



BOARD MEETING AGENDA

Tuesday, October 11, 2011

Derby Recreation Center

7:00pm

- A. Consent Agenda *(action required)*
1. Regular Meeting Minutes September 2011
 2. Checks and Vouchers September 2011
 3. Idle Funds Report
 4. 1st Quarter Financials

B. Superintendent Report *(receive & file)*

C. Staff Highlights *(receive & file)*

PUBLIC FORUM

PROGRAM HIGHLIGHT

- D. Preschool Game Days/Kids in the Kitchen *(receive & file)*
Kathleen Avitt, Director of Programs

OLD BUSINESS

- E. DRC Remodel Update *(receive & file)*
Frank Seitz, Superintendent of Recreation

NEW BUSINESS

- F. Committee Assignments *(receive & file)*
Robert Flaharty, Chairman
- G. Scholarship Report *(receive & file)*
Derek Smith, Director of Administration
- H. 2011 Rock River Rapids Report *(receive & file)*
Kathy Zech, Aquatic Facilities Coordinator
- I. Equipment Purchase Requests *(action required)*
Chris Drum, Assistant Director of Facilities



ADD ONS

Intergovernmental Meeting
Monday, October 17, 2011
St. Mary's Activity Center, 6:00pm

Kansas Recreation & Park Association Conference
January 24-27, 2012
Capitol Plaza Hotel
Topeka, Kansas



BOARD MEETING MINUTES

September 13, 2011

A regular meeting of the Derby Recreation Commission was held at the Derby Recreation Center, 801 E. Market, Derby, Tuesday, September 13, 2011.

Chairman Rick Ruff called the meeting to order. Present were Board members Ken Greteman, Ken Mulanax, and Chris Sexton. Also present were Frank Seitz, Superintendent of Recreation, Trina Bauer, Director of Facilities, Derek Smith, Director of Administration, Kathleen Avitt, Director of Programs, Lisa Spillman, Director of Marketing, Susie Wilkes, Fitness Program Coordinator, Chris Drum, Assistant Director of Facilities, and Caryn Greenstreet, Administrative Assistant. Guests included Ted Austin, City of Derby, Jeff Cott, Derby Informer, and Carol Ruff, Derby resident.

Ken Greteman moved to approve the Consent Agenda, Ken Mulanax seconded, motion carried 4-0.

Ken Greteman moved to nominate a slate of officers: Robert Flaharty as Chairman of the DRC board for 2011-2012; Ken Mulanax as Vice Chairman for 2011-2012; Chris Sexton as Secretary for 2011-2012; Chris Sexton seconded, motion carried 4-0.

The Superintendents Report was reviewed.

The Staff Highlights were reviewed.

Susie Wilkes highlighted the Rock N Route Triathlon.

Matt Hamm, Schaefer, Johnson, Cox & Frey was present to discuss plans for a proposed DRC remodel with the board.

Rick Ruff moved to approve the appointment of Mr. William Kehr as the consultant for the DRC, Ken Mulanax seconded, motion carried 4-0.

Chris Drum presented the 2011 fleet report to the board.

Frank Seitz announced to the board that the City of Derby reappointed Chris Sexton to the DRC Board for another four years through 2015.

Ken Greteman moved to approve the installation of a water well at the Oaklawn Activity Center for a purchase price of \$4,332, Rick Ruff seconded, motion carried 4-0.

Chris Sexton moved to adjourn, Ken Greteman seconded, motion carried 4-0.



MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Frank Seitz, Superintendent of Recreation
DATE: October 6, 2011
RE: SUPERINTENDENT REPORT

- Met with Director of Programs Kathleen Avitt concerning the Connect Program and the as well as scholarships and instructor wages.
- Met with representatives from the Boys and Girls Club, CEO Jeff Jacobs and their grant writer concerning a grant that would like to partner with the DRC on.
- Prepared for the CJ Memorial Golf Tournament.
- Met with Connie Dietz from WSU concerning their internship and co-op programs.
- Met with architects concerning the DRC and St. Mary's remodel project.
- Attended the city wide barbeque contest.
- Had lunch with Chairman Rick Ruff to review the agenda for the DRC board meeting.
- Toured St. Mary's with DRC board and staff as well as city staff and council members.
- Attended a DRC joint meeting with city representatives.
- Met with DRC staff concerning the Rock River Rapids summit meeting.
- Met with Grant Writer Deanna Carrithers concerning discussion of additional grants for the DRC.
- Attended the DRC board meeting.
- Met with the TAC Joint Steering Committee.

- Participated in the CJ Memorial Golf Tournament.
- Met with Superintendent of Schools and City Manager at our monthly breakfast meeting.
- Took 4 ½ days of vacation.
- Attended the Rock River Rapids summit meeting.
- Met with Director of IT Rob McDonald concerning additional recommendations for the Be Committee banners.
- Met with Derby Informer Linda Stinnett concerning the OAC.
- Attended meeting with community representatives concerning USD 260 plan improvement.
- Made preparations for upcoming Intergovernmental Meeting.



MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Trina Bauer, Director of Facilities
DATE: October 4, 2011
RE: Facility Board Highlights September 2011

Derby Recreation Center

- The Center was closed on Sunday, September 4th and Monday, September 5th.
- Attended the Park Planning Open House on September 1st. The City introduced plans for the St Mary's and old city yard properties.
- Annual maintenance was completed and the Center reopened on Saturday, September 3rd.
- Boiler inspections were completed and we passed with flying colors.
- Attended the Process for Success meeting on September 8th.
- Taught two spin classes for the DHS cross country team.
- Our fall session began on Monday, September 12th. The center is always a busy place when classes begin.
- Total members for September was 3235, auto pay members 1627.
- Saturday hours change from 8 am – 12 pm to 8 am – 5 pm on Saturday, September 10th.
- Volunteered at the CJ Memorial golf tournament.
- The center facilitated the Tanglewood Elementary evacuation drill.
- Planned for and attended RRR season follow up and 2011 season planning meeting with DRC and City staff on September 28th.
- Toured the St Mary's facilities with DRC and City board members and staff.
- Set up and trained staff on the Fitness Class Drop in procedures.

Fitness Center

- Complete weekly schedules for all Fitness Specialists.
- Participated in the tour of the old St. Mary's school
- Mid-States delivered and set up all the new equipment on Sept. 9.
- The Derby Cross Country team is coming into the spin room every other week for bike workouts.
- Trained a new fitness specialist.

Indoor Pool

- Complete weekly schedules for all Lifeguards and Head Guards.
- Re-opened pool after annual maintenance on Saturday, Sept. 3.
- Participated in KRPA Aquatic Branch conference call where we discussed the KRPA conference session offerings. We are also planning a one day workshop for aquatics management personnel on Feb. 29, 2012. This will be developed keeping the smaller summer only facilities in mind that typically do not send people to KRPA conference or other professional development opportunities.
- Afternoon Adventures came to the pool two Fridays in September.
- The Derby Cross Country team is coming into the pool every other week for swim workouts.
- Hosted the first South-central Kansas Aquatics Committee (SKAC) meeting on the 20th.

Oaklawn Activity Center

- Attendance for the month of September was 1,200.
- Fall session classes began on Sept. 12th.
- Attended a tour of the old St. Mary's property with several DRC staff.
- Met with representatives from Chase Drilling to identify potential location of the irrigation well. Final utility locates are pending.
- Attended a meeting with SJCF where drawings and proposals were presented for DRC expansion.
- Drafted specifications and acquired bids for replacement of four furnaces that heat the gymnasium.
- Met with a representative from Building Control Services to acquire a bid to tie potential new furnaces into our existing HVAC control system.
- Drafted specifications and began contacting used bus vendors to inquire about current bus inventories.
- Met with USD#260 athletic staff to discuss preparations for a league cross country meet scheduled at High Park on Oct. 15th.
- Attended a Kansas Gas Service Winter Preparation meeting at the Hyatt in Wichita.
- Met with Tender Care to acquire bids for shrubs and plants to be planted in new landscaped areas.
- Several additional plants were planted around the exterior of the building and some irrigation modifications were made to water new plantings.
- Attended the annual CJ Memorial Golf Tournament on September 19th.
- Attended the end of season RRR summit with several DRC and City staff.
- Facilitated the following events in September:
 - -Pre-school Health Fair
 - -Daily Boys and Girls club gym activities

FitnessCenter

- Things continue to run smoothly.
- Expecting delivery of our new dumbbells any day.

Rock River Rapids

- The Annual Summit meeting with the City of Derby was held on Sept. 28.
- Annual Pool Report was worked on and completed.
- GREAT SUMMER!

Outdoor Maintenance & Fleet

- Edged infield lips at Idlewild field.
- Prepared Garrett 1 and 2 fields for men's league and coed league.
- Provided maintenance for DRC softball tournament at High Park.
- Modified irrigation and planted a variety of new plants in the OAC flowerbeds.
- Mulched front flowerbeds and trees at OAC.
- Planted new maiden grass plants in the courtyard flower bed at DRC.
- Over seeded with fescue grass seed at DRC and OAC.
- Assisted with the CJ Tournament.
- A new irrigation system will be installed soon at Panther Baseball Field.
- 2008 Ford Super Duty serviced for regular scheduled maintenance.



801 EAST MARKET
P.O. BOX 324
DERBY, KS 67037
TEL 316-788-3781
FAX 316-788-6549

MEMORANDUM

TO: DRC BOARD MEMBERS

FROM: Kathleen Avitt, Director of Programs

DATE: October 5, 2011

RE: SEPTEMBER PROGRAMMING BOARD HIGHLIGHTS

Program Area Highlights

- Held Derby Health Collaborative meeting.
- Attended Architect meeting on DRC remodel.
- Attended Fitness Instructor meeting to discuss \$3.00 drop in expectations.
- Reviewed Winter idea lists and master list information in class to prepare program content for next guide.
- Completed summer comparison report numbers.
- Reviewed Fitness Instructor and Personal Training Manuals.
- Reviewed GL and Month End Reports.
- Attended to evaluate our Baby Olympics, Gymnastics, Preschool Games Day, Preschool Health Fair, Blood Drive, Get Your Swing On, and Soccer.
- Met with Lisa and Susie to discuss Sponsorship for RNR Triathlon next year.
- Volunteered for CJ Golf Tournament.
- Worked with Deanna on information for grants that we submitted.
- Met with Deanna on the details for the KRPA Blue Chip award application.
- Held Programmers' meeting. We reviewed new camera functions and taking the shot we need, tour of St. Mary's for discussion for potential programs and other monthly information.
- Submitted minimum request and cancelations for approval to Frank.
- Working with Active.com to review Triathlon Software.
- Met with Charlene Laramore on potential of school applying for Safe Routes to Schools Grant. We also discussed new connect program, unsinkable and other upcoming opportunities to work together.
- Prepared bookbag gifts for the families that turned in the Parks Passports from this summer's DHC initiative.
- Assisting on the 150 Kansas Parade Committee.
- Worked with Jennifer to create the song we want to use in Movie Maker software.

- Attended Halloween Hullabaloo meeting.
- Working on Staff Evaluations.
- Submitted October powerpoint to city for channel 7.
- Worked with Caryn on October Newsletters to each school.
- Working with pledges for Derby Walks.
- Attended Chamber Breakfast on September 1 to distribute information on Derby Walks to Chamber members.

Aquatics

- The first session of swim lesson session began September 12.
- Afternoon adventures came to swim September 16 and 23.
- The Unsinkables program for all 2nd grade class in USD 260 began for the 2011-12 school year on September 12 with El Paso Elementary. Park Hill Elementary began September 26. Each class comes Monday-Thursday for a total of two weeks.
- Completed Winter Programs Idea list and Master list
- Continued to work on action plans and create new programs for winter, spring and summer.
- Held the first SKAC (South Central Kansas Aquatic Council) meeting here at the DRC on September 21. We had 16 other aquatic facility directors attend.
- Attended the annual RRR meeting with DRC and City staff on September 28.

Art

- Interviewed and hired Youth art instructor.
- Attended Arts Planning Meeting by the Kansas Citizens for the Arts.
- Assisted with Shakespeare in the Park at High Park for 105 people.
- Attended Derby Arts Council reception for the Bristles and Blades at the Derby Public Library.
- Began preparations for Halloween Hullabaloo.
- Gave art tours at the Ulrich Museum of Art with the Derby Sixth Grade Center.
- Reclaimed 300 lbs of clay.
- Rearranged and organized ARTspot 2 (clay room).
- Began preparations for 26th Annual DRC Art Fair.
- Completed First Aid /CPR/AED training.

Fitness

- Get Fit Check it out started out the month with an opportunity for members to enjoy a large variety of group fitness classes through the break.
- Fall classes started with the new drop in policy starting off with a huge success.

- Hired a new yoga instructor for Teen Yoga and Symone Berry as a new Zumba instructor in the winter session. Welcome to Elizabeth Swaringen and Symone Berry as our new group fitness instructors.
- At the instructor meeting on September 11, we discussed the Drop in policy and the fall session. All instructors attended and it was a great opportunity to discuss the New Year ideas for fitness.
- Presented the Rock N Roll Triathlon power point at the board meeting.
- In house Blood Drive on September 24 was a great success with 34 donors and 20 volunteers. Our volunteers are NHS students and they did an amazing job.
- Organizing the upcoming health fair at the 6th grade center

Special Events, Special Programs and Oaklawn

- We held our first dance and party of the year. National Honor Society and the sophomore class chaperoned these for us. We had 270 7th/ 8th graders and 558 5th/6th graders.
- Met with P.A.T to review Wee Panther Pals yearly calendar and activities.
- Attended monthly United Methodist Health Grant meeting.
- Organized and attended the Disc Golf Clinic.
- Attended and helped prepare food for Kids in the Kitchen with Kristie.
- Coordinated and Implemented Curiosity Corner. We had 6 three and four year olds attend class.
- Dee Ann and I coordinated and implemented Preschool Games at the Derby Recreation Commission
- Set up dates and attended meetings with USD 260 Elementary Principals at Swaney and Pleasantview Elementary. We handed out and went over detailed outlines with each individual principal about the new Connect Program. These schools will begin in the 2nd 5 week session starting in November.
- Distributed and collected Connect registration forms to 4 of the Elementary schools. We are offering after school programming to Derby Hills, El Paso, Tanglewood and Park Hill starting October 10.
- Entered Connect information into class.
- Cheerleading-Met with the instructor and attended practices and games.
- Organized and drove Horseback Riding lessons at C Arrow Stables in Maize.
- Finished Winter Master List and imputed them into class.
- Organized, prepared for and implemented Baby Olympics. This is a new DHC grant program where parents bring their children ages 3 months to 4 years and test their developmental skills. Parents also received informational handouts about children milestones as they age and develop.
- Prepared activity for Oaklawn Fall Festival held on September 17.
- Organized business and their booth space for the Pre School Health Fair held at the Oaklawn Activity Center on October 27. We had 10 different businesses attend the Health Fair.

- Held 2 Halloween Hullabaloo meeting. We set up plans for the Haunted Hallway, facility decorations, volunteers and finalized bounce house and games.
- Began work on Derby Walks pep song music and dance.
- Free Spirits Bocce continued practice and participated in the Special Olympics state tournament in Olathe.
- Free Spirits volleyball and bowling teams began practice.
- Held Afternoon Adventures for USD 260 special education classes. The adventure was swimming for the early childhood through high school classes.
- Helped with the CJ Memorial golf tournament.
- Organized, with the Programmers, the DRC After School program. We signed several of the after school kids up for the Derby Walks program this month.
- The Communities In Schools Gym & Swim program began this month.
- Took a group of Special Populations participants horseback riding.
- Attended a Free Spirits board meeting.
- Began working on the winter programs.
- Attended a Derby Health Collaborative meeting.
- Attended the Preschool Health Fair and Baby Olympics.
- Attended and helped prepare food for Kids in the Kitchen with Kristie.
- Attended a meeting with Wee Panther Pals to go over the year long schedule of activities.
- Helped organize and run the Preschool Game Day held at the Derby Recreation Center.
- Continued the organization and implementation the Connect program. Interviewed potential instructors. We met with the principals at Swaney and Pleasantview to go over the program. We will start the first session on October 10 with Derby Hills, El Paso, Park Hill, and Tanglewood. Swaney and Pleasantview will start the second session on November 29. We delivered flyers to the schools and collected registrations.
- Met with Tom Snodgrass and Diana Stumps regarding Recreation Station. With the impending remodeling of the DRC Recreation Station will need to be moved somewhere else. I talked with Tom and Diana about using the Derby Middle School cafeteria as the site for camp next summer. I will begin working on the licensing of that space as soon as I get the okay from the school district.
- Attended a child care class through Child Start in Wichita.

Sports

- Supervised youth and adult sports on nights and weekends.
- DRC fall soccer league began this month.
- DRC fall adult softball leagues this month.
- Held Get Your Swing On make up fastpitch tournament. Fourteen teams participated.
- Scheduled officials and scorekeepers for youth and adult fall sports league.

**MEMORANDUM**

801 EAST MARKET

P.O. BOX 324

DERBY, KS 67037

TEL 316-788-3781

FAX 316-788-6549

TO: DRC BOARD MEMBERS

FROM: Derek Smith, Director of Administration

DATE: October 5, 2011

RE: SEPTEMBER ADMINISTRATION HIGHLIGHTS

Accounting/Risk Management

- Went through audit. (about three days)
- Calculated and transferred credit cards fees for RRR.
- Conducting background checks for volleyball.
- Prepared idle funds report for agenda.
- Prepared scholarship analysis for agenda.

Contracts

- Put together agreement with Premier Martial Arts of Wichita to provide instruction for afterschool instruction.
- Retired Risograph machine and cancelled service agreement.

Personnel

- Preparing Health Insurance proposal for 2012.
- Scheduled biometrics screenings as part of new wellness program.
- Working on wellness website for health assessments and associated support.
- Started fruit in the breakroom project for wellness program.
- Compiled softball/baseball participation numbers for City Economic Development Director. For the purpose of recruiting a business to town.
- Scheduled flu shots for staff.
- Chairing chili contest organization.
- Hired numerous instructors.
- Organized employee evaluation process and completed several admin employee evals.
- Performed payroll audit of facility maintenance hours.

Other:

- Attended RRR summit. Presented financials and zip code survey.
- Volunteered for CJ tournament.
- Assisted with float construction for 150 Kansas birthday parade.
- Assisting with construction of Halloween decorations.
- Took several days of vacation.
- Presented recap of summerfest at City Council meeting.
- Met with WSU representative on Coop/intern students.

Technology

- Started work on Winter Program Guide ideas.
- Reinstalled windows on two existing systems and upgraded some memory.
- Did some marketing banner production for many events.
- Created and printed the Fall Poster Series for the DRC and OAC.
- Worked with One Source Technology on data migration plan to free some server space.
- Began initial work on computer replacement plan for this year.
- Routine maintenance at the OAC lab.
- Worked on some web-site modifications.
- Worked with Comm Link with a phone paging problem.
- Did some printer repair at the OAC.
- Set-up new workstation for the After School Program in the Community Room.
- Helped prepare for annual maintenance in regard to setting up the new check-in station.
- Attended RRR Summit to discuss the future of the RRR website.
- Took a few 4 days of vacation. Proud of our staff, didn't get a single phone call or text.
- Toured the St. Mary's facility with staff. Excited about the possibilities that it may bring.
- Repaired some damaged cat5 connections in our facility.
- Started initial plan with Class software (our main registration software) to a migrate to the latest 7.1 release which would allow for Windows 7 upgrade. I believe we are needing to start moving that direction in the near future for many reasons.

MARKETING

Community Involvement

- Attended Community Marketing Committee planning group mtg
- Attended Community Leaders focus group for USD 260 Improvement Plan
- Attended City Council meeting to support the proposal of the Process for Success
- Worked with Community Marketing group to organize Derby's parade float for the Kansas 150th Anniversary Celebration (to occur October 8 in downtown Wichita – 120 other communities are also participating)
- Attended the Derby Diplomat meeting as a representative of the Community Marketing Steering committee and DRC representative

Rock River Rapids

- Created the post season RRR marketing report
- Attended annual RRR post season meeting with the City

Program Support

- Met with Susie and Kathleen about sponsor guidelines for future triathlon events
- Promoted programs on Facebook for upcoming programs and special events. Including TRX personal training Saturdays, Baby Olympics, Preschool Games, and Preschool Health Fair.

Health Collaborative

- Finalized all promo item purchases for Derby Walks incentive program (water bottles, ear buds and jump ropes)
- Created Derby Walks flyer
- Placed Derby Walks billboard artwork (now displayed on K15 board)
- Attended DHC monthly meeting
- Contacted and worked with the American Heart Association to find out ways to make Derby Walks online tracking more participant friendly

Grants

- Assisted grant writer, Deanna Carrithers, with two Kansas Health Foundation grant application: Wee Panther Fitness Room and Community Wellness Coordinator

Miscellaneous

- Attended SJCF remodel meeting
- Attended CJ Memorial tournament
- Emailed donation request forms to 2 organizations who made phone inquiries



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MEMORANDUM

TO: DRC BOARD MEMBERS

FROM: Kathleen Avitt, Director of Programs

DATE: October 5, 2011

RE: PRESCHOOL GAME DAYS/KIDS IN THE KITCHEN

At the meeting, DeeAnna Claytor and Jennifer Nixon will give you a program highlight of the Kids in the Kitchen with Kristie and Preschool Game Days. Both of these programs are part of the Derby Health Collaborative efforts. We will present you with PowerPoint presentations and share photos. Attached are the PowerPoint presentations to be presented.



DERBY The Place to Be Healthy

The Derby Health Collaborative

Mission:
To improve the health and wellness of the USD 260 community.

DERBY The Place to Be Healthy

The Derby Health Collaborative Partners

Derby Recreation Commission	Dillons
City of Derby	Communities In Schools
USD 260	Branstetter and Sparks Optometrists
USD 260 Parents As Teachers	Brackeen Chiropractic
Derby Chamber of Commerce	Derby Community Coalition Promoting Healthy Choices
Creation Station	TOP Early Learning and Day Care Center
Derby Public Library	Derby Chiropractic
Sedgwick County Health Department	Wichita State University South Campus
Spencer, Werrill Financial Consultants, Inc.	Mulvane Clinic, Dr. Comer, MD

DERBY The Place to Be Healthy

The Derby Health Collaborative

- Increase physical fitness
- Improve general health
- Improve nutrition
- Support activities that relate to overall wellness.

DERBY The Place to Be Healthy

Marketing

- Textcaster (DerbyRecText)
- Facebook page
- Website (www.BeHealthyDerby.com)
- Program Guide
- Outdoor Signs/Billboards
- Derby Parents as Teachers

DERBY The Place to Be Healthy

Kids In The Kitchen With Kristie

Program Goal:
To enhance parents' and childrens' knowledge of healthy nutritional options.



DERBY The Place to Be Healthy

Kids In The Kitchen With Kristie

Program Information

Location:	Oaklawn Activity Center
Dates:	March 17, June 9 and September 8
Time:	11:00am-12:00pm
Total Attendance:	40

 The Place to Be Healthy

Preschool Game Days

Program Goal:

To increase physical fitness in preschool aged children and educate caretakers on activities that can be implemented at home.



 The Place to Be Healthy

Preschool Games

Program Information

Location: Local parks, Derby Days, Derby Recreation Center

Dates: June 16 and 18, July 14, August 11, September 15

Time: 10:00-10:45am

Total Attendance: 101

 The Place to Be Healthy

Upcoming Events

Kids in the Kitchen with Kristie

Date: December 8

Time: 11:00am-12:00pm

Location: Oaklawn Activity Center

Preschool Game Day

Date: Second Thursday of each month

Time: 10:00-10:45am & 6:00-6:45pm

Location: Alternating monthly between DRC and OAC



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MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Frank Seitz, Superintendent of Recreation
DATE: October 6, 2011
RE: DRC REMODEL UPDATE

We have asked the architects to put together information on the subjects we have talked about Phase 1 and 2 remodel of the DRC updating the St. Marys' facility as well as a timeline. I don't have any information at the time of this memo. I am assuming this information will be provided at our board meeting.





MEMORANDUM

TO: DRC BOARD MEMBERS

FROM: Frank Seitz, Superintendent of Recreation

DATE: October 4, 2011

RE: COMMITTEE ASSIGNMENTS

Per Chairman Flaharty's election as Chairman at the last board meeting, enclosed are the committee appointments for the Derby Recreation Commission for the 2011-2012 year. These are standing committees that meet periodically based on need or suggestion by a board member.



COMMITTEES

1. Purpose

The purpose of Standing Committees shall be to advise the Commission and to carryout delegated responsibilities. Such Standing Committees should prepare recommendations and reports for the Commission based upon thorough review of relevant matters. The following Standing Committees are hereby designated and created:

Committee Appointments for 2011-2012

- | | |
|---------------------------------------|-----------------------------------|
| a. Finance Committee | Mulanax(Chairman)/Greteman |
| b. Programming & Facilities Committee | Ruff(Chairman)/Sexton |
| c. Personnel Committee | Greteman(Chairman)/Mulanax |
| d. By-Laws & Policy Committee | Sexton(Chairman)/Flaharty |

2. Committee Composition

Each Standing Committee shall consist of at least two Commissioners. The Chairperson of the Commission shall appoint two commissioners, the Superintendent or his designate, and one additional staff member. Committee shall be appointed annually at the first meeting of each fiscal year at which a quorum is present. One *or more* additional members may be appointed either from the Commission, staff or from the public.

3. Appointment of Committee Chairperson

The Chairperson of the Commission shall appoint a Commissioner to serve as chairperson of each committee not later than the October meeting of each year, or upon the creation of a new committee.

4. Committee Authority; Limitation

Each standing Committee may exercise such power of the Commission as is lawfully delegated by a committee. The development of subcommittees shall be subject to approval of the Commission.

5. Establish Administrative Procedures

Each Standing Committee shall have the authority to establish administrative procedures, in coordination with the Superintendent for conducting its meetings and performing its duties. Such authority shall include:

- a. Compiling the meeting agenda
- b. Establishing procedures for coordinating information
- c. Preparation of reports to the Commission
- d. Detailed review of committee responsibilities
- e. Recommendations regarding continuation, modification, or termination of the Committee
- f. Preparing and presenting action items for discussion at the regular meeting

6. Committee Meetings

Regular Meetings of the Standing Committees may be held at such time and at such place as shall from time to time be determined by the Chairperson of such Committee.

7. Report to the Commission

Each Standing Committee shall report to the Commission on any meetings held.

8. Filing of Vacancies

If a vacancy occurs on a Standing Committee, by resignation or removal, the Chairperson of the Commission shall appoint a successor.



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MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Derek Smith, Director of Administration
DATE: September 6, 2011
RE: SCHOLARSHIP REPORT

Last year staff developed a scholarship report to examine trends in scholarships so the board could consider a range of policy options. The board requested this report be presented annually. The report is attached with information up to date through July 1, 2011.



DRC Scholarship Analysis 9/20/11

Background: The DRC has experienced tremendous growth in scholarship program in the last five years. Staff prepares the annual scholarship report to examine trends in scholarship usage to assist the board in determining the best scholarship policy possible.

The scholarship policy mirrors the school district free and reduced lunch guidelines. If the family qualifies for 50% reduced lunch, they receive 50% scholarship rates. If they qualify for 100% free and reduced lunch, they receive 100% scholarships. Families without children in school may submit tax returns and are scholarshipped at the same financial levels as the lunch program.

The DRC has operated under the philosophy that, by receiving public funds, we assume a responsibility to serve all members of the USD 260 community. The scholarship policy is designed to make public recreation accessible to those who ordinarily could not afford these services. Staff believes nobody in the district is prevented from participating due to lack of funds.

The DRC needs to support its programs through user fees however. The DRC scholarship program is liberal in the industry based on input from Pro's incorporated.

In November 2010 the board considered two policy options. The first policy was to charge a \$5 fee for single memberships and a \$10 fee for family memberships. The board was responding to significant growth in scholarships and data provided by staff that indicated a significant portion of scholarships for memberships were never used or used less than once per month.

The board also considered a policy to limit the number of program memberships because of a few instances of kids being signed up to 5 or more programs a session. Based on analysis presented by staff that indicated this was occurring in a very small subset of cases, the board elected to make no change in the scholarship policy for programs.

Staff determined scholarships are given in three primary areas:

- Adult Programs**
- Youth Programs**
- Memberships**

The data contained in the report is based on the July 1 to June 30th fiscal year. Any information referring to 2011 for instance will refer to the 2010-2011 fiscal year.

Total Scholarship Summary

	2011	2010	2009	2008
Adult Programs	5,898.41	5,131.30	1,832.75	1,836.30
Youth Programs	41,030.83	32,522.77	29,225.16	21,312.38
Membership	124,129.85	139,837.99	60,362.20	51,089.35
Total Scholarships	171,059.09	177,492.06	91,420.11	74,238.03

	2011	2010	2009	2008
Total Scholarships	171,059.09	177,492.06	91,420.11	74,238.03
Total Revenue for three scholarship areas	1,224,722.00	1,187,883.32	1,145,041.67	1,107,427.00
Scholarships as a percentage of revenue	13.97%	14.94%	7.98%	6.70%

Adult Programs Scholarship Summary

	2011	2010	2009	2008
Adult Programs Scholarships	5,898.41	5,131.30	1,832.75	1,836.30
Adult Program Revenue	238,111.00	255,641.30	253,074.90	237,823.00
Scholarships as percentage of revenue	2.48%	2.01%	0.72%	0.77%

- Adult Scholarships have historically been a small proportion of total revenue.
- There was a significant increase in the usage of adult scholarships in the last two years but it is still relatively low in comparison to program revenue.

Youth Programs Scholarship Summary

	2011	2010	2009	2008
Youth Programs Scholarships	41,030.83	32,522.77	29,225.16	21,312.38
Youth Program Revenue*	260,733.00	221,845.65	206,465.90	217,992.00
Scholarships as percentage of revenue	15.74%	14.66%	14.15%	9.78%

*Includes Oaklawn Program Revenue

- Youth scholarships increased over the last year by 26%.
- Scholarships showed significant increase in Recreation Station. Total scholarships went from \$17,300 to \$25,100 in the last year. The program received about \$48,000 in revenue so scholarships as a proportion of revenue are approaching an unsustainable level. Staff views this as the primary area for any policy action on scholarships.

Membership Programs Scholarship Summary

	2011	2010	2009	2008
Membership Scholarships	124,129.85	139,837.99	60,362.20	51,089.35
Membership Revenue	725,878.00	710,396.37	685,500.87	651,612.00
Scholarships as percentage of revenue	17.10%	19.68%	8.81%	7.84%

- Memberships are the largest area of scholarships granted.
- Membership scholarships are the primary driver of total scholarship increases over the last five years.
- A study was done by staff earlier this year indicating as many as half of our scholarship recipients in this area use memberships very little or never.
- The board has made policy changes by requiring a small fee for all 100% scholarships.
- This fee appears to have had some effect in 2011 but should show up even more in 2012 numbers.

Summary

Board policy adjustments on memberships appears to be having the desired effect. Staff has not received significant customer complaints and it does not appear this policy is inhibiting the ability of those motivated customers who value the membership.

The board elected in 2010 not to make any changes in scholarship policy in program areas. Data shows significant increase in youth scholarships but the board in the past has been willing to accept increases in these levels as it is core to our public recreation mission. Over \$500,000 in scholarships have been granted in the last four fiscal years.

Staff does recommend a review of scholarship policy in regards to the Recreation Station program. Staff will present several policy options to the board that accompany this report.

Especially in these tough economic times, staff remains committed to providing services to everyone in USD 260 regardless of need.

Adult Programs Detail Report

	2011	2010	2009	2008	2007
Adult Fitness	3,895.10	3,543.00	1,042.70	931.30	631.50
Aqua Fitness	1,090.31	818.30	610.05	641.45	446.50
Special Pops	5.00	0.00	0.00	53.00	75.00
Adult Arts and Crafts	372.00	546.00	60.00	109.75	42.00
Adult Dance	536.00	224.00	120.00	100.80	96.00
Total	5,898.41	5,131.30	1,832.75	1,836.30	1,291.00

Youth Programs Detail Report

	2011	2010	2009	2008	2007
Youth Fitness	352.00	246.00	574.00	170.00	335.00
Aqua Lessons	1,894.00	2,624.00	1,042.00	648.00	780.50
Youth Arts and Crafts	2,009.50	2,088.00	1,424.50	832.00	934.00
Recreation Station	25,107.08	17,315.52	18,426.20	13,601.68	13,235.00
Youth Theater	287.00	209.00	398.16	60.00	64.00
Youth Dance	893.00	1,025.00	713.00	517.00	136.00
Cheerleading	79.50	53.50	887.50	231.00	1,018.00
Gymnastics	1,000.00	415.00	547.50	637.50	1,321.25
Camp DRC	1,610.50	1,820.50	1,458.80	745.00	606.50
Tae Kwon Do	1,740.00	1,415.00	832.50	658.00	600.00
Archery	255.00	175.00	100.00	112.50	50.00
Youth Tennis	515.00	435.00	470.00	350.00	170.00
Youth Soccer	2,315.75	1,779.00	792.25	998.25	1,368.73
Youth Volleyball	94.00	90.50	110.00	43.50	7.25
Youth Basketball	588.00	474.00	458.00	233.00	147.00
Youth Racquetball	0.00	0.00	0.00	100.00	25.00
Youth BB/SB	1,907.50	1,958.75	829.25	899.45	963.87
Flag Football	383.00	399.00	161.50	475.50	145.50
Totals	41,030.83	32,522.77	29,225.16	21,312.38	21,907.60

Membership Detail Report

	2011	2010	2009	2008	2007
Platinum - Family	115,466.89	124,087.09	\$56,217.65	\$45,207.68	\$30,266.00
Platinum - Single	7,251.89	14,799.96	\$3,739.87	\$5,310.42	\$2,693.00
Gold Dry - Family	0.00	0.00		\$21.50	\$151.00
Gold Dry - Single	0.00	0.00		\$7.75	\$207.00
Silver - Single	110.00	0.00		\$125.00	\$93.00
Bronze	1,301.07	950.94	\$404.68	\$417.00	\$529.00
	124,129.85	139,837.99	\$60,362.20	\$51,089.35	\$33,939.00

**MEMORANDUM**

TO: DRC BOARD MEMBERS

FROM: Kathy Zech, Aquatic Facilities Coordinator

DATE: October 7, 2011

RE: ROCK RIVER RAPIDS ANNUAL REPORT 2011

The completed Rock River Rapids Report is attached for your review. I will be presenting it at the Board Meeting and will be happy to answer any questions that you may have.





ANNUAL REPORT

2011

Prepared By:
Derby Recreation Commission
Aquatic Department

Table of Contents

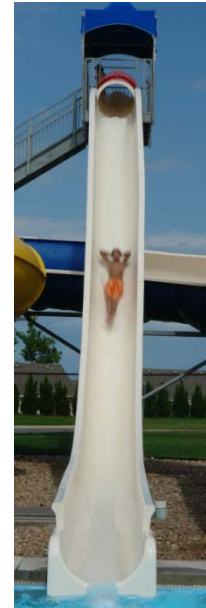
Table of Contents.....	1
2011 Aquatic Park Overview.....	2
2011 Aquatic Park Highlights.....	5
Rock River Rapids – Weather Report.....	10
Rock River Rapids – Attendance Report.....	11
Profit & Loss Statement: January 2011 – September 2011.....	12
Annual Comparisons Report.....	13

2011 Rock River Rapids Overview

The 2011 season could be best summed up with the description, record heat. Like the entire region, Rock River Rapids experienced daily temperatures that often exceeded 100 degrees. Accordingly, the park saw attendance impacted. It could be speculated that the high temperatures may have hindered overall attendance numbers when people were hesitant to be in the extreme heat.

The table below shows attendance and temperature break downs for the summer:

	Total Daily Attendance	Average Daily Attendance	Average Temperature
2011	84,532	1,070	
Mon	9,815	818	
Tue	10,786	899	
Wed	10,814	983	
Thu	11,820	985	
Fri	11,162	1,014	
Sat	17,394	1,581	
Sun	12,741	1,158	
May	1,409	705	88
June	30,309	1,010	98
July	37,995	1,197	102
Aug	14,819	926	99



- The yellow highlighted areas show the day of the week and month that had the highest attendance in 2011.

Hours of Operations:

Open Daily 12:30pm-7:00pm

Daily Admission Prices:

<u>Ages</u>	<u>Cost</u>
2 years and under	Free
3-17	\$8.00
18 and older	\$9.00

Group Discount:

20 or more \$1.00 off each person

After 5pm M-Th \$5.00 per person

Season Passes:

Season Passes	2010	2011
\$50.00 Promotional (Nov.1-Dec.31, 2010)	379	414
10% off (Jan.1 – May 29, 2011)	589	690
\$65.00 Regular Price	537	475
50% off (July 10 – Aug. 15, 2011)	89	192
Totals	1,594	1,771

Zip Code Survey:

The fourth annual zip code survey was conducted at the park from July 18 to July 31, 2010

- o 62% of daily admissions came from outside Derby.
- o 27.4% were season-pass holders.
- o 84.87% of season pass patrons were Derby residents.
- o Figures indicate a much higher percentage of customers came from Derby.

RESIDENCE OF RRR CUSTOMERS

	Number of Guests Surveyed 2011	2011 Percentage	2010 Percentage
Derby	2,903	38.38%	24.97%
Sedgwick County (not including Derby Residents)	3,054	40.38%	51.27%
In state not Sedgwick County	1,197	15.82%	18.05%
Out of State	409	5.41%	5.70%
	7,563	100.00%	100.00%

After Hours Rentals: Rental reservations began January 2. Of the 30 available after hours rental dates, 25 were reserved; with two being cancelled due to inclement weather. This compares to 19 rentals of 26 available dates in 2010. Of those 25 rentals, 16 were entire facility and 9 were Shallow/Lazy River rentals.

Cost: Entire Facility Rental \$1,200 / (\$1 per person over 750)
 Shallow Pool and Lazy River \$800
 Shallow Play Pool \$600
 Lap Pool \$400

Time: Fridays, Saturday & Sundays 7:45pm – 9:30pm

Otter Parties:

Shelter rentals during regular hours of operation: Patrons rent shelters for events such as Birthday Parties. There were a total of 82 rentals scheduled in the shelters in 2011 (80 in 2010). Out of the 79 days we were open to the public we had rentals 34 days.

Otter Party: Monday – Thursday: \$110
Friday – Sunday: \$120
Includes a one-hour shelter rental and all-day passes for 10.
Additional passes cost \$8.00

Super Otter Party: Monday – Thursday : \$160
Friday – Sunday : \$170
Includes a one-hour shelter rental and all-day passes for 20.
Additional passes cost \$7.00

Shelter Rental: Monday – Thursday \$40; one hour shelter rental
Friday – Sunday \$50; one hour shelter rental



2011 ROCK RIVER RAPIDS HIGHLIGHTS

Opening day, 8th year of operation, Monday, May 30, was an overcast day with a high of 80 degrees. Six hundred and ninety-nine guests attended the park.

Aquatic Professionals included Darcie Parkhurst, DRC Aquatic and Fitness Facility Director, Kathy Zech, DRC Aquatic Facility Coordinator and Tonya Sullivan, DRC Aquatic Program Coordinator.

Managers returning for another season at Rock River Rapids were Kim Drake, Abby Thrash, Samantha Wike, Amanda Jolly and Rachel Haney. We added 4 new managers this year: Cassandra Ward, Jamie Edwards, Brianna Witsman and Tyson Yager.

Rock River Rapids hired 122 total staff, 60 lifeguards and 14 guest services/cashiers returned from previous seasons. Season to season continuity greatly improves safety and customer service at the park. Additionally, 27 lifeguards, 5 guest services/cashiers and 4 maintenance staff were hired to round out the entire staff. All lifeguard staff are required to be certified American Red Cross Waterpark Lifeguard and hold certifications in First Aid, CPR/PR, and AED. The guest services/cashier staff were required to have CPR/PR, First Aid and AED training. Weekly aquatic staff meetings were held to ensure safety and proper enforcement of rules and regulations.



All lifeguard staff are required to be certified American Red Cross Waterpark Lifeguard and hold certifications in First Aid, CPR/PR, and AED. The guest services/cashier staff were required to have CPR/PR, First Aid and AED training. Weekly aquatic staff meetings were held to ensure safety and proper enforcement of rules and regulations.

Preseason Emergency Action Plan Training occurred on Sunday, May 29. All season pass holders as well as City of Derby, USD 260 and DRC employees and their families were invited to participate. One hundred and twenty four people showed up and enjoyed the day swimming and watching the staff perform mock rescues and drills.



Lifeguards made 240 water rescues throughout the summer and the park experienced no major injuries.

The Aquatic Examiner Service is available to any facility that has American Red Cross Certified staff. The Reno County American Red Cross Chapter received a grant to perform these services at select facilities this year free of charge. RRR was invited to participate and accepted. Without the grant, RRR would pay \$300 for this service. The on-site evaluation during operating hours

reviewed safety postings, equipment and overall operation. It also included an evaluation of the lifeguards. American Red Cross personnel observed lifeguards as they performed surveillance and rotations. ARC staff video-taped select staff. Swimming and CPR skills were also checked on a sample of the staff. The on-site evaluation was unannounced and occurred on August 11. Myles Stroud, Shelbi Carpenter whom are both veteran guards and Sam Pinkerton a rookie 15 year old guard, were the three staff members evaluated. All three did a great job and passed their objectives during the evaluation.

On-Site Police Officers assisted Rock River Rapids staff at the park again this summer. Safety is improved due to the officer's abilities to defuse situations before they became more serious. The officers are critical to providing a safe family friendly environment at the park.



The Aqua Shocks Swim Club held a 3 day meet on June 10th, 11th, and 12th. Three hundred and fifty three swimmers participated in the swim meet this year, making it the largest meet yet. Each day over 600 participants and spectators attended.

The Derby Dolphins Swim Club had over 90 swimmers on their team this year. Rock River Rapids hosted three evening meets in the lap pool; June 2nd (Enter Squad), June 14th, June 28th and July 12th.

American Red Cross Learn to Swim Programs were taught at Rock River Rapids again this summer. Participation for 2011 was 547. Staff taught levels 1-6 during the summer.

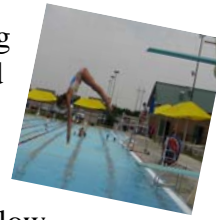


One hundred and twenty two kids were enrolled in this summer's Oaklawn/Cooper Swim Lesson program. Participants from Oaklawn received transportation to and from swim lessons.

Scholarships were available for swim lessons. Our swim lesson staff consisted of 21 water safety instructors and a swim lesson coordinator. Lessons were held Monday thru Thursday mornings at 9:00-9:50, 10:00-10:50 and 11:00-11:50.

Water Aerobic classes at Rock River Rapids continue to expand each year due to high demand. River Running continues to be one of the most popular classes. Rock River Rapids has worked to add to the diversity of classes and locations that are used. We offered; Zumba, H2O Boot Camp and numerous River Running class in both the morning and evening. River Pump-n-Power is a high intensity class that utilized the lazy river and various other locations at Rock River Rapids. The majority of the classes were held in the Lazy River working with and against the current. Our 5 instructors taught 599 participants over the course of the summer. (247 in 2010)

Advanced and Beginner Diving was taught during sessions this summer. The park offered beginning and advanced instruction on both the one and three meter boards for 14 total participants.



Special Populations Swim was held in the shallow pool every Thursday morning from 11:30am -12:30pm. Organizations that serve those with varying levels of disabilities bring their participants for an opportunity to enjoy the water park experience without the distraction of large crowds. Some of the organizations who took advantage of this exclusive no-cost opportunity included YESS, KETCH and Heartspring. This dedicated swim time continues to increase in attendance each year, with participants of 1,912 for 2011 (1,494 in 2010).

Tot Time Exploration (NEW)

This new program enabled parents or other adults to bring small children to the pool to swim without all the big kids around. The shallow pool was available from 11:00am-12:30pm every Saturday and three Wednesdays throughout the summer. When Rock River Rapids opened to the public at 12:30, they were able to stay and swim! This activity was restricted to children 5 years old and younger, and they had to be accompanied by an adult 16 years or older at all times. Ratio was 2 children per adult and regular admission was required.



5 After 5 (NEW)

Patrons were able to swim for \$5.00 each Monday – Thursday after 5:00pm.

Tot Time and 5 After 5 admission numbers

Season	2011
5 After 5 Adult	1,596
5 After 5 Toddler	189
5 After 5 Youth	1,420
Tot Time Season Pass	109
Tot Time Youth (ages 3-5)	103
Tot Time Toddler (2 and younger)	141
Tot Time Adult	254

The World's Largest Swimming Lesson was held for the second time Tuesday, June 14. We had 177 participants of all ages. At 10:00 am, Central Standard Time, 400 Aquatic Facilities across 14 countries around the world participated in the World's Largest Swimming Lesson. They achieved their goal of a new Guinness World Record with 21,751 participants. The event was designed to build awareness of the vital importance of teaching children to swim in order to help prevent drowning.



The Rock River Rapids 500 was held for the fourth year in the afternoon of July 13th. Styrofoam cars were purchased and decorated by participants and the cars were released into the Lazy River. Winners were chosen after the cars completed one lap around the river. We had 99 people participate, (61 in 2010). Prizes were given to the fastest three cars, best decorated cars, and door prizes were given throughout the event. Prizes were donated by various sponsors: Hobby Town, Target and The Market Place.



McConnell Air Force Day was held on Thursday, July 21st. Military members and their families enjoyed Rock River Rapids for free and it was an honor to provide those families some much deserved fun and relaxation. Seven hundred and seven (707) military personnel and their families participated.

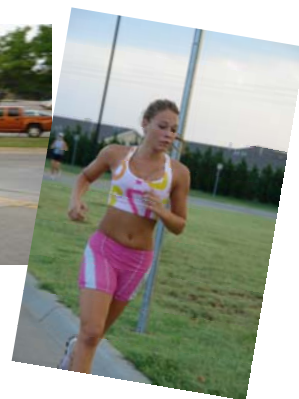
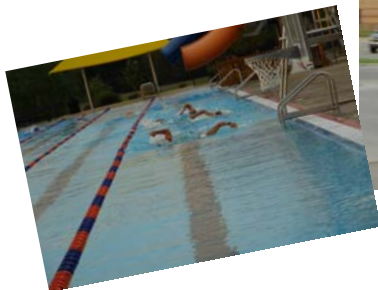
National Night Out was held at Rock River Rapids for the seventh year on Monday, August 2th. The facility remained open until 9:00pm for anyone who wanted to attend. We did not shut down the facility prior to National Night Out beginning, but a count was started at 6:00pm with 448 patrons entering the facility to swim, (475 in 2010). Other activities were going on in the parking lot such as Kid I.D.'s, a bicycle rodeo and more. The free ice cream was a big hit.



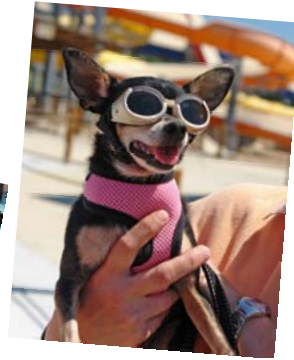
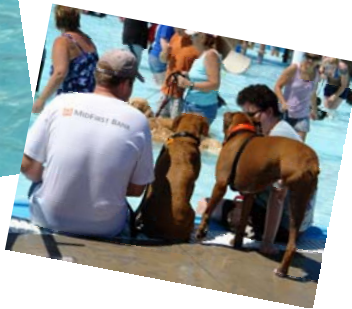
Concerts were held on two separate dates this year. Auburn performed on Friday July 22 and on Tuesday, August 12th our last day of the season we hosted a concert for Stars Go Dim.



Rock N' Route Triathlon was held on August 7th, 2011. Two hundred and thirty athletes competed in a 400 meter swim in the lap pool, a 14 mile bike, and a 5k run through High Park. Participants received event bags with goodies and coupons from sponsors as well as an event t-shirt. The event was chip-timed by D & G Road Racing. Some 50+ volunteers helped make this a very successful event. Walmart, SPECS, Mid-States Fitness Equipment, Gage Chiropractic Care, Pizza Hut, Blockbuster, Taco Time, Dillions, Arby's, Wendy's, Body Worx P.T., Sonic, Road ID, Great Harvest Bread, First Gear, XTERRA, Bicycle X-Change, KS River Valley Tri Club, Derby Running Club, City of Derby A.C.E. grant, and Another Dimension DJ Service were sponsors for this event. This was a wonderful event that highlighted the Rock River Rapids Aquatic Park and what the City of Derby has to offer.



The Pooch Pool Party was held on August 20, 2011, for the fourth year. After the last “human” day of the season pool had closed for the season, canine friends both big and small were invited to attend. Chemicals in the water are adjusted "for a different breed of swimmer". We had 242 dogs participate. Doggie Bags were given out to the first 200 dogs. Door prizes were given throughout the event as well as prizes for biggest dog, smallest dog, and best dressed dog, cutest dog, and hairiest dog. Various prizes were donated by businesses: Tanglewood Veterinary Clinic, El Paso Animal Clinic, Branstetter & Sparks Optometrists, Rainbow Valley Veterinary Clinic, Chisholm Creek Pet Resort, Dillon’s Marketplace, Petland, PETCO, Diggin’ Inn Pet Resort, and Hill’s Pet Nutrition, Inc. A photo area was set up for owners who wished to have pictures taken of their dog enjoying the day at the pool! Photos were taken by Walgreen’s and owners could pick up their free 4x6 photo at the store the following day.



Rock River Rapids-Weather Report

The table below shows the number of hours lost due to inclement weather for the 2011 Season.

DATE	POOL STATUS	DOWN HOURS
June 16th	Opened at 3pm	4
June 20th	Closed at 5:45pm	1.75
June 23 rd	Closed at 4pm	3
July 2 nd	Closed at 4:30pm	2.5
July 3 rd	Closed at 3:30pm	3.5
July 12 th	Closed at 4:30pm	2.5
July 24 th	Closed at 3pm	4
July 29 th	Closed at 3pm	4
July 31 st	Closed at 4:30pm	2.5
August 10 th	Opened at 3pm	4
TOTAL		31.75

Number of	
Days in Season	79(592.5 hours)
Days Closed	0
Days Closed Early	8
Days Opened Late	2

Month	Avg. Temp.	Below 80	Days in 90	Days in 100
May	88	0	1	0
June	98	0	22	6
July	102	0	8	23
August	99	0	7	7

ROCK RIVER RAPIDS ATTENDANCE REPORT 2011

DATE	DAILY Admissions	SPECIAL POPULATIONS	SWIM LESSONS	WATER AEROBICS	SWIM CLUBS	RENTALS	TOTAL
MAY							
1st 2 days	1,409						1,409
JUNE							
Week 1	2,815	198			293		3,306
Week 2	7,035	303			317		7,655
Week 3	5,996	0	1,848		191	961	8,996
Week 4	7,281	240			341	1,109	8,971
Week 5	8,173	209	863	1,809	474		11,528
JULY							
Week 1	7,868	293			199	671	9,031
Week 2	7,938	259			288	765	9,250
Week 3	10,794	286	639		129	1,607	13,455
Week4	7,486	29		1,616	83	1,330	10,544
Week 5 (2 days)	2,918					957	3,875
AUGUST							
Week 1 (5 days)	5,067	48	687			1,036	6,838
Week 2	5,735	47				949	6,731
Four days 13-16	4,017						4,017
TOTAL	84,532	1,912	4,283	3,425	2,315	9,385	105,852
2010 totals	85,392	1,494	4,165	1,404	3,256	6,623	103,778

Rock River Rapids
Profit & Loss Statement
January 2011 – September 2011

Revenue – Rock River Rapids

Season Passes	90,276.87
Admission Adult	211,199.50
Admission Youth	243,462.00
Discount Groups	35,054.00
Rentals-After Hours	22,175.00
Otter Party	12,265.00
Swim Team	5,818.00
Lessons	12,345.00
Fitness	10,189.30
Other	806.00
Marketing	22,815.00
Gift Shop	9,865.80
City Fund	50,000.00
TOTAL REVENUES	726,271.47

Expenses – Rock River Rapids

Salaries	248,384.02
Chemicals	49,504.47
Utilities	70,381.38
Equipment	24,095.99
Facility Supplies	10,379.09
Uniforms	8,291.81
Contracted Services	3,361.92
Training	5,437.72
FICA	19,001.37
Unemployment Insurance	248.38
Worker's Compensation	3,030.28
Other	1,875.52
Marketing	19,751.32
Gift Shop	6,314.36
TOTAL EXPENDITURE	470,075.93

Rev. over (Exp.)	256,195.54
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*Expenses will be incurred throughout the year for Rock River Rapids.
The above information covers a period of 9 months (January 2011-September 2011)

Annual Comparisons

Season	2009	2010	2011
Season Length (Days)	84	77	79
Weather Closing Hours	36	40.25	31.75
Season Passes Sold	1,478	1,594	1,771
Total Attendance	97,208	103,778	105,852
Daily Avg. Attendance	1,157	1,348	1,340
Revenue	\$671,009.90	\$688,618.08	\$726,271.47
Expenditures	\$431,394.15	\$420,344.98	\$470,075.93
Rev. over (Exp.)	\$239,615.75	\$268,273.10	\$256,195.54



MEMORANDUM

TO: DRC BOARD MEMBERS

FROM: Chris Drum, Assistant Director of Facilities

DATE: October 5, 2011

RE: PURCHASE REQUEST – OAC Gym Furnaces

Staff is proposing the installation of four new furnaces in the OAC gymnasium. There are currently four furnaces in the gymnasium. However, only three of the furnaces are operational. The three existing furnaces are approximately 25 years old and are only 60% efficient. During the cold winter months, these furnaces struggle to warm the gym resulting in continuous run time.

Staff has acquired bids for four new Carrier 80% efficient furnace units with 154,000 BTU input. Additional modifications were specified for bids which include: installation of new filter racks, duct transitions for supply, return and outside air duct work with dampers and a double wall flue from the furnace to the existing flue pipe.

The following bids were received:

Comfort Systems -	\$10,859.00
Kruse Corporation -	\$11,623.00
Five Star Mechanical -	\$15,207.00

Staff would like to recommend Kruse Corporation for this project. Kruse has done reputable work for the DRC in the past and installed all HVAC equipment at the OAC during construction.

LINE ITEM	BUDGETED	EXP TO DATE	BALANCE
OAC Capital Improvement	\$57,500.00	\$798.20	\$56,701.80



MEMORANDUM

TO: DRC BOARD MEMBERS

FROM: Chris Drum, Assistant Director of Facilities

DATE: October 4, 2011

RE: PURCHASE REQUEST – Used Bus

The DRC currently owns two 66 passenger busses that are used for a variety of activities throughout the year. Since June 2011, the 1989 white bus has been non-operational due to necessary repairs. We would like to propose replacing the white bus with a newer, more reliable bus.

Staff has drafted specifications for a used bus that will meet the needs of the DRC. Upon receiving bids that will meet or exceed the specifications, we are seeking approval to purchase a bus that will best fit our needs and not exceed the budgeted \$30,000.

Staff intends to put the white bus up for sale.

LINE ITEM	BUDGETED	EXP TO DATE	BALANCE
General Operating - Bus	\$30,300	\$2,579.50	\$27,720.50



Derby Recreation Commission,

Thank You. Just loved the parks passport. It was so handy describing the parks and activities that we had never been too. The parks were clean, safe and fun to visit.

The grand kids loved the visits and playing in them. They were really surprised with the backpack filled with items they could play with.

I know it took a lot of time and work to come up with this idea but it was worth it. Thank You to all, for all that time and hard work.

I hope a lot of people took the time to enjoy our wonderful parks.

Thank You again

May Lee Mills

Thank you for donating to Consumption Junction!

Annual Auction and Food Fest

Hosted by the Derby Chamber of Commerce

October 20, 2011 6:00 - 9:00 pm

Mattox Arena: 4418 E. 83rd St. South

We appreciate your support in this annual event and are excited to say that Consumption Junction would not be possible without donations like yours. The funds raised from this event help the Derby Chamber to support and grow area business, welcome and guide new residents of Derby and contribute to programs that ultimately improve quality of life for our community.

Your donation is giving your business exposure!

- View the list of donations at www.derbychamber.com
- Watch for the donation listing in the Derby Informer
- Attend the event and see your donation listed in the event program

You can attend this event by contacting the Chamber office at 788-3421 and reserving your tickets.

Individual tickets are \$20 in advance or \$25 at the door or reserve a VIP table of eight for \$200.

Thank you for your support!

Consumption Junction Committee