



Parks Department Board Report

May 14, 2014 (for April)

Administrative Update

- 5-year Master Plan – HPG Network was chosen as the Strategic Planning entity and a contract has been drawn up to formally begin the process. The timeline is still expected to be prior to our December board meeting to ensure that the Board can approve it prior to the end of the year.
- Worked with April Wolcott, Camp Director, to hire our summer camp staff for the year. We have hired a new lead counselor who and thus far 5 other counselors to be on staff this summer. We are in discussion about the remaining applicants and will be making a decision in early May on the final open positions.
- Hired and trained 4 new Events Staff positions in preparation for the upcoming (and upon us!) busy rental season.
- Participated in a Department Head meeting this month and also attended the Hendricks County Trustee Association Meeting.
- Continued to work on the Park employee handbook which I will send forward to Don and Pat for review in the hopes that portions of the Township Handbook which are not as applicable (or are handled differently) can be addressed by new additions of Park specific items. I'm also creating procedural documentation and processes as we hire and train staff on how to do things in the Park.

Community Outreach

- Continue to host Insanity classes at the Pavilion Center Tuesday nights at 6pm. We have had approximately 12-15 people each time and recently have been seen a repetition in the number/class members present. Karen Hendershot will be exploring the option of either adding dates or a time after the current class where she will provide PiYo as a certified instructor. The offering of this class will help to diversify the participants engaging in the free workout sessions and will capture a different type of participant than we have seen for the Insanity classes.
- Held another meeting with IU West for the Day of Service wherein we were able to drill down to the details of the event and begin to talk about schedules, equipment needs and materials needed. The equipment for the fitness station was delivered in April and looks great! As a side note, forging this relationship with IU West has been a tremendous new experience and I believe we will be able to be mutually beneficial to one another for a long time to come, on a number of goals for the both of us.
- Planned the ribbon cutting date (of which you are all invited to) for the StoryWalk installation which will be June 7th from 11am-12pm in the top portion of the Park.

Events

- The Optimist Club hosted their annual Easter Egg Hunt in the Park on Saturday April 19th from 10am-12pm. This was located in the upper part of the Park. The Special Parks Programmer and I

met after the event to write a summary of the planning process, our thoughts on this years' event and the thoughts for planning next years'. With so many other "egg hunts" emerging we feel that the Park should take a more active role in next years' event to help do some new and engaging activities.

- We had a Planting for the Future afternoon in the Park on April 25th wherein Heritage Environmental came into the Park with 15 donated trees and planted them with members of our staff. We pulled some dead trees and replaced them with the new saplings and will watch them over time as they grow! We hope to work with Heritage Environmental again next year as they are excited to make this an annual Earth Day celebration with our Park! We are the only entity for which this provided this service.
- We hosted Pine Tree Elementary in the Park for the Fire Fighter Fun Day and it appeared as if it was a great success! My goal is to open exposure of the Park to the schools in Avon and surrounding areas, and be able to host more school outings in the Park. It is a great opportunity for all involved!!

Maintenance Update

- FacilityDude was purchased this month and we have had two initial training/setup conversations with the company. They have been importing our current park assets, locations and equipment into the customized program for our use. We are able to begin using the program full-fledged after our final training meeting on May 7th.
- The maintenance staff has received the first and second load of mulch and will be making their way through the Park. We are reserving the Pavilion Center for last so that we can do some new plantings and then mulch.
- Lead maintenance worked to get estimates for gutter installation at the Pavilion Center, the removal of the tree at the Abner Creek Cemetery, Large Shelter roof replacement and Pavilion Center door securement bids. Tree removal is scheduled for April.
- They are currently rotating weekends again as our part-time weekend individual quit during the month of April.

