



Parks Department Board Report

July 9, 2014 (for June)

Administrative Update

- 5-year Master Plan – We had the first workshop with HPG on June 12th – the meeting included Don Hodson, Pat Laughlin, Dan Smith, Gerald George, Josie Simison, Jennifer Thornell and Nikki Montembeault. The meeting was facilitated by Kate Love-Jacobson. During the meeting, goals for Workshop #1 were established and each were met. Three significant milestones that came out of Workshop #1 were identification of Township-wide core values, and the development of Vision and Mission Statements. Internal and External scans are scheduled to be conducted on July 31st.

Core Values: These values are determined to reflect the culture of the organization and expectation of demonstration by all township employees in carrying out their daily duties:

- *Integrity/Honesty*
- *Family*
- *Commitment*
- *Helpfulness*
- *Responsibility/Accountability*
- *Cooperation*

Vision Statement: This vision statement represents where Washington Township wants to be in the next three to five (3-5) years:

- *“Commitment to Community”*

Mission Statement: The township mission statement provides a roadmap to achieve the vision:

- *“The mission of Washington Township is to exhibit integrity of service with a*
- *commitment to provide:*
 - *Exemplary public safety*
 - *Inviting parks and recreational opportunities*
 - *Compassionate public assistance*
 - *Responsible historic preservation of cemeteries and other Township assets”*
- Don Hodson, Pat Laughlin, myself, Ryan Cannon, and Tom Klein all met to discuss the trail expansion project, in addition to coming together to ensure that for future projects that will involve the Park, that we can work amicably together to reach a desired mutual goal.
- Conducted Maintenance interviews without success in finding a candidate that is right to fill the weekend part-time position. I have been discussing with Don and Pat the position, and we are leaning towards hiring the part-time position in as someone who works one weekend day and works the remaining 16 hours two days throughout the week to assist maintenance. We will look to advertise for this position (again) as soon as possible and get this hired back up.

- I am serving on the Trails Construction Selection Committee – Town of Avon asked for me to serve as a person in this position to represent the Park/Township. A trail construction company was selected as a result of committee input (using a weighted scale) to complete Phase 2b and 4 which will both take place inside the Park.
- Working on the 2015 budget proposals in addition to a long-term Capital Improvements plan.

Community Outreach

- As a result of receiving the Platinum Level Sponsorship from IU West Hospital, we were able to provide a scholarship to one camper who wanted to participate in the summer camp as a “full-time” camper but her family could not financially support her wishes. In early discussions with IU West, Cathy and I talked of a mutual goal of being able to provide scholarship programs for campers – this is the first instance and it could not have been afforded to a better individual!

Events

- The first Concert for the Summer Concert Series in the Park occurred this month – attendance was low (as has been in the past) so we’re working through deciphering what the reason might be for that. We’re looking into other advertising avenues in addition to other items that might help attendance such as leaving the SplashPad on during the concert so that people are already in the lower part of the Park. There are two more concerts this summer – July and August and we’re looking forward to determining if they are worthy programs to hold in the Park or if there just isn’t a market for it in this community.
- Continue to host Insanity classes at the Pavilion Center Tuesday nights at 6pm and have added PiYo classes which follow the Insanity class beginning at 6:45pm. The attendance for these classes doubled at the Pavilion Center after the ad ran in the Flyer about the classes.
- The first 4 weeks (session 1) occurred during the month of June and already I have seen tremendous growth and heard great praise from the parents of the campers. We have been able to provide some structure to the camp which has put more responsibility upon the parents but we have been praised for the changes by those same parents. The counselors have done a great job of helping us to meet our goals and many have really surfaced as what I would call “shining stars”. We are lucky to have our staff and the children of the community to make this camp every bit of successful that it is and we look forward to seeing this camp grow in the future. We hope to use the processes established during summer camp to help us formulate additional camps such as Fall Break, Christmas Break and Spring Break camps. Enrollment each day has hovered on an average right around 46 (with a maximum of 50).

Maintenance Update

- Please see attached document detailing the breakdown of labor hours for the month of June.

Sum of Labor Hours		
Craft	Location	Total
Appliance Repair	Pavilion Center	1
Appliance Repair Total		1
Carpentry	Upper Park	11.25
Carpentry Total		11.25
Equipment Maintenance	Maintenance Area	6
Equipment Maintenance Total		6
Event Setup	Lower Park	1.5
	Maintenance Area	2
	Pavilion Center	47.75
Event Setup Total		51.25
Fence Repair	Lower Park	0.25
	Upper Park	0.75
Fence Repair Total		1
Grass Cutting	Cemeteries	54.5
	foreclosure/weed control	2
	Lower Park	53.5
	Pavilion Center	1
	Paw Park	2
	Upper Park	42.25
Grass Cutting Total		155.25
Housekeeping	Lower Park	40.5
	Maintenance Area	0.5
	Pavilion Center	17.25
	Paw Park	1
	Upper Park	51.05
Housekeeping Total		110.3
Landscaping	Lower Park	3.5
	Pavilion Center	9
Landscaping Total		12.5
Miscellaneous	Lower Park	17
	Maintenance Area	18.25
	Pavilion Center	1
	Upper Park	21.5
Miscellaneous Total		57.75
Playground	Upper Park	1
Playground Total		1
Sports Equipment	Upper Park	2.5
Sports Equipment Total		2.5
Tree Services	Upper Park	1
Tree Services Total		1
Vehicle Maintenance	Vehicles/Equipment	4
Vehicle Maintenance Total		4
Water Quality	Upper Park	1
Water Quality Total		1
Grand Total		415.8
Total Labor Hours		416

