



Park & Recreation Department Monthly Report

September 2015

Jim Attanucci
Park & Recreation Director



Park & Recreation Department Weekly Report

August 27 – September 3, 2015

Jim Attanucci
Park & Recreation Director

August 27 – September 3

Meetings

- Meeting was held at the location of the new playground with Pete Jeffrey's and Vitale to review the site preparation for the playground and to review the plans for the delivery of the equipment and plans for the community build.

Permits & Facility Rentals

- Accepted new applications for permits and facility rentals
- Processed and approved requests for permits and facilities
- Processed deposits
- Entered permit usage and rentals on Google Calendar
- Continue to develop proposed edits to the facility request form for Councils review

Programming

- Signs for the Brentwood Recreation Programs have been ordered along with individual signs for the Zumba and P90X classes.
- A flyer has been developed for the adult dek hockey league and will be distributed throughout the community. The flyer will also be posted on twitter and hopefully some hockey web sites
- A flyer has also been made for all the Jump Start Sports programs, Story time soccer program, Zumba classes, P90X classes, and adult dek hockey league.
- The program flyer will be distributed at all the Brentwood and Baldwin Whitehall elementary and middle schools. The flyer has been posted on Twitter and the programs will be advertised in the South Hills Record



THE BOROUGH OF BRENTWOOD

MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD

PITTSBURGH, PA 15227-3199

Office 412-884-1500 FAX 412-884-1911

www.brentwoodboro.com

Brentwood Parks & Recreation

Presents

Adult Dek Hockey League

- Team registration fee - **\$700 per team** - checks made payable to Brentwood Borough
- Each team will play 10 games! (9 + playoffs)
- Games will be played at Brentwood Dek Hockey Rink - 3 periods of 15 minutes each with a running clock (shootout after tie)
- Games will be played with a ball
- Games will be 5 on 5 with delayed off sides
- Players must wear gloves and shin pads (under 18 must wear a helmet)
- Teams must have two matching jerseys (one dark and one light)
- Teams must be signed up and paid in full by **September 22nd**, games start **September 28th**
- **Payments** (checks payable to Brentwood Borough) along with your **team name, roster, and contact person** (e-mail and cell) should be mailed to Brentwood Borough - 3624 Brownsville Road - Pittsburgh, PA 15227 attention Parks & Recreation Director
- Direct questions to Jim Attanucci jattanucci@brentwoodboro.com or James Carbonara jcarbonara66@gmail.com



Brentwood / Baldwin Recreation 2015 Fall Programs



YOUTH PROGRAMS



T-Birds - T-Ball Program [Baldwin]



T-Birds T-Ball is a fun and highly instructional introduction to baseball/softball for 3-5 year old boys and girls. In each session, players learn the basics of throwing, catching, fielding, batting, and base running, and then apply what they have learned in fun, non-competitive games.

When: Tuesdays: 9/15 – 10/20

Where: Baldwin Revo Field

Ages: 3-5 (5:30 pm – 6:30 pm)

Fee: Brentwood/Baldwin Residents: \$65.00 Non-Residents: \$70.00 (includes a shirt and MLB hat)



Little Hoop Stars Basketball [Baldwin]



Instruction focuses on the most basic aspects of dribbling, passing, shooting, rebounding, and defense. Creative and fun drills are utilized.

When: Saturdays: 9/19 – 10/24

Where: Baldwin Basketball Court

Ages: 3-5 (9 am – 10 am) Ages: 6-10 (10 am – 11 am)

Fee: Brentwood/Baldwin Residents: \$65.00 Non-Residents: \$70.00 (includes a shirt)



Little Hoop Stars Basketball [Brentwood]



Instruction focuses on the most basic aspects of dribbling, passing, shooting, rebounding, and defense. Creative and fun drills are utilized.

When: Thursdays: 9/17 – 10/22

Where: Brentwood Park Basketball Court

Ages: 3-5 (6 pm – 7 pm) Ages: 6-10 (7 pm – 8 pm)

Fee: Brentwood/Baldwin Residents: \$65.00 Non-Residents: \$70.00 (includes a shirt)



Little Penguins Dek Hockey Program [Brentwood]



Players ages 3-13 are taught forehand and backhand passing and trapping, stick handling, shooting, defending, and goal keeping. Then they play fun, low competition games to help them learn team concepts.

When: Thursdays: 9/17 – 10/21

Where: Brentwood Park Dek Hockey Rink

Ages: 3-5 (5:30 pm – 6:30 pm) Ages: 6-9 (6:30 pm – 7:30 pm) Ages: 10-13 (7:30 pm – 8:30 pm)

Fee: Brentwood/Baldwin Residents: \$65.00 Non-Residents: \$70.00 (includes a shirt)



Brentwood / Baldwin Recreation 2015 Fall Programs



[Brentwood]

Little Aces Tennis is a fun, interactive program for young tennis players. The Little Aces Tennis Program will pique your child's curiosity, and provide him or her with a good foundation for participation in the sport.

When: Saturdays: 9/19 – 10/24

Where: Brentwood Park Tennis Court

Ages: 3-5 (9 am – 10 am) Ages: 6-9 (10 am – 11 am) Ages: 10-13 (11 am – 12 pm)

Fee: Brentwood/Baldwin Residents: \$65.00 Non-Residents: \$70.00 (includes a shirt)



Happy Feet "Story Time with a Soccer Ball" [Baldwin]



"Story time with a soccer ball," engages children in a fun, weekly activity committed to helping them form healthy exercise habits by using the world's most popular sport...soccer!

When: Fridays: 9/18 – 10/23

Where: Baldwin Municipal Building

Ages: 3-5 (12:30 pm – 1 pm)

Fee: Brentwood/Baldwin Residents: \$65.00 Non-Residents: \$70.00

ADULT PROGRAMS



By Shewna Shannon

Brentwood Civic Center

Mondays and Wednesdays at 7:15 pm



By Tiffany Joyce

Brentwood Civic Center

Tuesdays 7:00 pm and Saturdays at 9:00 am

Now Forming...

Adult Dek Hockey League



By James Carbonara

Register by - September 22, 2015

Direct questions to:

James Carbonara - jcarbonara86@gmail.com

To register for programs visit

www.brentwoodboro.recdesk.com

For additional information email or call



Chris Kaminaki - CKaminaki@JumpStartSports.com or call 970-556-3651



Alyssa D'Egidio - alyssa@plsausa.com or call 412-820-4810



Brentwood Borough Recreation Director

Jim Attanucci - jattanucci@brentwoodboro.com or call 412-884-1500 ext. 135

Concession Stand

- Ordered and received product
- Shopped and picked up product
- Deposited Concession Stand Income
- Scheduled employees
- Large concessions run by the Brentwood Dukes experienced problems with the heaters being on and exhaust fans being off.
- The thermostat also needs repaired

Swimming Pool

- Deposited pool income
- Scheduled employees
- Monitored activities
- Pool party was held by Elroy PTA

Playground Update

- Excavation continues at the site of the new playground
- Tools for the community build are being provided by public works, volunteers from the build team, the Brentwood Athletic Association (BAA), donations from Home Depot, and small purchases.
- In addition to the food team headed by the BPI the BAA has donated bottle water, Gatorade, and bottled soft drinks.
- The playground equipment is being delivered Tuesday September 8
- The drilling of the holes and setting the posts in concrete will begin Wednesday September
- A second meeting with team leaders may take place before the build.

Scoreboard

- Public works has been testing scoreboard and it is operating fine.

Park

- Community fall programs are in full swing. They include Football, Soccer and Baseball, Softball, and T-Ball
- The surrounding areas of the baseball fields need trimmed and cleaned up
- Preparations continue at the site of the new playground
- Portable fencing for grilling and VIP area was delivered



Park & Recreation Department Weekly Report

September 4 – September 10, 2015

**Jim Attanucci
Park & Recreation Director**

September 4 – September 10

Meetings

- Playground meeting with Community build team leaders to prepare for the build.
- Met with Pete Jeffrey's for final playground plans

Permits & Facility Rentals

- Accepted new applications for permits and facility rentals
- Processed and approved requests for permits and facilities
- Processed deposits
- Entered permit usage and rentals on Google Calendar
- Continue to develop proposed edits to the facility request form for Councils review

Programming

- Program flyers have been distributed at all the Brentwood elementary and middle schools and to the Baldwin Whitehall elementary schools. The flyer has been posted on Twitter and the programs will be advertised in the South Hills Record

Concession Stand

- Ordered and received product
- Shopped and picked up product
- Deposited Concession Stand Income
- Scheduled employees
- Started season ending clean up

Swimming Pool

- Deposited pool income
- Scheduled employees
- Monitored activities
- Labor Day was last day for the 2015 pool season
- Dormont pool opens their pool up to dogs on Labor Day and they donate half of the revenue to animal shelters- a number of people have asked me if we could follow their lead on this and attempt to do it next year

Playground Update

- The playground equipment was delivered Tuesday September 8
- The drilling of the holes and setting the posts in concrete began Wednesday September 9
- A second meeting with team leaders was held to prepare for the build.
- Donations have been requested and received prizes to be given throughout the build day via a free raffle
- T-Shirts have been purchased for the volunteers of the build day
- Invitations to participate or attend have been sent to Senator Brewster, Brentwood Council, Brentwood Building Employees
- The south hills record has been invited
- The three major television stations have been asked to cover the event
- Bob Hayes Photography will be on hand to take candid photos of the day
- Waiver has been prepared and is waiting on solicitors approval through the Borough Manager

Scoreboard

- Public works continued testing scoreboard and it is operating fine.

Park

- Grass has been mowed and trimmed
- Fence has been installed near the smaller ticket booth
- There has been an improvement with the cross over mats being rolled out and taken back in after practices
- Soccer nets have been found unattended on the football field and a remedy has been recommended



Park & Recreation Department Weekly Report

September 11 – September 17, 2015

**Jim Attanucci
Park & Recreation Director**

September 11 – September 17

Meetings

- Playground meeting with Community build team leaders to prepare for the build.
- Met with Borough Manager George and Borough Engineer Vitale in office and at playground site to discuss and make plans on grading and excavation that is needed and required for playground before safety surface can be poured. The meeting also consisted of developing plans for a wall to be built at the playground that would also double as a bench.
- Met with Borough Manager, Borough Engineer, and Pete Jeffrey's to review playground build, discuss pouring of safety surface, and then to review proposal on building a wall.

Permits & Facility Rentals

- Accepted new applications for permits and facility rentals
- Processed and approved requests for permits and facilities
- Processed deposits
- Entered permit usage and rentals on Google Calendar

Programming

- Brentwood/Baldwin Recreation fall flyers were delivered to Paynter Elementary school for distribution.
- Signs for Brentwood recreation information and for Zumba and P90X classes were made
- Signs are being placed in the park and throughout the community to promote our programs
- Thunderbird T-Ball through Jump Start Sports started on Tuesday September 15, at Revo Field in Baldwin
- Lil Penguins Dek Hockey through Jump Stat Sports started Wednesday September 16 at the Brentwood Dek Hockey Court

Concession Stand

- Continued closing procedures for the concession stand at the ticket booth
- Closing procedures include selling left over product, cleaning equipment, defrosting freezers, cleaning ticket booth, storing non perishable supplies etc.

Playground Update

- Continues preparations for the playground build
- Preparations included communicating with the team leaders from the various build and support teams
- Daily communication with Jeffrey Associates
- Obtaining and organizing the necessary tools
- Purchasing decorations
- Soliciting door prizes to be given to the volunteer workers
- Picking up the t-shirts that were given to the workers
- Providing press releases to the major TV networks and local newspaper
- Setting up the Civic Center with tables and chairs
- Decorating the Civic Center, Civic Center Deck Area, and Parking Lot
- Developing a playlist of music for build day
- Delivering supplies to the Civic Center for build day
- Created waiver to be signed by all volunteers on build day
- Presented waiver to Borough manager who forwarded to Borough Solicitor
- After modifications by solicitor waiver was printed

Playground Build Day

- The day started at 6:30 am as the rain continued from the previous day
- The rain did not deter the volunteer workers as many came early to help with the setup of the day
- Teams from the BPI, Brentwood Athletic Assoc., Brentwood Dukes, Brentwood Soccer Assoc., Brentwood Education Association, and Brentwood PALS
- Walk in help from the public was accepted and they were placed on a team
- Brentwood EMS was on hand to provide first aid
- After the teams arrived and gathered in the Civic Center opening remarks were made and a light breakfast was served.
- Breakfast consisted of Coffee, Tea, Orange Juice, and baked goods
- As the teams dispersed to their assigned areas the rain lessened to a slight drizzle and eventually stopped for several hours
- Employees of Jeffrey Associates guided the teams through the build process
- Music was played to enhance the festive atmosphere of the day
- Lunch was served in the Civic Center
- Lunch consisted of ham and turkey sandwich rings, potato salad, macaroni salad, green an fruit salad along with cookies and fudge brownies
- Door prizes were given throughout the day
- WPXI, WTAE, and the South Hills Record covered the event
- The news media coverage was very positive, upbeat and served the community well
- Bob Hayes Photography was on hand and took over fifty candid photos

- All components of the playground were built
- As the cleanup started the rain intensified

Opening remarks during build day breakfast



In spite of the rain the build begins



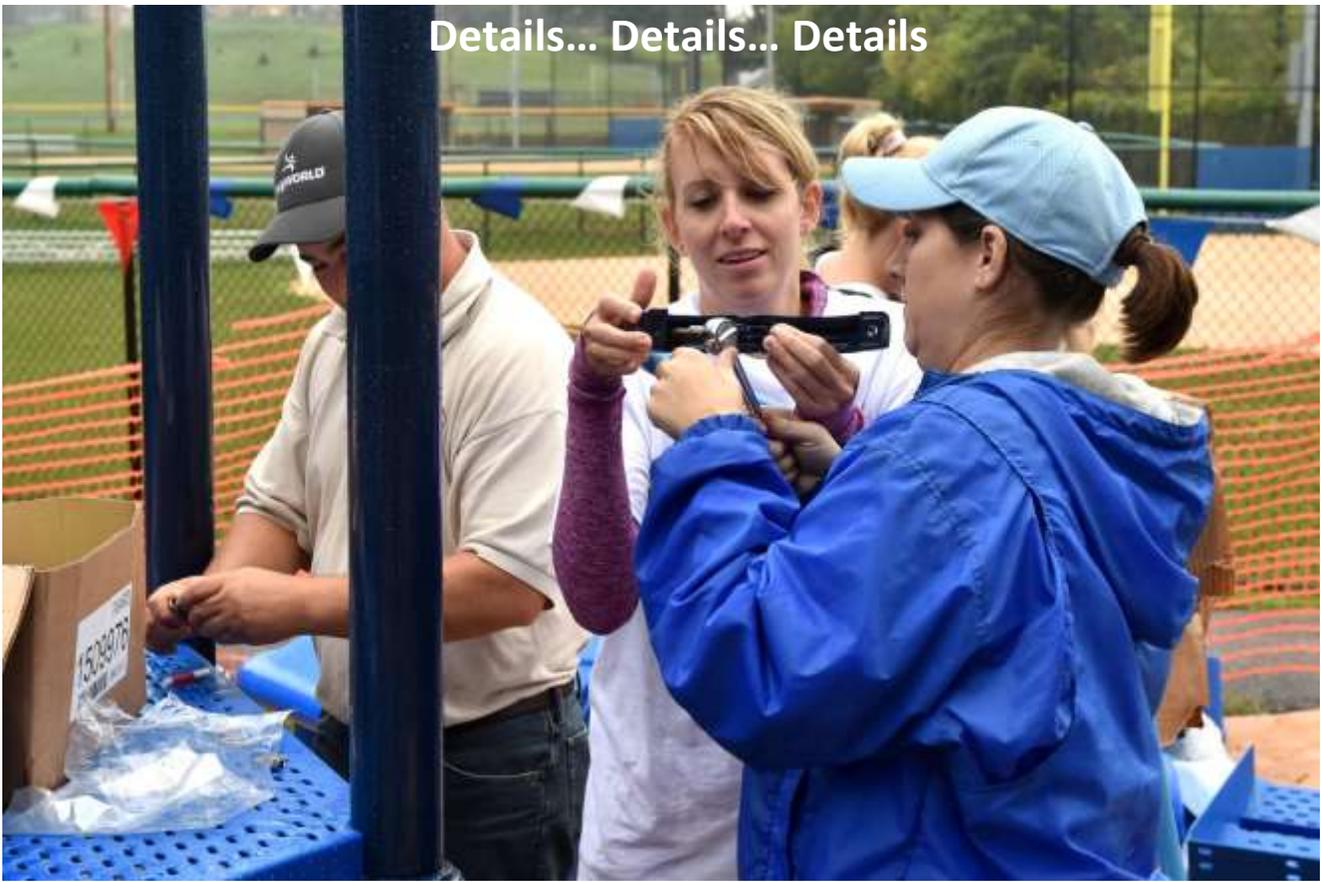
Team Work



Progress



Details... Details... Details



Building Bridges



Post Build

- Additional excavation and grading is taking place
- A wall to double as a bench has been suggested
- A poured safety surface will be installed
- Grand Opening is planned for October 17, 2015

PARK

- A walk through the park with the Borough Manager, Councilman Rich Schubert, Supt. Of Public Works and the Park & Recreation Director has been scheduled to identify areas of need and to assist in the preparation of the 2016 budget



Park & Recreation Department Weekly Report

September 25 – October 1, 2015

Jim Attanucci
Park & Recreation Director

September 25 – Oct 1

Meetings

- Office meeting with Borough Manager, Bob Mackewich, Vitale, and Ralph Costa concerning the wall at the Playground and the necessary prep work that is needed for the poured surface.
- Participated in the Joint Borough /School Board Meeting on Tuesday September 29, 2015.
- Second meeting with Brentwood resident and landscaper Tony Denk for ideas and quotes for landscaping around the playground area. Meeting included a visit to Chapon's Nursery.
- Met with Simpice Njoya concerning speed and agility classes and a weight loss program.
- Participated in conference call with EDS concerning Open Streets Day
- Met with representatives from Moore and Elroy PTA to make arrangements for them to use the Community Room for the their Halloween Dance
- Visits from others for use of facilities

Permits & Facility Rentals

- Accepted new applications for permits and facility rentals
- Processed and approved requests for permits and facilities
- Processed deposits
- Entered permit usage and rentals on Google Calendar
- Received requests from the Dukes and Soccer Association for additional field time
- Received updated rosters from the Brentwood Athletic Assoc., Brentwood Travel Baseball League, Brentwood Soccer and waiting to receive the same from the Brentwood Youth Football Club(Dukes)

Programming

- Accepted late registrations for the Lil Penguins Dek Hockey
- Working on winter and spring programming
- Considering trip to Oglebay for annual light show
- Participating in Open Streets Day with speed and agility and weight loss demos along with a hoop shoot.
- Creating article for the In Brentwood magazine
- Finalizing plans to announce speed and agility classes and considering a title change to strength and conditioning including speed and agility
- Considering using Groupon to advertise some Park and Recreation Programs
- Continues to distribute and displayed signs for the Brentwood Recreational Programs
- Developing plans to announce the first of what hopes to be an annual Haunted House at the Civic Center
- Provided poster signs for the BBOA Octoberfest

Concession Stand

- Continued closing procedures for the concession stand at the ticket booth
- Closing procedures include selling left over product, cleaning equipment, defrosting freezers, cleaning ticket booth, storing non perishable supplies etc.
- Returning equipment that was on loan from vendors
- Communicating with the Brentwood Dukes to respond to my request to meet to finalize Concession Stand Agreement

Playground Update

- Excavation and grading continued on the site of the playground
- Public Works is building a retaining wall at the Playground
- Ready to submit post build documents and survey for the KaBOOM Grant
- Ribbon cutting will be part of Open Streets Day on October 17, 2015

Civic Center

- Ordered 24 six ft. rectangular tables, 4 sixty inch round tables, 100 chairs, 3 table carts and 3 chair carts
- Shopped for curtains and price is considerably lower than quotes received from Budget Blinds
- Door knob and handle were replaced on small room
- Small room is being "cleaned out"
- Small room will be available for smaller meetings etc.
- Creating floor plan suggestions for renters

Current Tasks

- Brentwood Dukes Concession Stand Agreement
- Haunted House
 - Insurance
 - Props
- Open Streets
 - Girl Scouts
 - Speed and Agility Demo
 - Hoop Shoot
 - Stage and possible Sound System
 - EMS
 - Signage
 - Storm Drain Stencils and Painting
- Playground
 - Poured Surface
 - Landscaping
 - Planning ribbon cutting and grand opening ceremony
 - KaBoom Grant Close Out
- Day Trips
 - Oglebay