

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



Room 250  
City Hall

**CONFIDENTIAL AND PRIVILEGED  
MEMORANDUM:**

March 15, 2016



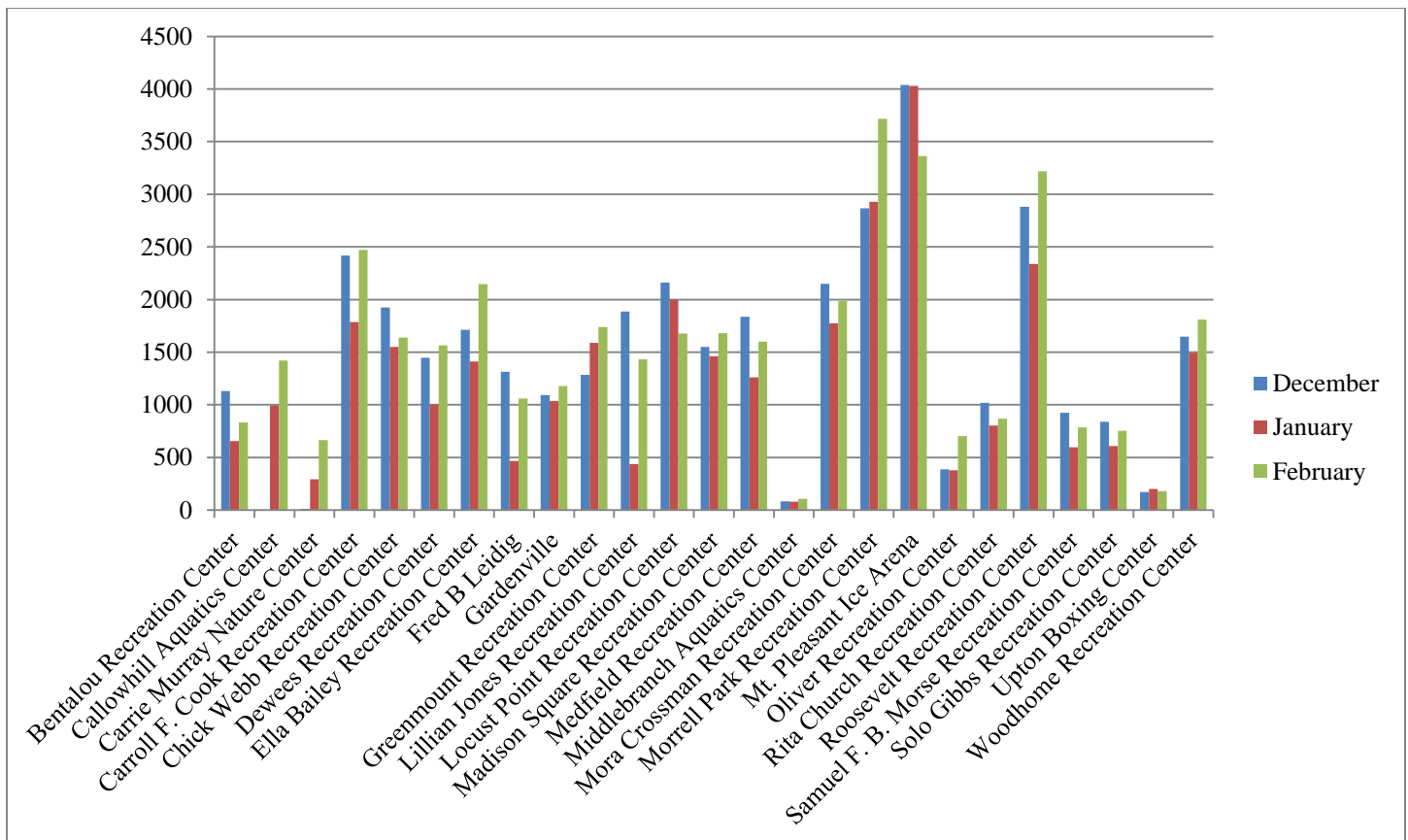
**TO:** The Honorable Mayor Stephanie Rawlings-Blake  
Chief of Staff Kaliopé Parthemós  
Deputy Mayor Colin Tarbert  
CitiStat Director Sameer Sidh

**FROM:** CitiStat Team

**SUBJECT:** BCRP Meeting Summary

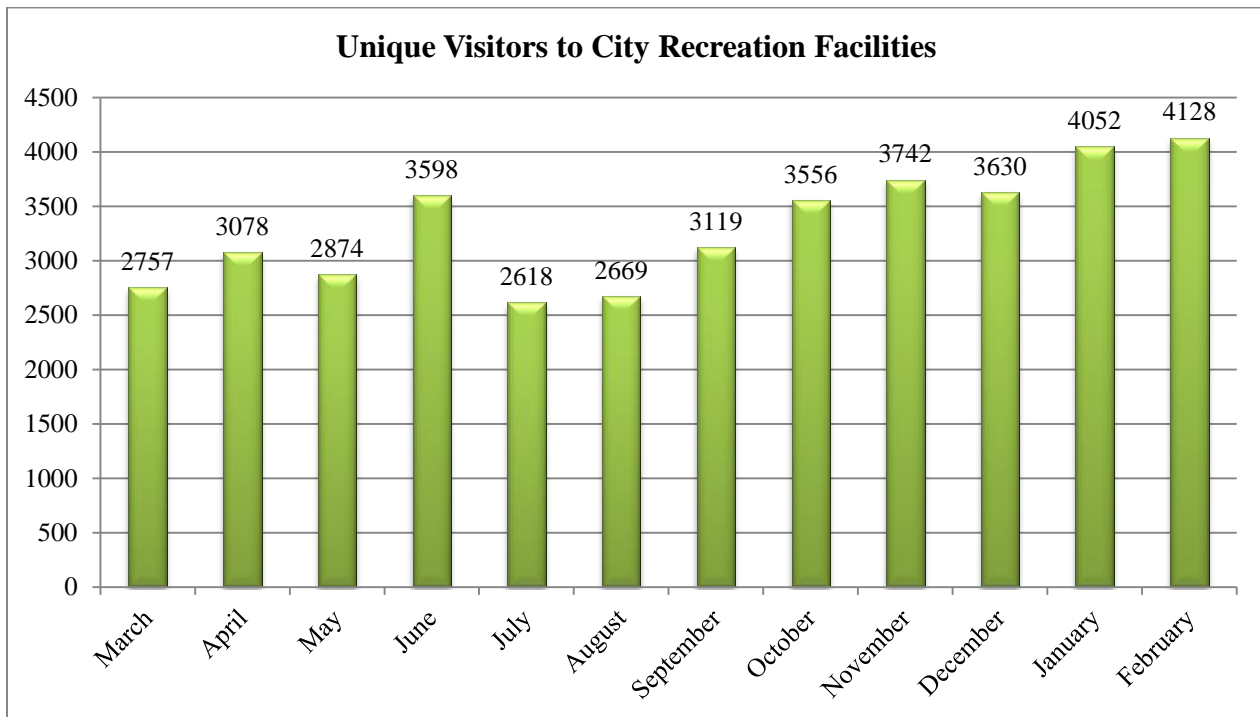
**Making Progress**

- **RecPro Dashboard.** The following chart shows the total number of visitor scans for each recreation facility for the months of December, January, and February. The specific sites that were highlighted at the last CitiStat for poor performance have rebounded. All other sites either remain consistent or have improved over the past few months. Better reporting techniques and an emphasis placed on training has resulted in the improvement of attendance numbers across the board.





- **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.





**Needs Improvement**

- **Vehicle Preventative Maintenance.** In order to ensure the longevity of newly purchased City vehicles and to reduce repair costs, City agencies are encouraged to strictly comply with preventative maintenance schedules established by the Department of General Services (DGS).
- In the past, many City agencies would avoid dropping vehicles off for preventative maintenance out of fear that the length of time needed to perform maintenance would hinder the agency’s operational capacity. DGS has committed to providing accurate estimates regarding the length of time a vehicle will be kept at the City’s fleet maintenance shop to complete preventative maintenance. Additionally, DGS has created a PM specific crew and made numerous changes to decrease the wait time.
- Below is a list of overdue vehicles for Recreation and Parks, with vehicles purchased under the master lease highlighted in yellow.

Description	Equip Number	Year, Make, Model	Pm Cycle Length	Days Late	Cycles Missed
DRP Administration	062254	2006 CHEVROLET COLORADO	6	371	2
DRP Administration	151967	2015 CHEVROLET EXPRESS VAN	4	132	1
DRP Forestry Division	152789	2015 FORD F-350 UTILITY	4	93	0.75
DRP Gwynns Falls Division	102907	2011 FORD F550 DUMP	4	108	0.75
DRP Horticulture Division	093036	2009 CHEVROLET Stake Body	4	95	0.75
DRP Patterson Division	071865	2006 LAND PRIDE TREKER	6	110	0.5
DRP Patterson Division	132903	2014 FORD F550 DUMP	4	99	0.75