

**Stephanie Rawlings-Blake**  
Mayor  
Baltimore, MD 21202



Room 250  
City Hall

**CONFIDENTIAL AND PRIVILEGED  
MEMORANDUM:**

January 19, 2016



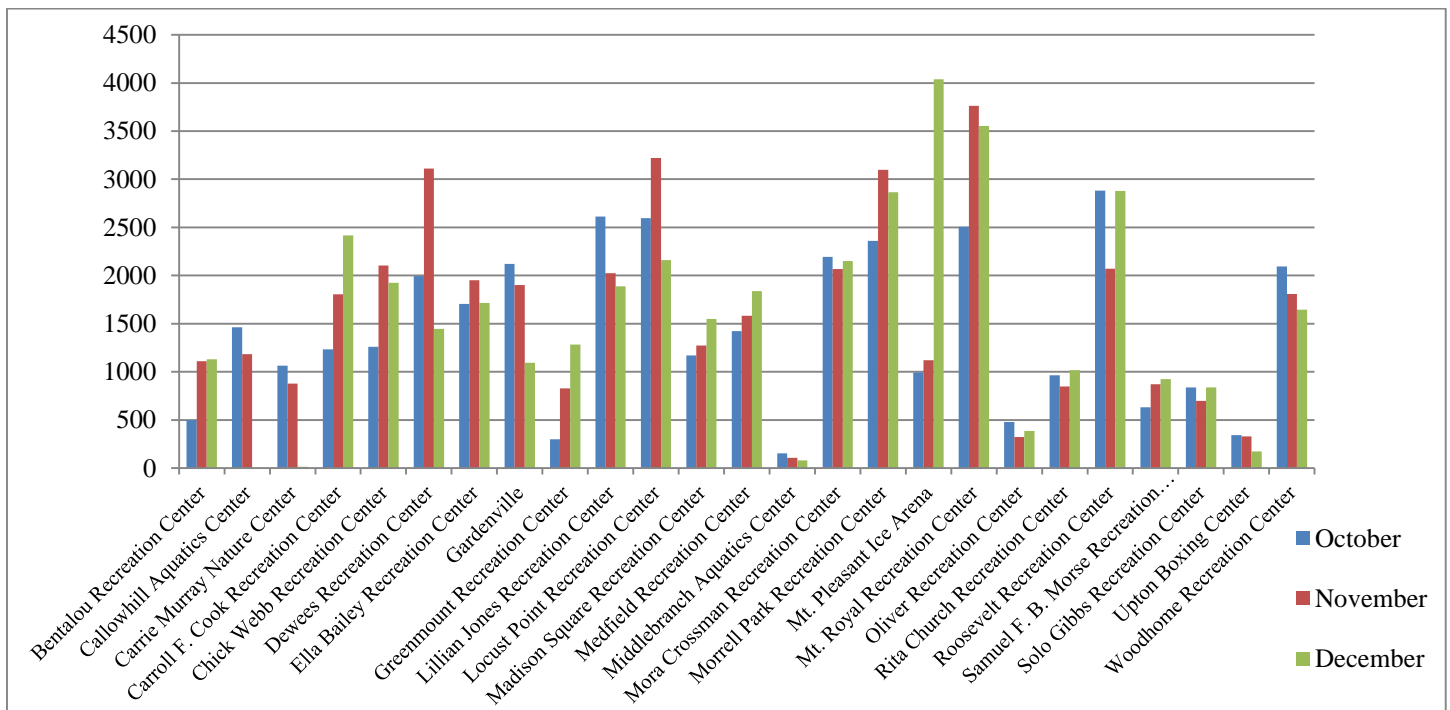
**TO:** The Honorable Mayor Stephanie Rawlings-Blake  
Chief of Staff Kaliope Parthemos  
Deputy Mayor Colin Tarbert  
CitiStat Director Sameer Sidh

**FROM:** CitiStat Team

**SUBJECT:** BCRP Meeting Summary

**Making Progress**

- **RecPro Dashboard.** The following chart shows the total number of visitor scans for each recreation facility for the months of October, November, and December. The specific sites that were highlighted at the last CitiStat for poor performance have rebounded. Those sites are Bentalou, Coldstream, and John Eager Howard. Most other sites either remain consistent with attendance or have improved over the three month span. As more sites are implemented with RecPro, more accurate attendance numbers will be reflected, as seen below.





- **Unique Visitors.** The following chart shows summarized RecPro data for all recreation facilities. A unique visitor refers to the number of unique individuals who visited one or more recreation facility at least once for the month. This metric is intended to help capture the total number of residents who use recreation facilities. Since July, there has been a steady increase in unique visitors to Recreation Facilities, indicating better reporting techniques.



**Snow Prep**

- **DOT Snow Prep.** Ahead of the winter storm scheduled for this weekend, DOT has been working with agencies across the city to hold dry runs through snow zones to become familiar with the current conditions of the roadways. The purpose of the dry runs is to ensure the safety of city employees during snow weather events. All city agencies, including Recreation and Parks, completed 100% of their dry runs.



**Needs Improvement**

- **RecPro Implementation Updates.** The Department is in the process of implementing the RecPro recreation management system to better manage recreation centers and special facilities throughout the City. The following table has been used to track the progress of the RecPro implementation project. Currently there are 35 fully operational sites, an increase of 3 sites from last month, with only a net gain of 8 for CY15. Additionally, CitiStat will follow-up in the coming months to ensure the project plan for the remaining 19 sites is completed by the end of the fiscal year.

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
<b>Total Sites</b>	56	56	56	56	56	56	56	56	56	56	56	56
Fully Operational Sites	27	27	27	27	29	29	29	29	27	29	32	35
Fully Trained	29	29	29	29	28	29	29	29	29	30	31	35
Sites Collecting Data	26	26	26	26	27	27	27	27	27	27	28	30

**December RecPro Notes:**

- **Started collecting data from Robert C. Marshall and Gardenville Rec Centers**
- **The lead staff member at James McHenry was trained on how to use RecPro, but was then moved to another location. RecPro Coordinator needs to train new lead staff member at James McHenry in order to collect data.**
- **Cecil Kirk was supposed to become operational, however an unidentified network issue has prevented the functionality of RecPro.**
- **Fred B Leidig Rec Center became RecPro operational and began collecting data.**