



# Town of Atherton

## PARK & RECREATION COMMITTEE STAFF REPORT

**TO: PARK AND RECREATION COMMITTEE**

**FROM: SALLY BENTZ, PARK MANAGER**

**DATE: NOVEMBER, 2018**

**SUBJECT: PARK GOINGS ON NOV 2018**

### REGULAR STAFF

For the month of November, broken down is as follows:

- **Performed regular maintenance tasks;**
  - Pick up litter/trash.
  - Remove trash bags.
  - Blow and pick up tree leaves and debris.
  - Inspect and maintain restrooms.
  - Inspect and maintain tennis courts.
  - Inspect and maintain playgrounds.
  - Inspect and maintain Main House elevator.
  - Control undesirable weeds throughout property.
  - Cut back and remove tree brush and dead vegetation.
  - Apply seasonal fertilizers to turf and plants.
  - Inspect and maintain landscape irrigation.
  - Inspect and maintain landscape irrigation well and filter system.
  - Potable water usage is being monitored daily.
  - Water non-established trees throughout the park based on schedule.
  - Blow tennis courts 2 times per week as required.
  
- Door at Main House by Water Fountain side has been repaired and painted.
- Repaired roof hole on shed, South of Tennis Courts.
- Wall covers inside playground restrooms have been restored.
- Repair damaged bollard by Main House.
- Replaced malfunctioning irrigation valves.
  
- **New and future planned projects;**
  - Finish and complete all wire splicing in all automatic flow valves.
  - Repair wooden cover behind playground restrooms.
  - Repair and or replace broken equipment at playground structures.
  - Purchase light covers at Carriage House fans.
  - Install water filter and quick coupler connector for clay court at Tennis Courts area.

## **Tennis Numbers**

November  
Hours of court usage (# of crts x time) 149 hrs  
Clinics/Camps: 24  
Lessons: 125  
Events: 2 weekly coaches meeting  
Clay Court Bookings: 4 paid hours  
Total # of students: 223

### **Repaired siding in Playground Bathrooms**



**Repaired hole in Tennis Shed**





## Town of Atherton 7c

### **PARK & RECREATION COMMITTEE STAFF REPORT**

**TO: PARK AND RECREATION COMMITTEE**

**FROM: SALLY BENTZ, PARK MANAGER**

**DATE: JANUARY 9TH, 2018**

**SUBJECT: PARK GOINGS ON DEC 2019**

#### **REGULAR STAFF**

For the month of September, broken down is as follows:

- **Performed regular maintenance tasks;**
  - Pick up litter/trash.
  - Remove trash bags.
  - Blow and pick up tree leaves and debris.
  - Inspect and maintain restrooms.
  - Inspect and maintain tennis courts.
  - Inspect and maintain playgrounds.
  - Inspect and maintain Main House elevator.
  - Control undesirable weeds throughout property.
  - Cut back and remove tree brush and dead vegetation.
  - Apply seasonal fertilizers to turf and plants.
  - Inspect and maintain landscape irrigation.
  - Inspect and maintain landscape irrigation well and filter system.
  - Potable water usage is monitored daily.
  - Water non-established trees throughout the park based on schedule.
  - Blow tennis courts 2 times per week as required.
  
- Playground restrooms painted as requested.
- Electrical conduit for 2 wire system by main house fixed.
- Sand divider flusher at Main pump fixed.
- Replaced electrical connector at tennis courts.
- Backfilled tennis courts cracks.
- Closed and set signs for the sport field.
- Installed foundation vents at Gilmore House.
- Completed planting along playground pathway.
- Repaired basement access door at Gilmore House.
- Repaired Playschool wooden gate.
- Adjusted and fixed door window at Jennings Pavilion.
  
- **New and future planned projects;**
  - Finish and complete wire splicing in all automatic flow valves.

- Repair and or replace broken equipment at playground structures.
- Move new trashcans to new locations.
- Plant all plants and trees in inventory at Corp yard.

## **Tennis Numbers**

December #'s

Hours of court usage (# of crts x time) 134 hrs

Clinics/Camps: 18

Lessons: 110

Events: 1 weekly coaches meeting

Clay Court Bookings: 8 paid hours

Total # of students: 204

No clinics

### **Closed fields for a month**



**Fix Pavilion window**



**Back fill tennis court cracks**

