



RECREATION DEPARTMENT MONTHLY REPORT DECEMBER 2013

STAFF: Norma Jean Page, Recreation Director
Karrie Ferrell, Assistant Director (programs)
Ben Hull, Recreation Supervisor (athletics)
Miklos “Nick” Bako, Parks & Grounds Supervisor
Will McElheny, Recreation Supervisor (special events)
Shelia Redmon, Parks & Facilities Specialist
Laura Togami, Part-time Front Desk

ATHLETICS

Ben Hull

Adult Fall 3-on-3 Basketball

Twelve (12) teams participated in the Adult 3-on-3 Basketball League. Games were played on Tuesday evenings; the regular season started on Tuesday, September 10th and ran through Tuesday, November 19th. Chem South, coached by Mark Beck, finished the regular season in first place, and Royal Avenue, coached by Terry Favier, finished the regular season in second place. A single elimination tournament followed the regular season on Tuesday, December 3rd. Chem South won the tournament championship on Tuesday, December 17th and received championship t-shirts. Teams called their own fouls, and score and time were kept by Recreation Department staff.

Adult Fall 6-vs-6 Soccer

Eight (8) teams participated in the Adult 6-vs-6 Soccer League. Games were played on Tuesday evenings. The season started Tuesday, September 10th, and the final regular season game was played on October 22nd. Sneaker Miraflores won the regular season; Freeballers finished closely behind in 2nd place. A single elimination tournament followed the regular season on Tuesday, October 29th. Sneaker Miraflores won the tournament and received championship t-shirts. Games were officiated by Paradigm Assigning, while a Recreation staff member was on-site to record the outcome of the match.

Adult Fall Table Tennis Singles League

Nine (9) players participated in the league. Games were played on Tuesdays from 10:20 a.m. – 12:00 p.m. The season started on Tuesday, September 10th, and the final regular season game was held Tuesday, November 5th. Table One was set up for league matches; Table Two was set up for anyone wanting to get a league pickup game. Ted Kinghorn won the regular season with an 8-0 record. A double elimination tournament was held on Tuesday, November 12th, and Ted Kinghorn won. Games and scores were kept and recorded by the players and Recreation staff.

Adult Winter CO-ED Volleyball

Six (6) teams registered to play in the Winter Adult Volleyball League. Games were played on Sunday afternoons and Tuesday evenings; league practices were scheduled on Tuesdays and Sundays through the month of December. The regular season league will begin on Tuesday, January 7th and run through February 9th. A double elimination tournament will follow the regular season. Staff is on-site to keep the scores and supervise the gym. Regular and post-season champions will receive shirts. Lowcountry Officials will officiate games.

Youth Sports

5/6 Basketball

Registration was held October 14th to November 8th. The registration fee was \$30 for residents and \$35 for non-residents. The Coach's Meeting was held Wednesday, November 20th at 5:00 p.m. where coaches received all of their season information. The mandatory parent/player meeting was held on Wednesday, November 26th at 5:00 p.m. Parents received their season

packets and met with coaches to go over league information. The season will start on Wednesday, January 8th. Picture Day is scheduled for Tuesday, January 14th. No scores or league standings will be kept, and all participants will receive a trophy at the end of the season.

7/8 Basketball

Registration was held October 14th to November 8th. The registration fee was \$30 for residents and \$35 for non-residents. The Coach’s Meeting was held Wednesday, November 20th at 5:00 p.m. where coaches received season information, and the mandatory parent/player meeting was held on Wednesday, November 26th at 5:00 p.m. Parents received season packets and met with coaches to go over league information. The season will start on Wednesday, January 8th. Picture Day is scheduled for Tuesday, January 14th. No scores or league standings will be kept, and all participants will receive a trophy at the end of the season. Lowcountry Officials will referee the games while Recreation staff is on-site to keep score.

9/10 Basketball

Registration was held October 14th to November 8th. The registration fee was \$30 for residents and \$35 for non-residents. The skill evaluation draft was held Wednesday, November 19th at 5:00 p.m. where coaches received their season information. The mandatory parent/player meeting was held on Wednesday, November 26th at 5:00 p.m., and parents received season packets and met with coaches to go over league information. The season will start on Wednesday, January 8th, and Picture Day is scheduled for Tuesday, January 14th. Scores and league standings will be kept. Regular season champions and tournament champions will receive trophies at the end of the season. A single elimination post-season tournament will follow the regular season. Lowcountry Officials will referee the games while Recreation staff is on-site to keep score and the books.

11/14 Basketball

Registration was held October 14th to November 8th. The registration fee was \$30 for residents and \$35 for non-residents. The skill evaluation draft was held Wednesday, November 19th at 6:15 p.m. where coaches received season information. The mandatory parent/player meeting was held on Wednesday, November 26th at 5:00 p.m., and parents received their season packets and met with coaches to go over league information. The season will start on Wednesday, January 8th. Picture Day is scheduled for Tuesday, January 14th. Scores and league standings will be kept. Regular season champions and tournament champions will receive trophies at the end of the season; a single elimination post-season tournament will follow the regular season. Lowcountry Officials will referee the games while Recreation staff is onsite to keep score and the books.

Basketball Registration:

5/6 Yth Basketball Total:	33	Isle of Palms:	22	Non-residents:	11
7/8 Yth Basketball Total:	31	Isle of Palms:	19	Non-residents:	12
9/10 Yth Basketball Total:	46	Isle of Palms:	30	Non-residents:	16
11/14 Yth Basketball Total:	43	Isle of Palms:	27	Non-residents:	16

Rising Stars Basketball Clinic

This instructional youth basketball clinic was held Monday, December 2nd at 5:00 p.m. Fourteen (14) participants took part in the clinic which focused on enhancing and developing the individual skills of each participant. Coaches were given a packet that included multiple ideas, plays and a set practice schedule.

Tots Lacrosse (3-5 years old)

Tots Lacrosse is designed to teach children, aged 3-5 years old, and their parents the mechanics of lacrosse: cradling, passing, catching, shooting and scooping ground balls. One parent from each family must attend each session, and children need to bring a lacrosse stick and goggles. Sessions are held once a month from 9:00 a.m. – 10:00 a.m. The cost is \$10 for island residents and \$15 for non-residents. Henry Haggerty is the Instructor.

Miscellaneous

Assisted with Keenager luncheons on November 6th and December 4th
Attended SCRPA Conference on November 10th – November 12th
Put bows on IOP street signs and decorated Front Beach on November 20th
Set up Christmas Tree on Front Beach on November 21st
Worked the Middle School Dance on November 22nd
Completed practical training in Hazard Communication and Global Harmonization System Compliance on November 25th
Received Certified Youth Sports Administrator credential on December 3rd
Completed Concussion Training Course on December 4th
Assisted with Holiday Street Festival on December 7th
Assisted with Cookie Workshop on December 11th
Assisted with decorating the Windjammer for Christmas Party on December 12th and 13th
Helped all local agencies develop the template for the 2014 Lowcountry Masters Games

Special Events Will McElheny

Holiday Craft Workshop

Fourteen (14) children participated in the Holiday Craft Workshop on Thursday, November 14th. The event began at 4:00 p.m. in the Palmetto Room, and the children, with a little assistance from their parents, decorated Santa hats, which were all very creative. All materials and chocolate were provided.

Holiday Street Festival

The Isle of Palms Second Annual Holiday Street Festival was held on Front Beach at 2:00 p.m. on Saturday, December 7, 2013. Local organizations, businesses and restaurants participated again this year and included *The Windjammer*, *Splash*, *Coconut Joes*, *Banana Cabana*, *Luke n' Ollie's*, *My Favorite Things*, *Acme Cantina*, *Lowcountry Fun Foods*, *Long Island Café*, *Morgan Creek Grill*, *VFW*, *IOP Exchange Club*, *IOP Garden Club* and *IOP Turtle Team*.

The weather was not as cooperative this year as it was last year, but the entertainment was just as good, and maybe better. The afternoon entertainment started off with Julie Mathias and the Moultrie Middle School Chorus, followed by Cailyn Hager and Elizabeth Covington. The main entertainment and carnival stages featured groups that included *Connor Christian & Southern Gothic*, *Fowlers Mustache*, *Annalise Morelli and Weird Science*. Due to the inclement weather, *Conner Christian & Southern Gothic* finished up the night in the Windjammer. Carnival rides and activities that included a Ferris wheel, merry-go-round, scrambler, flying machines, climbing wall and photo booth were enjoyed by all until the rains came in around 5:15 p.m. Several City Council members were in attendance, and Mayor Cronin and City Administrator Tucker welcomed all in attendance and gave the final countdown to officially light the City's Christmas tree and palms trees along the street at Front Beach.

Santa's Cookie Workshop

Wednesday, December 11th beginning at 4:00 p.m., ninety-three (93) children participated in the Santa Cookie Workshop both decorating and eating free cookies. Each child was given four (4) cookies to decorate with unlimited supplies of icing and more candy than most children see all year long. Most of the participants arrived around 4:30 p.m. eager to get started on their creations. Cookie decorating supplies were available in a buffet-style line. Recreation staff members and parents helped each child pick the special candy and decorations to make their cookies unique.

Letters to Santa

"Letters to Santa" has been well received by the children attending classes at the Recreation Center. Santa received over twenty (20) letters from island children, and word has it that they had all been nice. December 13th was the last day for letters to be mailed. Santa promised to get responses back to each child before Christmas. The letters were limited to Isle of Palms children.

Ginger Bread House Decorating

On Wednesday, December 19th, twenty-two (22) children registered for and participated in the annual Ginger Bread House Decorating event. The event began at 4:00 p.m. and was held in the Magnolia Room. Children decorated and put together their own ginger bread houses with unlimited supplies of icing and candy. Recreation staff assisted the children in putting their houses together. Just like the Santa Cookie Workshop, the participants went through a buffet-style line to get their decorating supplies. Parents were very appreciative of this event as it offers families the chance to decorate ginger bread houses for Santa without creating a mess in their own homes.

Upcoming Events

Doggie Day at the Rec

This event is scheduled for Saturday, February 1, 2014. A veterinarian will be on hand to offer rabies vaccinations, and the Isle of Palms' Animal Control Officers will be selling dog tags at the Bark Park throughout the day. The Doggie Day competitions will begin at 10:00 a.m.; owners may register their dogs in one (1) of the following categories:

Mystery Mutt (small and large breed)	Most Unusual Breed
Most Ear-Resistable	Best Tricks
Most Attractive (1 year and older)	Cutest Puppy (under 1 year)
Best Smile	Best Rescue Male
Best Rescue Female	Best Eyes
Best Costume	

The winner in each category will compete in the **BEST IN SHOW** competition following the individual competitions.

Cupids Card Shoppe

Cupids Card Shop will be held on Thursday, February 8th at 4:00 p.m. The children will be given materials that include ribbon, glitter, glue stickers, markers and colored pencils to decorate Valentine cards for loved ones.

Miscellaneous

Assisted with Keenager Luncheon on December 4th
Attended SCRPA Conference on November 10th – November 12th
Put bows on IOP street signs and decorated Front Beach on November 20th
Set up Holiday Christmas Tree on Front Beach on November 21st
Worked the Middle School Dance on November 22nd
Completed practical training in Hazard Communication and Global Harmonization System Compliance on November 25th
Assisted with decorating the Windjammer for Christmas Party on December 12th and 13th

PROGRAMS AND CLASSES

Karrie Ferrell

Babysitting Course

Due to staffing changes with the American Red Cross, babysitting classes will resume in May 2014.

Ballet

November 4th – December 9th session of ballet had five (5) participants in the class. The next session of ballet is scheduled to start Monday, January 6, 2014. Classes are held on Mondays from 12:30 p.m. – 1:00 p.m. Kim Chesley-Breland, Instructor.

Boater Education

No classes are scheduled at this time.

BOSU Training/Core & More

November Session: Wednesday/Friday 10:30 a.m. – 11:30 a.m. Ten (10) people participated in the class. Three (3) paid for the session, and all others paid by the class.

December Session: Wednesday/Friday 10:30 a.m. – 11:30 a.m. Five (5) people participated in the class. One (1) paid for the session, and all others paid by the class.

November Monday/Wednesday: 5:30 p.m. – 6:30 p.m. Fourteen (14) have been participating; five (5) paid for the session, and all others are paying by the class.

December Monday/Wednesday: 5:30 p.m. – 6:30 p.m. Ten (10) have been participating; three (3) paid for the session, and all others paid by the class.

November Saturdays: 9:30 a.m. – 10:30 a.m. Seven (7) people have been participating in the class; one (1) paid for the session; all others are paying by the class.

December Saturdays: 9:30 a.m. – 10:30 a.m. Four (4) people have been participating by the class. Class fees are \$64 for Isle of Palms' residents and \$69 for non-residents, or a \$10 walk-in fee. Isle of Palms' employees can take the class for free as a part of the Employee Wellness Program. Jeromy Miller, Instructor.

Gather Knit & Stitch

November & December: Six (6) women have been attending the Gather Knit & Stitch program that is held on Mondays from 10:00 a.m. - 11:30 a.m. in the Lobby.

Gymnastics

Eleven (11) children participated in the gymnastics session scheduled October 22nd – December 3rd. The next session of gymnastics is scheduled to begin Tuesday, January 7th at 3:30 p.m. Classes teach basic tumbling, balance beam and mini-bars. Tricha Tapio, Instructor.

Hablamos Espanol

Three (3) children participated in the Hablamos Espanol class. Class was held November 7th – December 19th at 12:15 p.m. No classes are scheduled for January. Andrea Woolum, Instructor.

Jump Start 4-year old Pre-K program

The 4-year old pre-K program continues to run smoothly. The Monday/Wednesday/ Friday classes are full with ten (10) children, and the Tuesday/Thursday classes have six (6) participants. Interested participants can join the Tuesday/Thursday class anytime. Robin Lee, Instructor.

Kid's Night Out

Eighteen (18) children participated in the Kid's Night Out activity scheduled on Friday, December 13th. The activity was held from 6:00 p.m. – 8:30p.m.; participants watched the movie *Turbo*, played games in the gym and were given pizza for dinner. Recreation staff supervised activity.

Lil Sports Fit

Four (4) children participated in the Lil Sports Fit activity on Friday, November 8th. The December session was cancelled due to low participation. Children ages 3 years old are exposed to sports in a fun atmosphere. Corinne Enright, Instructor.

Line Dancing

Six (6) women have been attending line dancing that is held on the 1st and 3rd Friday of the month at 10:00 a.m. – 12:00 p.m. Classes are free and open to everyone who enjoys dancing. Classes are instructed by students.

Little Lotus Yoga

The November session was cancelled due to low participation. The next session of Little Lotus Yoga will be offered Wednesday, January 8th at 12:30 p.m. Jennifer Rogers, Instructor.

Mah Jongg

Eight (8) people participated in Mah Jongg during the months of November and December. The activity is held on Mondays at noon in the Magnolia Room.

Middle School Dance

Two hundred eighty-five (285) middle school students attended the Middle School Dance held on Friday, November 22nd. The dance was held from 7:00 p.m. – 9:30 p.m. The next dance is scheduled for Friday, January 10th and is \$5 at the door. DJ, jump castles and concessions will be provided for participants. The dance is supervised by Recreation staff with the support of the Police Department.

Mommy & Me/Daddy & Me

Twenty-eight (28) participated in the toddler and parent play group that meets on the second Wednesday of the month from 9:30 a.m. – 11:00 a.m. Thirteen (13) parents and fifteen (15) children from the Charleston area attended; the program is free and open to children 3 years and under.

Mommy & Me Yoga

No one has participated in the December Mommy & Me Yoga. Classes will be offered again in 2014. Jennifer Rogers, Instructor.

Pilates

Pilates classes have been cancelled due to lack of participation.

School's Out Activity

A School's Out Activity was held on Monday, December 30th with thirty-eight (38) participants. The next School's Out Activities are scheduled for Thursday, January 2nd and Friday, January 3rd. Children will be given the opportunity to participate in a snowball fight and play dodge ball games, basketball games, and relays and tag.

Semi-Personal Training

November & December: All sessions of Semi-Personal Training are full with six (6) participants. Classes are held on Tuesdays and Thursdays at 9:30 a.m., 10:30 a.m. and 5:30 p.m. and are held in the Cardio Room and High Tide/Low Tide Rooms. Geri D'Italia, Instructor.

Senior Aerobics – Over-50 Fitness

Class will be held on Tuesday and Thursday at 3:00 p.m. starting Tuesday, January 7th. Judy Fischer, Instructor.

Tae Kwon Do

Youth Participation: November & December: Six (6) children have been participating in the youth classes held on Saturdays in the gym at 9:00 a.m. New participants can join the youth class in January, June and September.

Adult Participation: November & December: Eighteen (18) adults have been participating in classes offered Saturdays in the gym from 11:00 a.m. to 12:00 noon, Wednesdays in the gym from 7:00 p.m. to 9:45 p.m., and Mondays in the Magnolia Room from 6:30 p.m. to 7:30 p.m. Adults can join classes at any time.

Two (2) new Tae Kwon Do classes will be offered starting January 2014. A family class will allow parents to participate with their children on Saturday mornings; adult participants will also be able to join in the Monday and Wednesday evening classes. Senior Tae Kwon Do will also be offered on Saturday mornings; classes will be geared to geriatric participants working to improved strength and balance. The senior class will be taught by board certified geriatrics physician Dr. John Emmel and Debbie Gessert will assist.

Tai Chi/Qigong

Four (4) people have been participating in the Tai Chi classes held on Tuesdays at 11:00 a.m. in the Palmetto Room. The class has a \$10 walk-in fee. Connie Cossetti, Instructor.

Tennis

Tiny Tennis November: Ten (10) 3-4 year olds are participating in the tennis program. Due to the popularity of the program, the class has been split into two (2) classes that are held on Mondays and Thursdays from 4:00 p.m. – 4:30 p.m. and 4:30 p.m. – 5:00 p.m.

Youth Tennis - Beginner Class: Eight (8) 5-8 year olds are participating in the youth beginner tennis classes that are held on Mondays and Thursdays from 5:00 p.m. – 6:00 p.m.

Youth Tennis - Intermediate Class: Seven (7) 8 -10 year olds are participating in the more advanced tennis class. Classes are held on Mondays and Thursdays from 6:00 p.m. – 7:00 p.m. Corinne Enright, Instructor.

Tiny Tots 3-year old Pre-K program

The 3 year old pre-K program is full with ten (10) participants enrolled Monday - Friday. Classes are held August – May at 9:00 a.m. – 12:00 p.m. Cathy Adams, Instructor.

Total Body Challenge (TBC)

November & December: Twelve (12) people participated in morning aerobics classes held Monday – Friday at 8:00 a.m. to 9:00 a.m. in the High Tide/Low Tide Rooms. Pat Boyd and Angela Reinhardt, Instructors.

Wellness Workshops

The next wellness workshop will be held on Thursday, January 16th at 2:00 p.m. The workshop will be focused on Balance & Strength. Judy Fischer, Instructor

Writing from Memory

The next session of Writing From Memory is scheduled to start on Tuesday, February 18th. Sara Thomason, Instructor

Yoga - Afternoon

November & December: Four (4) people participated in the class, and all participants paid by the class. Classes were held on Tuesdays and Thursdays in the High Tide/Low Tide Rooms from 12:30 p.m. – 2:00 p.m. Pat Boyd, Instructor.

Yoga - Evening

November: Ten (10), December: Fourteen (14) people participated in the evening yoga classes. Classes are held on Wednesdays at 5:30 p.m. – 6:30 p.m. Jen Schoolfield, Instructor.

Yoga – Morning

November: Sixteen (16), December: Nine (9) people participated, and all paid by the class. Classes are held on Mondays, Wednesdays and Fridays at 9:15 a.m. in the High Tide/Low Tide Room. Pat Boyd, Instructor.

Yoga – Saturday

November: Eight (8), December: Five (5) people participated in the classes held on Saturday mornings from 10:00 a.m. - 11:15 a.m. in the Palmetto Room. Jen Schoolfield, Instructor.

Zumba

November & December: Twenty-five (25) people participated. Participants could attend four (4) classes for \$25 or eight (8) classes for \$50; participants also had the option of paying \$8 per class. Classes were held Mondays and Wednesdays at 6:45 p.m. in the High Tide/Low Tide Room. Dale Ellison, Instructor.

Miscellaneous Work:

- Created employee schedules.
- Processed time-cards for employees and instructors.
- Met with staff and part-time employees.
- Conducted daily employee shift change meetings.
- Sent *The Island Eye News* Recreation pictures and information, when requested.
- Set up classrooms for programs and special events.
- Revised room schedules and calendars to accommodate classes.

- Updated Recreation portion of website and calendar.
- Updated Rec Trac with classes for Winter Activity Guide for January – April 2014.
- Assisted with the Holiday Street Festival on Saturday, December 7th.
- Working on Activity Guide for May – August 2014.
- Preparing job duties and work folder for maternity leave, anticipated leave to begin in February.

COMMUNITY SPECIALIST

By Laura Togami

Daily Responsibilities

- Completed opening procedures and reported damages to supervisor.
- Readied classrooms for next program when supervisors unavailable.
- Updated Department's media center as needed.
- Registered class participants, answered phones and welcomed visitors.
- Updated daily front desk information folders.
- Monitored security cameras.
- Managed the sign-in sheets for gymnasium and Cardio Room.
- Answered questions regarding current and upcoming programs/events.
- Assisted the Director and other staff members on a regular basis.
- Participated in staff meeting.
- Continued to post and update events and activities onto community calendars and media outlets event sites/contacts.
- Worked in Microsoft Publisher to complete following months main and room calendars that display daily programs and activities being held.
- Showed first-time visitors around Recreation Center and introduced them to all of our accommodations and programs that are available.
- Monitored coffee station for refills and clean up as needed.
- Assisted with updating and maintaining the Recreation portion of the City website.

Other Duties

- Located and entered special events/newspaper articles into binder.
- Matched invoices to purchase orders and then filed.
- Maintained lost-and-found folder and bins.
- Completed and sent out weekly PSA's.
- Contacted vending machine operators to report problems or refill request.
- Completed housekeeping duties when supervisor was unavailable.
- Updated Gymnasium/Cardio Room bulletin boards with upcoming classes/event flyers.
- Created and updated Activity flyers for the media center.
- Help to decorate the Recreation Center for Christmas.
- Contacted class participants to let them know about changes in class schedules.
- Called "Keenagers" to notify them of December's meeting date, etc.
- Assisted Events Supervisor in responding to approximately 25 children, who wrote letters/lists to Santa for Christmas.

Most Frequently Asked Questions

“Where is the Street Festival going to take place?”

“Is there open gym today? What times?”

“What days are you open for the holidays?”

Most Frequent Unsolicited Comments

“Your Christmas decorations look great!”

Front Desk Summary: Monday – Friday

Cardio Room Usage: 113	Open Gym Participants
Phone Calls: 265	Residents: 81
Walk-Ins: 325	Non-residents: 126

PARKS & FACILITIES

Shelia Redmon

Housekeeping

- Performed routine housekeeping duties.
- Completed monthly safety inspections.
- Cleaned and serviced housekeeping 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 classrooms for daily scheduled programs, athletics, activities, meetings and special events.

Interior Maintenance

- Serviced, lubricated and cleaned Cardio Room equipment.
- Unclogged toilets and drains as needed.
- Replaced light bulbs and ballasts as needed.
- Performed holiday break deep-cleaning of the Minnow and Tadpole rooms.
- Machine scrubbed and clear coated Gym floor.
- Repaired Cardio Room slide window.

Exterior Maintenance

- Inspected equipment, collected lost & found items and removed debris around the playground.
- Removed trash and debris from around the building.

Miscellaneous

- Attended staff meetings.
- Placed phone call to and met with supply sales representatives.

- Ordered and received maintenance supplies.
- Updated the maintenance records.
- Assisted with updating the City Information Boards.
- Contacted and met with several painting contractors to request estimated quotes for Expansion exterior repaint.
- Attended city GHS training class.
- Assisted with the Holiday Street Festival special event.
- Contacted Carolina Gas to pressure test and fill gas tank.

PARKS & GROUNDS MAINTENANCE

Nick Bako

Recreation Building and Activities

- Re-secured chin-up bar in gym next to storage room.
- Scraped, primed and painted the propane tank.
- Re-attached wires for popcorn machine so bulb works properly.
- Tightened P-trap under sink in the work room.
- Fabricated plywood 40"x30" for the underside of portable goals in Gym for support.
- Replaced tiles in gym flooring as needed.
- Installed new mini blinds for High Tide/Low Tide Rooms.
- Completed monthly reports.
- Updated equipment inventory and manuals for equipment.
- Cleaned trash receptacle toppers at entrance to building.
- Helped with activities and events as needed Keenagers, Middle School Dance, Holiday Street and other holiday festivities.
- Replaced several bulbs in the pedestal lighting for walkways.

Recreation Grounds

- Painted handicap parking cement bumper stops in front of building.
- Trimmed oaks at front of building and cleared around security cameras.
- Scraped/primed and painted yellow curbing at roundabout.
- Trimmed shrubs at all sides of building and playground.
- Lubed all outside locks.
- Trimmed oak trees on 27th Avenue.
- Painted 4"x4" posts along 29th Avenue.
- Cleaned complex parking lot.
- Filled in low areas at picnic shelter with topsoil to level.
- Pressure washed floor at the picnic shelter, front of building walkway and back exterior of the building.
- Cleared storm drains around building.
- Trimmed all Sago palm fronds and moved some of the offshoots.
- Trimmed oak at entrance to building.
- Cut up large limb that fell over the Christmas holidays.

Playground

- Re-secured border spikes as needed.
- Raked and leveled playground mulch as needed several times in the month.
- Sprayed for fire ants in playground area.

Basketball and Tennis Courts

- Replaced timer on court lights.
- Kept tennis courts clean as needed daily.
- Replaced nets on basketball court.
- Trimmed shrubs surrounding the tennis court.
- Re-secured signage at the tennis court.
- Removed yellow jacket hive from shrubs at tennis courts.

Baseball (Scalise) Field

- Applied weed killer to areas in dugout.
- Groomed field as needed.

Softball (Clarkin) Field

- Applied weed killer in dugout.
- Secured sign on gate.
- Installed lacrosse netting in field.
- Removed backstop screen.

Soccer Field

- Filled divots and holes on field.
- Installed new pressure switch for the well pump.
- Seeded field with winter rye.
- Applied 21-0-0 fertilizer to field.

Bark Park

- Repaired lid on doggie scooper box.
- Filled holes as needed.
- Made repairs to fencing as needed.

Multi-purpose Field

- Picked up debris and maintained as needed.
- Filled areas in field to make level.
- Removed and stored small soccer goals.
- Moved bleachers back to baseball field.

Equipment

- Installed new spring tines on the ball field groomer.
- Washed all vehicles.
- Installed new garden hose reel at maintenance shed.
- Replaced Z-Master mower tire and rim.

- Assembled and installed new floor fan into the High Tide/Low Tide Room.
- Serviced golf cart batteries.

OPERATIONS

Overtime:

December	3.75 hours of overtime Youth basketball skill evaluations, parent/player meetings, Holiday Street Festival, numerous holiday workshops and Kid's Night out
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Building was available:

December	264 hours
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RFB Submittals for the Replacement of Softball Field Fencing:

On Tuesday, December 10th, the bids for the Softball (Clarkin) Field fencing were opened at 10:00 a.m. in Council Chambers. Three (3) contractors submitted bids;

Byrd's Taylormade Fence	\$36,400
Maner Builders Supply, Co	\$41,824
AAA Fence Company	\$45,980

Recreation staff will make a recommendation at the January Recreation Committee Meeting which is scheduled for Monday, January 13th at 4:00 p.m.