

Graham Recreation and Parks Commission
Director's Report for February '22

- I. COVID-19** - The GRPD continues to monitor changing conditions and prepare various program and facility plans to best serve our community. The Historical Museum Board voted to no longer require masks for visitors at the Museum.
- II. Present Projects**
 - a. Shelter #2 @ Cooke Park** - The Public Works Department plans to begin removal of the debris from the shelter fire. Park Div. staff is planning for a new shelter and surrounding grounds.
 - b. Graham-Mebane Lake Master Plan** - No additional updates have been received.
 - c. 200 North pocket park** - No additional work has been completed.
- III. Future Projects**
 - a. Multi-purpose Complex @ GRP** - AWCK is scheduled to survey the site later in the winter to mark the center line of the entry road. This will allow Public Works to begin clearing and grading a road to the back of the property.
 - b. Dog Park additions** - I was forwarded the contact info for a former Alamance County resident interested in donating money to a dog park project to memorialize her mom. GRPD staff are brainstorming potential projects, I will follow-up with the potential donor in mid-March.
 - c. Cabin at Cooke Park** - Plans to reimagine/renovate the cabin remain paused.
- IV. Policies/Manuals**
 - a. Sponsorship** - Work on the development of a departmental sponsorship policy is progressing.
 - b. Tree Maintenance Manual** - The Parks Division has created a quad system to systematically review the status of the park trees at Cooke and S. Graham parks.
 - c. G/M Lake Operations Manual** - An operations manual draft should be submitted by mid-May.
- V. Historical Museum Attendance** - 10 signed the guest book in February.
- VI. Outside Committees**
 - a. Friends of GRPD** - no meeting in February.
 - b. Wellness Collaborative** - no meeting in February.
- VII. Staffing**
 - a. Open positions** - Multiple positions across the GRPD remain open. Supervisors are currently reviewing the few applications and interviewing qualified candidates. The department is currently advertising the following part-time positions:
 - i.** Parks-Athletic Facilities - General Maintenance Worker
 - ii.** Athletic Facility Attendant
 - iii.** Lake Attendant
 - iv.** Recreation Facility Maintenance Worker and Recreation Facility Attendant
 - v.** Day Camp Counselor, Day Camp Asst. Director and Day Camp Director

VIII. Financial Summary

Recreation Division

Weight Room/Open Play	\$33.00
Civic Center rentals	\$340.00
Maple St. Center rentals	\$210.00
Chair/Table rental	\$11.00
Summer Day Camp	\$8,953.75
Shelter rental	\$300.00
Lacrosse	\$100.00
Soccer	\$2,622.50
Basketball	\$25.00
Baseball (T-ball)	\$1,590.00
Softball	\$522.50
Grow Golf Now	\$27.50
Donations	\$10.00
Total	\$14,745.25

Lake Division

Fishing Boat launches	\$507.00
Non-Motor Boat launches (Kayak/Canoe)	\$15.00
Ski Boat launches	\$0.00
Jon Boat rentals	\$15.00
Kayak/Canoe rentals	\$0.00
Bank Fishing	\$119.00
Bait/Supplies	\$10.50
Shelter rental	\$0.00
Tournaments (Big Bass)	\$650.00
Annual Permit (motorized)	\$2,310.00
Annual Permit (non-motorized)	\$90.00
Other (Misc.)	\$0.00
Total	\$3,716.50

Programs & Events Report

GRAHAM RECREATION & PARKS COMMISSION
February 2022 Report

Emma Griffin
Program Supervisor
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Current Programs

- First Responder Friday
 - General Information
 - Collaborative program with the Fire and Police Department
 - Occurs the fourth Friday each
 - Goal: to connect and engage with the community to foster good relationships and market programs
 - February 25
 - Graham Housing Authority
 - Cates Circle: 10:00 – 11:00
 - Sarah Williams Avenue: 3:00pm – 5:00pm
 - March 25: South Graham Park, 3:00pm – 5:00pm

Upcoming Programs

- Cottontail Crawl
 - General Information
 - April 2: 6:00pm – 9:00pm
 - Registration Opens March 7
 - Registration Fee: \$5
 - Maximum of 100 participants
 - Supporting Businesses:
 - Calming Hands
 - 64 Harvard
 - The Muse
 - The Verdict

"We are not on Earth to see how important we can become. But to see how much difference we can make in the lives of others."

-Gordon B. Hinckley

- Whit's Frozen Custard
 - Little Brother Brewing
 - Graham Historical Museum
 - Green & McClure Furniture
 - Powercade Arcade + Bar
 - Participants will follow a Downtown Scavenger Hunt using clues to take them to each location.
 - All participants who complete the crawl will be entered into the prize drawings
- Graham Hall of Fame
 - General Information
 - Saturday, April 9, 2022
 - Graham Recreation Center
 - Tickets are available on Community Pass and purchase at the Recreation Center (beginning March 11)
 - Next meeting: March 17
 - Proof video and finalize details
- Summer Camp
 - General Information
 - Dates: May 31 – August 19
 - There are 5 counselors confirmed returning this summer and 3 substitute counselors. I will need to hire at least 2 more counselors, one assistant directors, and one director. The jobs have been posted
 - Registration will open to past participants on February 7 and then advertised to the general public to open March 7.
- Slice of Summer
 - General Information
 - June 18
 - Have confirmed dates with Police and Fire. Email sent to Water.
 - Bounce House and water attractions, music, photobooth, food trucks, etc.
 - Food Truck applications release mid-March
- 9/11 Commemorative 5K Event
 - General Information
 - Saturday, September 10: 7:00am – 12:00pm
 - 5K, 1 Mile Run/Walk, First Responders Team Cup, Blood Drive, Kid's activities
 - Donations to: Children of Fallen Heroes
 - Registration expected to open late- June

Professional Development

- NRPA
 - Cancelled due to COVID-19: NRPA Event Management School January 16-21, 2022
- "We are not on Earth to see how important we can become. But to see how much difference we can make in the lives of others."

-Gordon B. Hinckley

- Planning to attend the NRPA Supervisor's Management School in November

Committees

- Safe Kids
 - Next Meeting: Monday, March 14 at 10:00 am to discuss spring initiatives
 - Still meeting via Zoom

Miscellaneous

- Salvation Army Boys and Girls Club After School Program
 - We are partnering with SABGC to host an After School program at the Graham Recreation Center
 - Began September 7
 - Pick up from North Graham Elementary, South Graham Elementary, and River Mill Academy
- Potential Programming
 - "School Day Off" Trips (on ABSS Teacher Workdays – "Student Playday"?)
 - Street Events on West Elm, concerts, etc.
 - New Year's Eve Event for 2022 (big goal!)
 - Downtown Music/Arts Festival

"We are not on Earth to see how important we can become. But to see how much difference we can make in the lives of others."

-Gordon B. Hinckley

"If bread is the first necessity of life, recreation is a close second."

- Edward Bellamy

"The highest human act is to inspire."

- Nipsey Hussle

Athletics Report

GRAHAM RECREATION & PARKS COMMISSION
February 2022 Report

Marquis Graves
Athletics Supervisor
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Programming:

- Winter 2021 - 2022 Athletic Programs:
 - Youth Basketball – Youth Basketball season ends in late February. The following age groups will have some sort of post season tournament:
 - 8U Boys
 - 8U Girls
 - 10U Boys
 - 10U Girls
 - 12U Boys
 - 13U Girls
 - The following partnerships will be used. Playoff formats are also detailed below for certain age groups and partners. (5U, 8U & 10U are all handled in house):
 - 6U – Partners with Gibsonville Parks and Recreation. Staff or coaches act as officials for this age group. Games consist of four 8 – minute quarters.
 - 8U Girls – Partners with Alamance County teams. Paid officials are used for this age group. Games consist of four 8 – minute quarters.
 - 10U Girls - Partners with Alamance County teams. Paid officials are used for this age group. Games consist of four 8 – minute quarters. Playoffs for this age group will consist of a single elimination tournament of 7 teams.
 - 12U Boys – Will only partner with Gibsonville Parks and Recreation during the playoffs. Paid officials are used for this age

group. Playoffs for this age group will consist of a single elimination tournament of 4 teams.

- 13U Girls – Partners with Alamance County, Burlington, Gibsonville and Mebane Parks and Recreation. Paid officials are used for this age group. Games consist of four 8 – minute quarters. Playoffs for this age group will consist of a single elimination tournament of 6 teams.

- Other Information:

- Playoffs will begin the first week of February.
- There will be a running clock for all age groups.
- Games held in Graham will be at the Graham Recreation Center only. Do to staffing issues we will not utilize Ray Street gym for games.
- Staff will utilize the microphone during playoffs to offer play-by-play and announce players before the game.

- Upcoming Athletic Programs:

- Registration is open for Spring Soccer, Lacrosse & Baseball, Softball & T-Ball
- Practice information for Spring Sports has been sent out.
- Roster creation for Soccer & Baseball has also begun.
- Soccer & Lacrosse will begin in early March and take place only at Bill Cooke Park.

Safety Measures:

- For COVID safety measures, guidelines from NCDHHS will be given to parents of participants.
- Parents must also read and sign off on the Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19 upon registering their child for any athletic program. The waiver can be found here https://register.capturepoint.com/reg_adm/view_policy.cfm?s=le9MCvvRzcw%3D&t=21227281&policy_version_id=4227
- All individuals entering the Graham Recreation Center and/or Ray Street Academy are asked to wear masks. Active participants, such as coaches and players, will not be required to wear masks when on the court.
- During games, players on the bench will be required to wear a mask but may remove them when they are subbed into the game.
- All coaches have been asked to complete a background check before being able to coach in any sport with the City of Graham.
- There will not be a masks requirement for outdoor sports for players, coaches or spectators.

Graham Recreation and Parks Commission

Centers Report – February 2022

Vicky Braniff, CPRP



Facility Updates:

Recreation Center:

Installed a new LED Emergency Exit Light at the rear exit of the building. The water fountain was repaired by Tel and Travis who installed a new combination boot and drain kit. Updated occupancy signs were posted in the gyms and rooms throughout the Recreation Center. The ice machine was drained and cleaned inside and out. The replacement of new blue tile around the bleachers was completed. The inside safety doors malfunctioned and WIFI was out when the Center was opened one morning. The alarm was still functioning and we accessed the building through the door in the small gym. IT was contacted and determined the problem was a bad switch that could be fixed by updating the software. It was updated that evening which completely fixed the problem. Letters have been ordered to complete the "No Dunking" lettering on the rest of the new basketball backboards and will be installed in March. The Alamance County Community Services will return in April instead of March as originally planned. The Recreation Center will be an early voting site for the Federal and State Primary Elections April 28-May 14.

Civic Center:

Replaced the glass window in the door between the main room and hallway. Updated occupancy signs were posted.

Current Groups using the Civic Center:

- ✚ Alamance County Veterans (ALCO) - 1st Wed per month 6:00pm-7:00pm
- ✚ Alamance/Burlington Newcomers Club-2nd Tues per month 9:00am-12:00pm
- ✚ Graham Rotary Club-1st & 3rd Thurs per month 11:30am-1:30pm
- ✚ Juvenile Crime Prevention Council (JCPC)-3rd Tues per month 12:00pm-2:00pm
- ✚ Alamance County Blood Drive-3rd Fri every other month 8:30am-3:30pm
- ✚ New Faith Covenant Ministries-Sundays 11:00am-12:00pm
- ✚ Graham Police Department-various meetings and trainings
- ✚ Graham Fire Department-various meetings and trainings
- ✚ Graham Area Business Association-quarterly meeting-last Monday of the month 6:00pm-7:00pm

Maple Street Center:

Updated occupancy signs were posted. A new group called Benesch Practice Group started meeting on Thursday evenings from 6:00-7:00pm. This is a group of about 12 women meeting for practices before entering pageants.

Current groups using Maple Street Center include:

- Maple Street Line Dancers: Mon and Tue 9am-11am Instructors: Carolyn Gantt and Frances Woodlief
- The Troxlers-Ballroom Dance Practice: Wed 9:30am-10:30am
- The Popowskys-Ballroom Dance Practice: Wed & Fri 7:30pm-8:30pm
- Alamance Arts-Barn Quilt Painting Class: 2nd Saturday per month 8:30am-12:30pm
- Alamance Arts-Liquid Art Class: 4th Saturday per month 8:30am-12:30pm
- TOPS: 1st and 3rd Tuesday per month 5:30pm-6:30pm
- Lifepoint Church: Sundays 10:30am-12:00pm
- Alamance County War Memorial Committee: 2nd Monday per month 7:30pm-8:30pm
- Benesch Practice Group: Thursday 6:00pm-7:00pm

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Park Shelters:

All shelters are for use on a first-come, first serve basis. Online registration for shelter reservations went live on February 1 in Community Pass. Shelters are available for rent April 1-October 1.

Revenues			Attendance	
Recreation Center	\$33.00		Recreation Center	274
Civic Center	\$260.00		Civic Center	203
Maple Street Center	\$345.00		Maple Street	262
Athletics	\$125.00		Basketball Program	1829
Shelters	\$300.00		ABSS Pre-School Therapy	101
Tables and Chairs	\$11.00		SABGC After School Program	572
TOTAL	\$1074.00		TOTAL	3241

Committees/Boards:

Alamance/Burlington Senior Games: All events are scheduled for in-person with adjustments for COVID-19. Athletic Competitions: March 28-May 13. SilverArts: Literary, Heritage, Visual Competition: March 29-30. SilverArts: Performance Competition: May 12.

North Carolina Senior Games: 53 Local Games are happening across the state and State Finals venues and dates have been confirmed.

Alamance County Emergency Management Shelter Workgroup: attended quarterly meeting via Zoom. Topics discussed were updates from Graham Hotel Fire and Sheltering Plans including preparation for ice storms, inventory list, new and present shelter locations, partner updates, shelter services and staffing.

Safety and Wellness Executive Committee: n/a

TR Community Training: n/a

Misc:

- Working basketball practices and games
- Watched City Council Meeting via YouTube
- Attended NCSG Sports Management Clinic
- Registered for the TR Conference and NCRPA Supervisors Workshop
- Submitted 2022-2023 CIP requests to the Director
- Renewed NRPA CPRP Certification



Graham-Mebane Lake Report, February 2022

Graham Recreation and Parks Department



Graham-Mebane Lake opened our 2022 season on Friday, February 4th. We had a very good February – one of our best. The weather cooperated (mostly) for which we are grateful. Fishing was poor early, but some trophy-sized bass were caught in the middle of the month.

Our price changes were accepted with little comment, though the change away from a per person fee met with universal approval. The addition of the non-motorized and bank fishing annual permits drew positive remarks also. The Lake returns to its open six days a week schedule on March 1st.

February Lake Highlights

- The lake facility passed its Fire Code inspection.
- We held a lake staff meeting on the 1st.
- We switched from a 'swipe' credit card reader to a 'tap' reader – customers have been appreciative of this change.
- The Lake remains in hiring mode – at least one new lake attendant is needed.
- Twenty-seven Annual User Fee Permits were sold, (plus eight given as prizes in the 2021 Big Bass Tournament).
- We signed up 20 entrants in the Big Bass Tournament. A new option to the BBT this year is the Second Chance Tournament, where the 8 anglers with the biggest bass that do not win a BBT month compete in a qualifying tournament with the winner moving on to the BBT Fish-Off. It is hoped that Second Chance will add a level of excitement/interest to the BBT and provide an opportunity for anglers that are just short of winning a month to compete in a tournament and possibly, the Fish-Off.



Rodney Pruitt with one of the three trophy-sized bass he caught in February

By the Numbers (2021 in parentheses)

Boat Launches:	124 (63)	Customers	367 (231)
Motorized Boats:	117 (57)	All Boaters:	174 (104)
Ski Area Launches:	0 (0)	Motorized:	167 (97)
Non-motorized Boats:	7 (6)	Non-Motor. Boaters:	7 (7)
Seniors/Disability:	11 (6)	Bank Anglers:	50 (40)
Using Annual Permit:	56 (15)	Vessel Renters	1 (0)
Vessels Rented:	1 (0)	Passive Visitors:	142 (87)

Steve Hadden, CPRP
Lake Warden, Graham-Mebane Lake
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Graham-Mebane Lake Monthly Financial Report

Graham Recreation and Parks Department



February 2022

Days Open: 12

Daily Activity from Staff Reports:

Date	Boats	Visitors	Daily User Fees:				Fishing		Vessel	Tourn.	Over	Total \$
			Motor.	Ski Area	Non-Motor.	Bank	Bait	Supplies	Rental		Under	
1												
2												
3												
4	3	15	158.00			6.00				35.00		\$199.00
5	3	21	223.00			4.00				95.00		\$322.00
6	9	15	278.00		48.00					70.00		\$396.00
7												
8												
9												
10												
11	14	29	312.00			1.00		4.00		70.00		\$387.00
12	31	78	511.00		6.00	39.00			15.00	110.00		\$681.00
13	3	7	18.00									\$18.00
14												
15												
16												
17												
18	5	18	269.00			6.00	3.50			35.00		\$313.50
19	9	37	307.00			16.00						\$323.00
20	11	48	296.00			12.00		3.00		105.00		\$416.00
21												
22												
23												
24												
25	15	37	236.00		51.00	5.00				130.00		\$422.00
26	15	46	164.00			30.00						\$194.00
27	6	16	45.00									\$45.00
28												
Totals: 124 367			\$2,817.00		\$105.00	\$119.00	\$3.50	\$7.00	\$15.00	\$650.00		\$3,716.50
Total Daily User Fees: \$3,041.00												

Deposit Receipts:

Lake Deposits: cash/checks	\$2,516.50
CommPass Deposits: credit cards	\$1,200.00
Other:	
RECEIPT TOTAL:	\$3,716.50

Marketing Report

GRAHAM RECREATION & PARKS COMMISSION

February 2022 Report



Contact: Brandy McCandless

Title: Marketing Supervisor

Phone: (336) 513-5510

Email: bmccandless@CityofGraham.com

"When life kicks you, let it kick you forward."

— Kay Yow, Hall of Fame basketball coach and former NC State women's basketball coach

Division Projects Completed

- Updated Current GRPD Handouts: Places to Walk in Graham, Reserve A Park Shelter, Flagstone Pavers Order Form
- Created New GRPD Handouts: Parks, Lake, & Centers Brochure
 - 2022 Events & School/Apartment Flyers (on hold to print until City Council approves downtown special events)
- Created a 2021 Infographic highlighting accomplishments and completed projects for the year
- Worked with the Museum Board to create Collector Cards and recruit speakers for the 2022 Spring Lunch-and-Learn Series
 - Also, for Black History Month, Brian and I highlighted various exhibits throughout the Museum and Graham Sports Hall of Fame
- Submitted a NCRPA Recre8 Magazine Submission to highlight the Tennis Court Team Project (Hot Topics section) and to introduce new hire Evan Workman (People in the News section)
- Submitted GRPD information for the City of Graham CITYgram
- All 18 Bluebird Nest Boxes have been cleaned out for the season and the online monitoring spreadsheet has been updated for 2022
- We have partnered once again with Alamance County Soil and Water Conservation District and plan to move forward with the Sunflower Project this May for our second year
- Updated 9/11 Commemorative 5K Run/Walk Event webpage, sponsorship information, and t-shirt request for bids and proposals
- Added job openings to NCRPA Career Connection, College Central Network, and sent to contacts at Elon University
- Submitted CIP and 2022-2023 Budget request to Brian



Marketing Projects Currently Underway

- Programs and events being planned/promoted during February: Youth Athletics, Graham Historical Museum, First Responder Fridays, Hiring, Cottontail Crawl, Lake, Center Updates, Hikes with Hounds, Afterschool Program, Shelter Reservations, ecoEXPLORE HotSpot
- Coordinating new Park Signage with Syntech
 - Bill Cooke Park rules/hours, wayfinding signage, trail distance, tennis court rules
- 200 North Main Street Pocket Park Project with the City of Graham's Downtown Development Coordinator
 - Exploring seating & lighting options to purchase/lease
- Updating Sponsorship Policy Packet
 - Currently consolidating information and exploring tiers/costs
- Currently participating each month in Leadership Alamance through the Alamance Chamber through June 2022
- Pursuing the NC Environmental Education (NCEE) Certification. The goals of the NCEE Certification Program are to increase environmental literacy, provide practice in environmental education teaching methods, and foster community leadership.
- Attending the NRPA Event Management School for the Certified Festival & Event Associate (CFEA) Certification in January 15-20, 2023 (rescheduled due to Covid-19)

Current & Upcoming Programming

- **Hikes with Hounds**
 - Year-Round, one Friday each month
 - Partnership with the City of Burlington Animal Services and Recreation & Parks
 - February 18, 2022 • Graham – Bill Cooke Park
 - Upcoming Hike: March 11, 2022 • Mebane – Cate's Farm Park
 - Currently taking orders through March 11 for Hikes with Hounds hoodies
- **Arbor Day in Graham**
 - April 2022 (Arbor Day: April 29)
 - Partnering with the City of Graham Tree Board, Public Works, and Downtown Development to offer Arbor Day in Graham activities
- **Musical Chairs with Alamance Arts**
 - 2022 Dates (1st Fridays): May 6, June 3, July 1, July 29 (tentative), August 5
 - Graham will be picking up 1st Fridays (Elon dropped from the series)

- There is one 5th Friday (July 29) that may be picked up by a local recreation & parks department (tentative)
 - Exploring options of making the event arts focused, adding interactive booths, and including food trucks
 - Currently booking bands for the season
- Location: Bill Cooke Park
- Graham concerts will be presented by Graham Recreation & Parks and Alamance Arts
- **Thursdays at Seven Concert Series**
 - 2022 Dates: May 26, June 23, July 28, August 25, September 8, September 22
 - Time: 7:00pm – 9:00pm
 - Location: Downtown Graham • West Elm Street, Graham, NC 27253
 - Waiting on street closure approval from City Council, on March City Council Agenda
 - Waiting on completed 2022 Engagement & Hold Harmless Agreement from bands (1 more to go!)
 - Sponsorship information is ready to be sent out once street closures and bands are confirmed (one new sponsor already underway)

Committees

- NCRPA Marketing Committee – no meeting
- NCRPA Ambassadors – no meeting
- ABSS Career & Technical Education Partnership – no meeting

Volunteering

- NC State Extension Master Gardener Volunteer
- Content Curator Volunteer for Environmental Educators of North Carolina

Social Media

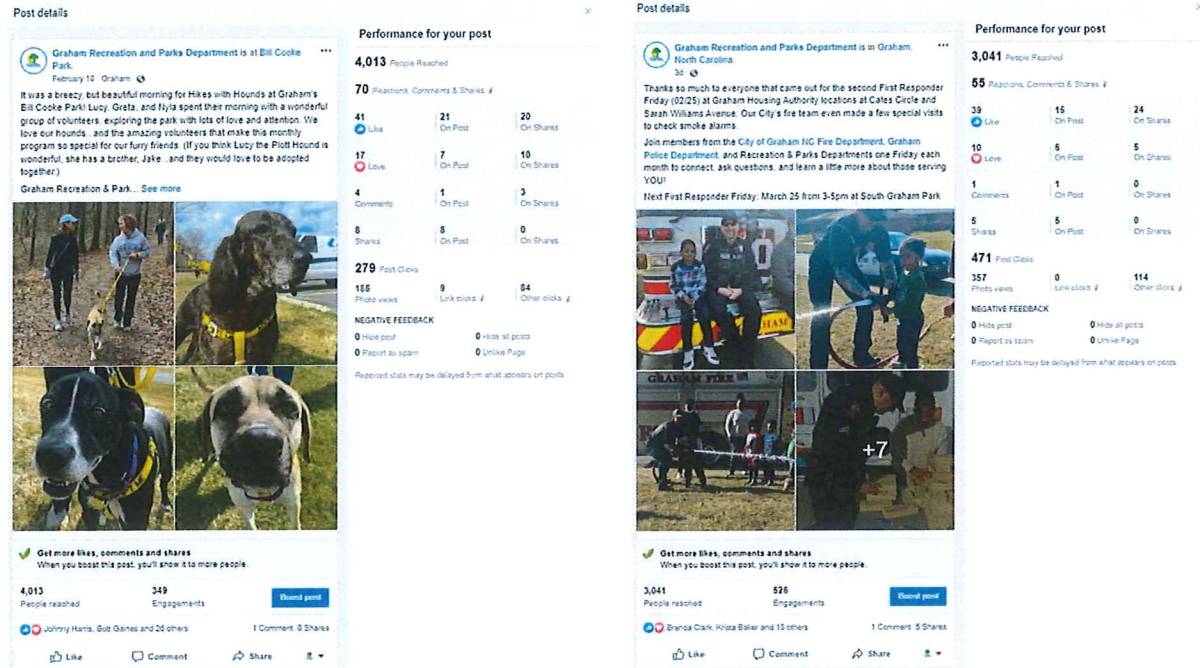
Instagram Followers: 1,958 (increased 11)

Twitter Followers: 208 (increased 0)

Facebook Likes: 6,729 (increased 23)

Facebook Followers: 7,251 (increased 29)

Top Facebook Posts for February based on Reach & Engagement:



Website

Top 10 Most Viewed City of Graham Website Pages for January 30 – February 28, 2022:

Top Posts/Pages

1.	City of Graham, NC	3,858
2.	Recreation & Parks – City of Graham, NC	1,436
3.	Water & Sewer Billing – City of Graham, NC	1,022
4.	GRPD Athletics – City of Graham, NC	799
5.	Police – City of Graham, NC	747
6.	GRPD Parks & Facilities – City of Graham, NC	579
7.	Trash and Recycling – City of Graham, NC	522
8.	GRPD Soccer – City of Graham, NC	464
9.	Tax Division – City of Graham, NC	456
10.	Planning – City of Graham, NC	451

PARKS & ATHLETIC FACILITIES

February 2022



Bill Cooke Park

Athletic Fields – Outfields were painted for the upcoming Rec soccer season. All goals and benches have been moved to the fields.

Outfields were sprayed for broadleaf weeds.

General Maintenance – Monthly playground inspection was completed with no issues found.

New backboards and rims were installed on the basketball court.

Fixed a broken board in the soccer kickback wall.

Foul poles on fields 1 & 2 have been repainted.

Replaced the flush valve for one of the toilets.

Installed the park address at the entrance per fire inspection request.

Installed door sweeps to the lower bathroom closet doors per fire inspection request

South Graham Park

General Maintenance – Monthly playground inspections was completed with no issues found.

3 new picnic tables were built and placed in Shelter A.

Cut down dead tree that was called in by park neighbor.

Placed trash can in parking lot per citizen request.

Removed and installed new backboards and rims on the basketball court.

Graham Regional Park

General Maintenance – Monthly playground inspections was completed with no issues found.

Zipline fraying issue was fixed as well as an issue with the challenge course timer button.

Crabgrass pre-emergent application was applied to entire park.

Fire ant application was applied to the inclusive playground turf.

Apollo/Goley

Apollo – Soccer field was painted for GMS soccer.

Goley – Cleared leaves that had collected between backstop and wall.

Johnson Ave

General Maintenance - Facility was spot sprayed for broadleaf weeds.

Lake

General Maintenance – Removed half wall in Steve's office.

Installed the kayak launch.

Neighborhood Parks & Playgrounds

Greenway – No Report.

Harmon Park – No Report.

Civic Center – No Report.

Marshall St – Tried to remove graffiti from playground slide.

Recreation Center – Fixed the water fountain.

Oakley St. – No Report.

Maple St. – No Report.

Hwy 54 Access – No Report.

200 N. Main – Crabgrass pre-emergent application applied.

Miscellaneous

Sent a job description to HR for posting.

Continued Education & Community Involvement

Tel passed the written tests for his CDL.