



MEMORANDUM

TO: Chuck Stifter, Director of Parks and Recreation

FROM: Aimee Peterson, Superintendent of Recreation

DATE: January 10, 2022

SUBJECT: Recreation Newsworthy

Winter Recreation program enrollment:

As of today, January 10, 2022 we have 1,975 participants enrolled in winter programs. This compares to 843 we had enrolled at this time last year.

Spring Recreation Program guide – and future publications:

Jan Clark, who recently retired, historically designed the recreation program guide. We moved the full guide Jan designed to an online digital platform in 2020. As we move to the future, staff researched and are implementing a new internal process and will have a full digital guide and the abbreviated mailer that will be designed together in two parts.

We have added an inexpensive module to our rec trac software that will allow us to configure and export data directly from rec trac allowing us to import narrative and data directly into our design software. This will eliminate the duplication of work that had currently been in practice.

The input and design will be a combined work effort which will include myself, Chalene Ward and Kiley Meyhoefer. I will continue to design the mailer which will be a part of the full digital guide. Chalene will input programs into Rec Trac and Kiley will export activities from Rec Trac as well as add in programs that have alternate registration. We are excited to launch this new cohesive design with our spring 2022 guide that will be distributed the week of February 14.

Outdoor Rinks

Outdoor rinks are open for the season. The outdoor rinks are open for use during park hours: 6 a.m. to 11 p.m. Rink supervisors will be on duty rotating sites during the following hours:

- Monday - Friday: 4 to 8:30 p.m.

- Saturdays and Sundays: Noon to 8:30 p.m.
- Holidays and non-school days: Noon to 8:30 p.m.

Upcoming Community Events:

Wonders of Winter – SAVE the Date February 5, 2021

We invite you to come celebrate all the wonderful outdoor activities that Minnesota has to offer during the winter! We'll be out at Central Park on Saturday, February 5 from 1 to 4 p.m. Enjoy free outdoor activities, including a scavenger hunt, large kite display, s'mores and more!