



Park & Recreation Department Monthly Report

April, 2015

Jim Attanucci
Park & Recreation Director

April

Meetings

- Civic Center/ Budget Blinds – Drapes and Blinds
- Playground/ Pat Hein – Playground, Community Build
- Parks & Rec Meeting
- Civic Center / Weida Designs – Upgrades to building
- Joe Kozarian/Use of Auditorium – For Back up for Concerts
- Dek Hockey/Residents/Jim Carbonara – Attempting to start a Brentwood League
- Participated in Staff Meeting
- Brentwood Dukes/

Permits & Facility Rentals

- Reviewed and approved facility rental requests
- Reviewed Facility Permit Application
- Started the revisions to the application forms
- Deposits
- Updated field time for BAA and BSA
- Posted facility use on Boro Calendar

Programming

- Entered into agreement with Tiffany Joyce for P90X classes
- Continued to work on plans for Dek Hockey
- Created sign and posters for Dek Hockey

- Paid fitness instructors.
- Worked on Concert in the Park Series
 - Completed contract with Tres Lads, Refuge and Rivertrail
 - Researched electrical needs for concert
 - Ordered and received stage for concert
 - Created and distributed flyers for Concert

Playground

- Developing relations with groups and individuals to participate in community build.
- Requested and received letter of commitment from BPI for \$50,000.00 contribution to playground
- Received additional discounts from Pete Jeffrey and Associates on the playground equipment

Advertising and Sponsorship

- Working on updates to the advertising request form

Public Relations

- Continued communication with all contracted accounts.