – 20<sup>th</sup>. The program consists of five (5) teams with at total of fifty (50) participants, twenty-two (22) Isle of Palms residents and twenty-eight (28) non-residents. The Parent/Player Meeting was held on Saturday, August 28<sup>th</sup> at 10:00 am. Participants received parent packets, met team members and selected a Team Leader. Team Leaders, parents and participants got a chance to review drills with the Isle of Palms Recreation Staff. Activities will officially begin Saturday, September 11<sup>th</sup> and end Saturday, October 16<sup>th</sup>. The picture date is scheduled for Wednesday, October 13<sup>th</sup>. Participants will receive medals at the end of the season.

5/6, 7/8 and 9-12 year old Soccer

The Parent/Player Meeting for ages 5-12 was held on Saturday, August 28<sup>th</sup> at 11:00 am. Participants met their team members and coaches. Parents received season information packets that included season schedules, rules, upcoming events and field layouts. The last page of the packet is the Parent Code of Ethics that was signed by parents and returned to the Recreation Department to be put on file. The picture date for all age groups is set for Wednesday, October 13<sup>th</sup>.

The **5/6** age group consists of six (6) teams. There are forty (40) Isle of Palms residents and fourteen (14) non-residents participating in the program for a total of fifty-four (54) participants. The coaches' meeting was held on Wednesday, August 25<sup>th</sup> at 5:00 pm. The 5/6 year olds will practice through the month of September, and games will begin Monday, September 27<sup>th</sup>. Games will be played on Monday evenings.

The **7/8** age group consists of four (4) teams. The program has twenty-six (26) Isle of Palms residents and fourteen (14) non-residents participating in the program for a total of forty (40) participants. The coaches' meeting was held on Wednesday, August 25<sup>th</sup> at 5:15 pm. The teams will practice in the month of September, and games will begin Wednesday, September 29<sup>th</sup>. Games will be played on Wednesday evenings.

The **9-12** age group consists of four (4) teams. The skill evaluation was held on August 25<sup>th</sup> at 6:00 pm. Coaches evaluated the players and drafted teams. There are forty-one (41) Isle of Palms residents and fourteen (14) non-residents participating in this competitive league. The 9-12 year olds will practice during September, and games will begin on Monday, September 27<sup>th</sup>. There will be a tournament following the regular season. Dan Mills and Jay Frye will be refereeing these soccer games. Staff will be onsite to fill out score sheets during games.

# **Athletic Camps**

# Soccer Camp (5-13 year olds)

The Isle of Palms Soccer Camp was instructed by Suarez Soccer School. The camp was held August 2<sup>nd</sup> - 6<sup>th</sup>. The registration fee for a half day of camp was \$125, while the registration fee for the full day of camp was \$200. Registration began March 30<sup>th</sup> for IOP residents and April 13<sup>th</sup> for non-residents. Ten (10) youths registered for the half-day option, and fourteen (14) for the full-day option. Charleston Battery came to the camp to play beach soccer with the children. Campers received a camp t-shirt.

# **Athletic Events**

#### **Friday Night Hoops**

Friday Night Hoops is an opportunity for youth ages 7–12 to participate in a Friday night basketball clinic where Scottie Frier and Recreation staff supervise, instruct and play from 6:00 pm – 8:00 pm. The most recent Hoops session was offered on August 13<sup>th</sup> where three (3) players participated and learned the various skills of basketball. The upcoming session will be offered on Friday, September 24<sup>th</sup>. There is a \$10 registration fee per athlete. All participants receive a shirt, towel, magnet or duffle bag during each session.

# Friday Night Hoops Participation:

March 12 <sup>th</sup>	Session Total: 8	Isle of Palms: 1	Non Residents: 7
March 26 <sup>th</sup>	Session Total: 8	Isle of Palms: 1	Non Residents: 7
April 23 <sup>rd</sup>	Session Total: 9	Isle of Palms: 6	Non Residents: 3
May 7 <sup>th</sup>	Session Total: 4	Isle of Palms: 3	Non Residents: 1
May 14 <sup>th</sup>	Session Total: 1	Isle of Palms: 0	Non Residents: 1
June 11 <sup>th</sup>	Session Total: 5	Isle of Palms: 3	Non Residents: 2
June 25 <sup>th</sup>	Session Total: 1	Isle of Palms: 1	Non Residents: 0
July 9 <sup>th</sup>	Session Total: 8	Isle of Palms: 6	Non Residents: 2

# Saturday Sticks

Saturday Sticks is an opportunity for youths ages 7-12 to participate in a Youth Lacrosse Clinic instructed by Coach Michael Hay. Children will learn the game of Lacrosse, proper catching, throwing, passing and shooting techniques. These sessions will be held on select Saturdays from 1:00 - 3:00 pm; the clinic is free. Three (3) children participated the last session that took place July 17<sup>th</sup>. Saturday Sticks will start back up in the 2011 Spring Season.

# **Saturday Sticks Participation:**

March 13 <sup>th</sup>	Session Total:	12
March 27 <sup>th</sup>	Session Total:	15
April 24 <sup>th</sup>	Session Total:	5
Mav 8 <sup>th</sup>	Session Cancelled	
May 22 <sup>nd</sup>	Session Total:	15
June 19 <sup>th</sup>	Session Total:	3
July 10 <sup>th</sup>	Session Total:	11
July 17 <sup>th</sup>	Session Total:	3
August 28 <sup>th</sup>	Session Total:	4

# SPECIAL EVENTS Will McElheny

#### Isle of Palms Wellness Fair

The City of Isle of Palms 2010 Community Wellness Fair is scheduled for Thursday, September 16, 2010. The City has teamed up with East Cooper Medical Center to provide blood work for employees and local residents that will include a metabolic panel at a cost of only \$25.00 for those participating. Employees who have registered for blood work will be notified of their scheduled appointments 2 weeks prior to the event.

Exhibitors from last year's fair are being invited to attend; all healthcare professionals, businesses and organizations continue to confirm their participation. A range of health care professionals will be available to residents and employees; specialties included are Chiropractors, Dermatologists, Family Practitioners, Geriatrics, Gastroenterologists,

OB/GYN, optometrists, hearing specialists, nutritionists, podiatrists, dentists and weight management and research clinics. East Cooper Medical Center will provide the following free screenings and information:

- · Blood pressure checks;
- · Flu update and information;
- · Living wills and durable Healthcare Power of Attorney;
- · Prescription Brown Bag A registered pharmacist will review medications;
- · Restoring optimal mobility after illness or injury;
- · Signs of a stroke; and
- · Symptoms and risks of a sleeping disorder

#### **IOP Connector Run**

Staff is currently working with the Director on coordination of the 18<sup>th</sup> Annual Isle of Palms Run and Walk for the Child. The event is scheduled for Saturday, October 2<sup>nd</sup>. The Connector will close at 7:00 am on race morning and reopen around 10:00 am. Over 1,700 participants are expected.

#### Halloween Carnival

The Annual Halloween Carnival is scheduled for Saturday, October 30<sup>th</sup> from 5:00 pm to 7:00 pm and is a free event. Entertainment will include jump castles, a face painter, balloon artists and temporary tattoo booth. There will also be different types of carnival games, and the winners will be awarded candy and toys. The Isle of Palms Recreation Department will be giving away cotton candy and candy apples as prizes, also the Isle of Palms Exchange Club will be at this event selling concessions. The costume contests will begin at 5:30 pm; all participants will receive a participation prize. The age groups for the costume contest will be ages 1 year and under, 3 years and under, 4-5 years, 6-7 years, 8 years, 9 years, 10 years, 11-12 years and 13 years and older.

# **Holiday Card Drawing Contest**

The card drawing contest is scheduled for Thursday, November 11<sup>th</sup> from 4:00 pm to 6:00 pm for children twelve (12) and under. Recreation staff will choose a winner from the cards drawn that will be the official Recreation Department Holiday Card.

# **Holiday Craft Workshop**

On Thursday, November 18<sup>th</sup> from 4:00 pm to 6:00 pm, children ages fifteen (15) and under are invited to decorate holiday stockings. All materials will be provided. Participants must pre-register by Friday, November 12<sup>th</sup>.

#### **Additional Work Completed**

- Assisted in preparations for Activity Guide (fall/winter programs).
- Planning an holiday flotilla in the fall of 2011.

#### PARKS & FACILITIES

Shelia Redmon

# Housekeeping

- Performed routine housekeeping duties.
- · Completed monthly safety inspections.
- Cleaned and serviced maintenance equipment.
- Replaced and refilled air fresheners and other sanitary devices.
- Sanitized ice machines.
- Supervised monthly pest control service.

# Facility Preparations

 Assisted with the set-up of gymnasium and class rooms for daily scheduled programs, athletics, activities, meetings and special events.

# Interior Maintenance

- Serviced and cleaned Cardio Room equipment.
- Uncloqued toilets and drains as needed.
- Adjusted gym ceiling tiles.
- Replaced light bulbs and ballast as needed.
- Performed post summer camp deep cleaning in all rooms.
- Replaced ceiling tiles in rooms that were stained from condensation.
- Repaired two stall door locks in women's restroom.
- Supervised Berkeley Heating & Air during HVAC bi-annual preventative maintenance.
- Supervised Berkeley Heating & Air during gym unit L#2's disconnect box replacement.
- Supervised Beasley Mechanical Contractor, Inc. during gym ice machine pump motor replacement.
- Contacted Palmetto Fitness Repairs to schedule Cardio room equipment service.

#### **Exterior Maintenance**

- Inspected playground equipment and removed graffiti and wasp nests.
- Removed trash and debris from around the building.

#### Miscellaneous

- Attended staff meetings.
- Placed phone calls to and met with supply sales representatives.
- Ordered and received maintenance supplies.
- Assisted with City Message board updates.
- · Assisted with front desk duties.
- Updated the MSDS book and other maintenance records.
- Assisted with Rec. Center Annual Fire safety inspection.
- Supervised Falcon Fire System during annual fire alarm system inspection.
- Attended Fire Extinguisher Training, MSDS and City Wellness classes.

# **PARKS & GROUNDS MAINTENANCE**

Nick Bako

# **Recreation Building and Activities**

- Replaced U.S. flag.
- Completed monthly inspection reports.
- Assisted with Half Rubber Tournament and Soccer Leagues.
- Repaired "Wellness Wheel" for upcoming fair.

#### **Recreation Grounds**

- Cleaned debris and sand from parking lot
- Repaired doggie scooper box at 28<sup>th</sup> Avenue cul-de-sac.
- Conducted monthly inspection.

# **Playground**

- Leveled play area as needed.
- Removed old cement bench and table unit next to the playground.
- Weeded inside play area as needed.

# **Basketball and Tennis Courts**

- Weeded area of weeds.
- Cleaned courts for daily play.
- Emptied trash and recycle bins as needed.

# Basebali (Scalise) Field

- Reset sign for batting cage rules and replaced golf frisbee flags.
- Checked lighting.

# Softball (Clarkin) Field

- Cleared of weeds and cleared dugouts for the upcoming season.
- Replaced home plate.
- Readjusted pitching rubber.

#### Soccer Field

- Set up soccer fields for camps and games.
- Repaired netting and set up goals for upcoming camp for Soccer and upcoming games.
- Applied weed killer.
- Applied pesticides for removal and prevention fire ants and mole crickets.
- Filled field, as needed, after holes were dug from the Half Rubber games.

#### **Bark Park**

- · Filled holes as needed.
- Replenished Doggie Scoops.
- Emptied trash cans.

· Repaired fencing.

# Multi-purpose Field

• Picked up debris and maintained as needed.

# Equipment

- Washed truck and golf cart.
- Sharpened Z-master blades, as needed, and lubed.
- Repaired small mower.
- Diagnosed and repaired Z-master.

# **OPERATIONS**

# **Employee Overtime**

May 8.00 hours June 4.25 hours July 4.50 Hours

August 7.25 hours Half Rubber Tournament, Parent/player orientation,

Adult athletic captains' meetings and RecTrac training & upgrades

# **Information Boards**

	# times boards changed	<u>Time involved</u>
February	7	4 hrs 50 min
March	8	6 hrs 15 min
April	8	5 hrs 55 min
May	10	6 hrs 50 min
June	11	9 hrs 30 min
July	8	7 hrs
August	9	7 hrs