



STATE OF THE TOWNSHIP

2017

Township Administration

2017 Goals and Objectives



1. Complete and implement Township (TWP) policy governing projects performed on TWP owned assets.
 - Completed
2. Finish the TWP/Fire HQ Project
 - Completed
3. Do a review and update of the TWP 5 Year Strategic Plan.
 - Completed

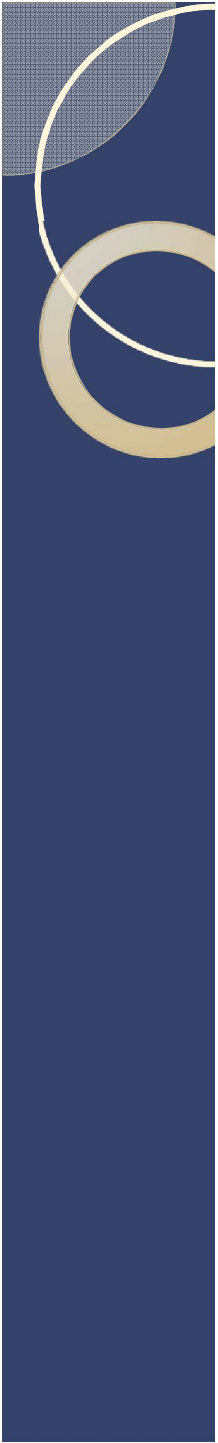


4. Do a complete review of the TWP group insurance plans for ways to reduce costs while insuring with the best coverage.
 - Completed
5. Make a Salary policy recommendation to the TWP for the TWP employee positions.
 - Completed
6. Update and include as a part of the TWP Sustainability Plan projects and goals including reduction of TWP debt
 - Completed



7. Continue with the Pecar Park Project
 - Ongoing
8. Continue to work with the other taxing entities and other groups on a long range Economic Plan for the Avon Community.
 - Ongoing
9. Work with our legislators to develop a state or regional fire training academy
 - Not Completed





10. Work with other local taxing entities to insure County Council understands the need to continue the same local income tax distributions

- Completed

11. Work with our legislators to abolish or amend the legislation requiring the County Council having control of the local income tax distribution.

- Not completed

Additional Accomplishments:

1. Board approved “mapping” of North Lawn Cemetery for potential Township Assistance burials and request from citizens.
2. Board approved policies establishing cash reserves for TWP Funds and TWP Insurance Fund.



3. TWP hired a part-time Human Resource Director.
4. Board approved using the State Civilian PERF for the new Civilian Paramedic employees beginning January 1, 2018.
5. Avon Collaboration Group established a Financial Study Group to make recommendations on income outside the Property Tax Caps.



6. Township Employee Appreciation Week and Township Employee Christmas Party were held without the use of taxpayer funds.
7. Board approved a 2018 Budget that allowed employee compensation to be comparable with other taxing entities that are similar in size and have employees with similar duties.



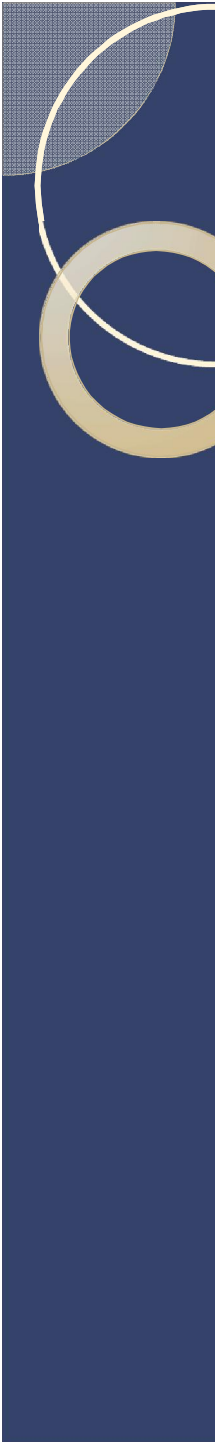
- 8. 2018 Budget established funds to support the Board approved Continuing Education Program for the TWP employees.

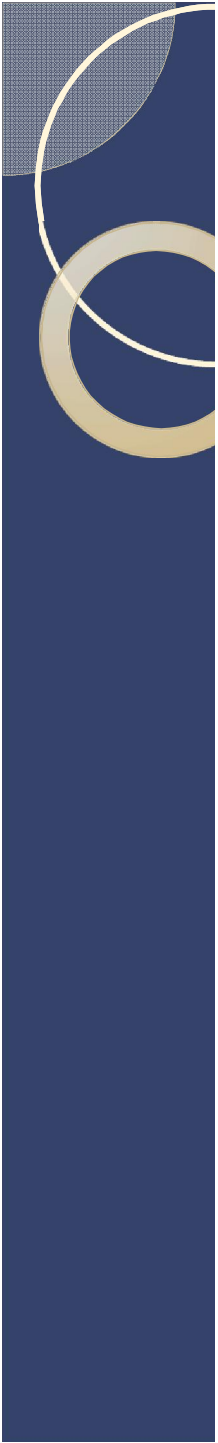


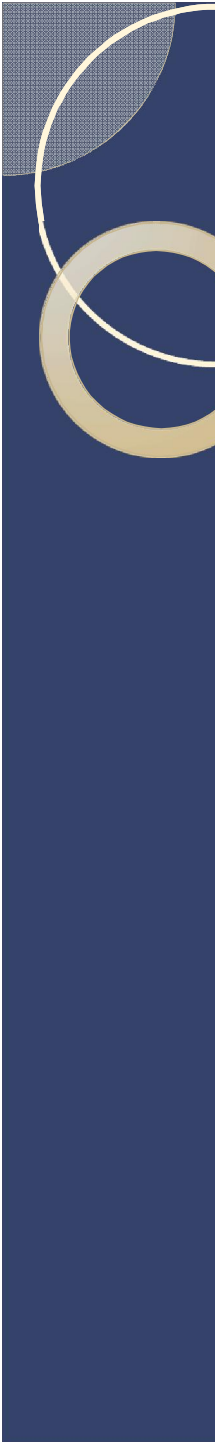


2018 Goals and Objectives

1. Complete the Pecar Park Project
2. Implement the policy governing projects performed on TWP owned assets
3. Implement the policies approved by the Board establishing cash reserves for the TWP Funds and TWP Insurance Fund.

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4. Implement the TWP Employee Continuing Education policy.
 5. Recommend a policy for Board approval governing the potential burial requests in TWP owned cemeteries.
 6. Convert the TWP HR Director to a full-time position
 7. Continue to update the TWP 5 year sustainability plan, projects, and goals including the elimination of TWP debt.

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8. Continue working with the Avon Collaboration Group on long range economic development
 9. Continue Work with the Avon Collaboration Financial Study Committee to recommend to the Collaboration Group Council/Board members for revenue sources “outside” the Property Tax Caps.

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10. Work with our legislators on the following:
 - a. Staggered terms for Twp Board members.
 - b. Abolish or amending the law giving County Council control of local income tax distribution.
 - c. Development of a state or regional fire academy.
 11. Review and establish TWP IT needs and create a 5 year plan to follow.



TOWNSHIP ASSISTANCE

2017 Goals and Objectives

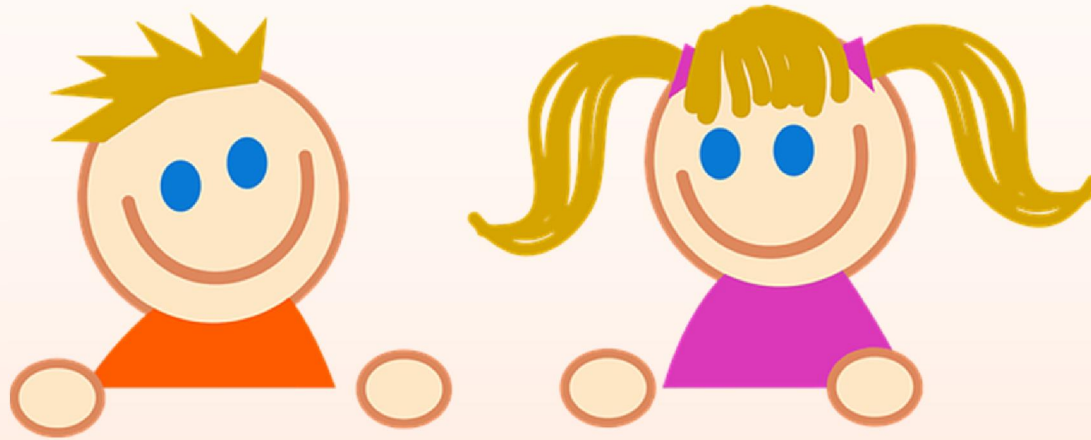
1. Submit the Washington Township Assistance Standards and Guidelines for annual deadline

✓ Completed

2. Attend the Indiana Township Association annual conference and at least one other conference/ training.

✓ Completed



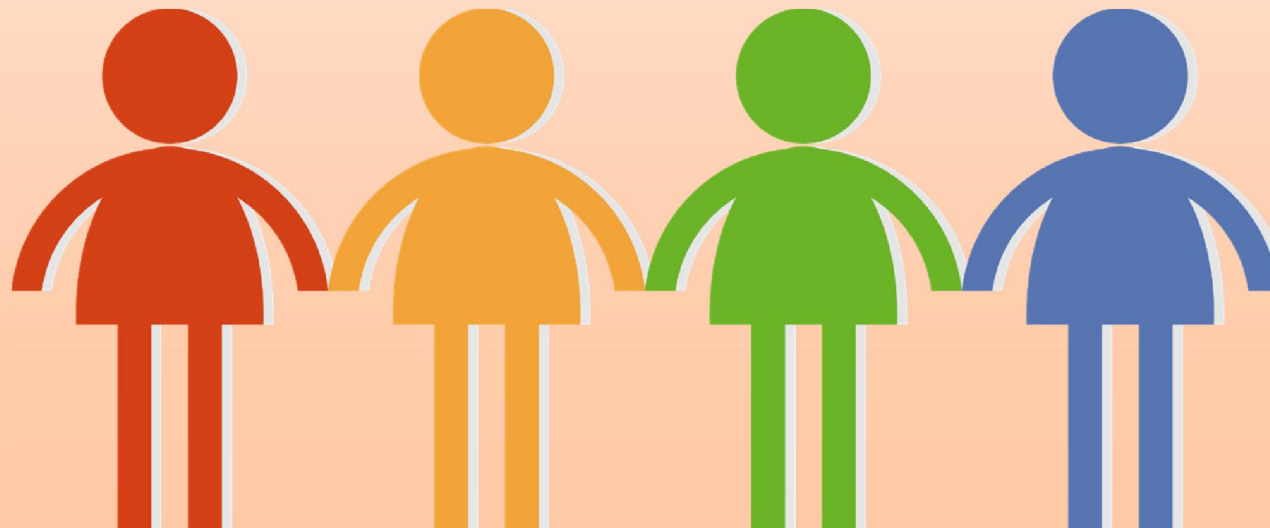


3. Complete the Strategic Plan Goals and Objectives identified for completion in 2017.
 - ✓ Completed

4. Implement Clothing Voucher Program.
 - ✓ Completed



5. Develop Program for Client Self-Sufficiency.
 - Continuing
6. Review and Update Washington Township Assistance pamphlet.
 - ✓ Completed



2018 GOALS AND OBJECTIVES

1. Submit the Washington Township Assistance Standards and Guidelines for annual deadline.
2. Attend the Indiana Township Association annual conference and at least one other conference / training.
3. Create and begin implementation of an Intake Form for assistance clients.



4. Create options for local budget counseling.
5. Update Resource Guide with more detailed descriptions of services offered.
6. Research and learn more about expanding homelessness services within our community.
7. Meet with various food pantries, landlords, and other local providers serving those in the Township.



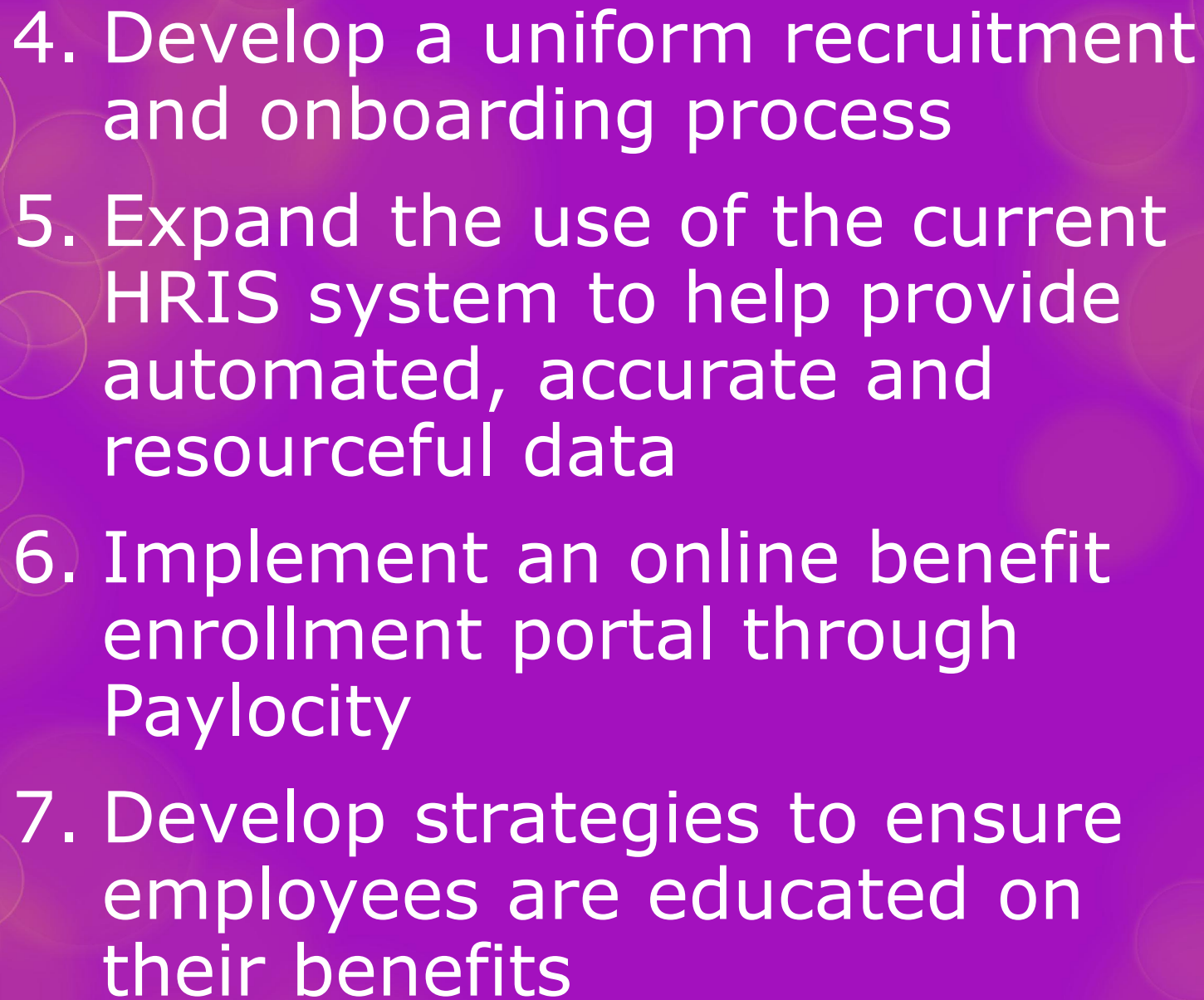
HUMAN RESOURCES

2018

Goals and Objectives

1. Review current policies and procedures to ensure that we are in compliance
2. Reduce overlapping of processes within the departments
3. Enhancement of the employee culture that will further emphasize quality, continuous improvement, and high performance.



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- The background is a solid purple color with a pattern of overlapping circles in various shades of purple and white, creating a bokeh-like effect.
4. Develop a uniform recruitment and onboarding process
 5. Expand the use of the current HRIS system to help provide automated, accurate and resourceful data
 6. Implement an online benefit enrollment portal through Paylocity
 7. Develop strategies to ensure employees are educated on their benefits

8. Collaborate with Health Insurance broker to capitalize on benefits while reducing overall cost

9. Validate that our compensation structure is comparable to like entities

10. Enhance the Performance Management process to maximize employee's performance while aligning with the goals of the organization

11.Design, implement and administer HR policies and programs that effectively and efficiently, while maintaining internal customer satisfaction and meeting budget constraints



12.Collaborate with Department Heads to design a succession plan & employee development program for employees

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Parks

Department

2017 Goals and Objectives

1. Establish Paw Park banner and advertising process & generate revenue in 2017.

✓ **Complete**

2. Work with the Purdue Extension office to conduct a thorough assessment of the Park trail system.

○ **In progress**

3. Complete capital improvement projects identified for 2017.

✓ **Complete**



4. Establish a Master Plan for the Washington Township Community Gardens.

- **Incomplete**

5. Create an employee awards and recognition program for the employees of the Township.

- ✓ **Complete**



6. Work with the Avon Community School Corporation's Music and Arts department to collaborate on an arts festival and a music series for 2017.

- Ongoing

7. Collaborate with a playground consultant to review our playgrounds and work on a plan for restorations.

- ✓ Complete



8. Create a donation form and process for businesses, organizations, and individuals to donate trees to Pecar Park.

✓ **Complete**

9. Research and apply for grants through DNR and NRPA to help offset some of the cost for Pecar Park.

✓ **Complete**



**10. Work with the
Washington
Township
Trustee and
Banning
Engineers on
the Pecar Park
project.**

✓ **Complete**



2018 Goals and Objectives

- 1. Generate a list of potential partners to start soliciting organizations in the County who can use and benefit from the Nature Center.**
- 2. Work with the Avon Community School Corporation to establish a STEM curriculum at Pecar Park.**



3. Apply for a grant through the Hendricks County Park Foundation to offset the cost of the Outdoor Classroom at Pecar Park.



4. Work with the Town of Avon and IDNR to ensure stream bank stabilization on White Lick Creek to the North of the pond behind the Pavilion Center.

5. Work together with the Master Gardeners to create a master plan for the Community Gardens at Pecar Park.

6. Work with Don Hodson and Tom Walter on the design and construction of Pecar Park.



7. Work with HR to Finish the Washington Township Parks Department employee manual.



8. Work along with the maintenance staff to create the challenge facility equipment in house at Pecar Park.

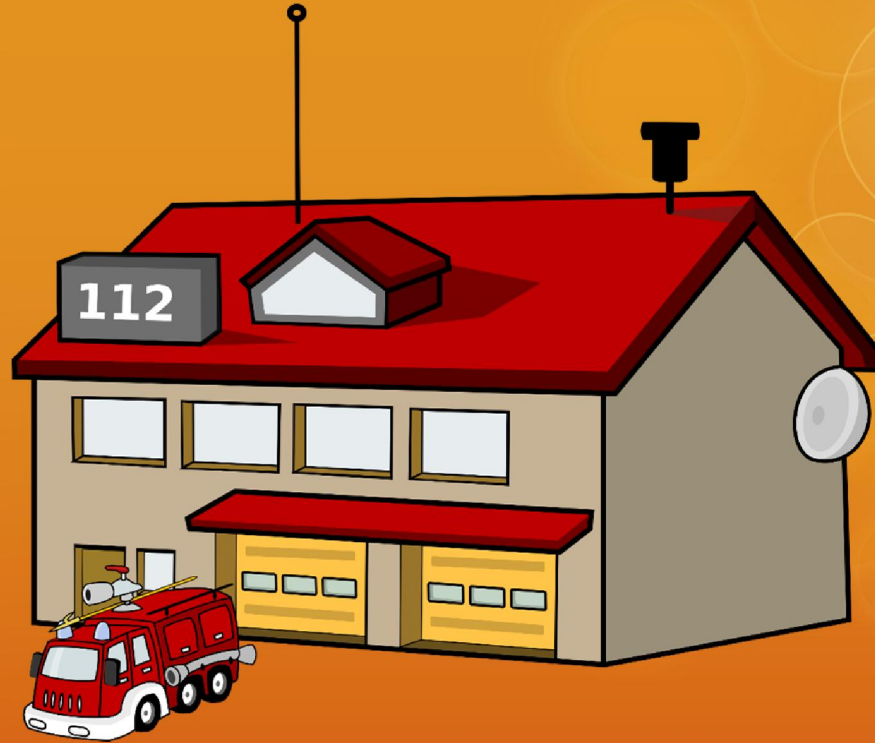


9. Work with the implementation of the White Lick own of Avon on the Creek Trail phase 2b in Washington Township Park.



Fire Department

2017 Goals and Objectives



1. Continue the funding and development of our Peer Support program.

✓ Completed

2. Finalize the selection of a location for a permanent training ground. Also, finalize the planning of needed training props and buildings.

○ Ongoing



3. Select architect and complete planning of remodeling project for Station 141 to be completed in 2018.

- Not completed



4. Complete acquisition of identified project resources identified in the CUM fund and Rainy Day appropriations plan including:
 1. Purchase of Ultrasound equipment for Medics
 - ✓ Completed
 2. IT equipment to transmit training to stations
 - ✓ Completed
 3. Remount reserve ambulance
 - ✓ Completed and in service
 4. Replace Self Contained Breathing Apparatus
 - Not completed
 5. Consider land purchase for fire training ground
 - ✓ Answered in #2.
 6. Construct training modules
 - Not completed

5. Evaluate the effectiveness of computer based training programming for personnel for current and future training opportunities.

✓ Completed



2018 Goals and Objectives



1. Begin deployment of Civilian Paramedic (CP) Program.
2. Complete negotiations with CSX regarding training ground partnership.

3. Evaluate current utilization of Station 141 to decide the following:

- ❖ Should the station remain at the current location
 - ❖ What future response capabilities are needed over the next 15-20 yrs
- ❖ If this station is to remain at this location, select architect for remodel project.

4. Evaluate current processes in place for cancer prevention and screening of personnel and make suggestions for needed improvements.

5. Evaluate current staffing position within department that may require succession planning for next 5-10 years, and implement plan.

