



# Parks Department Board Report

## April 12th, 2016 (reporting on March)

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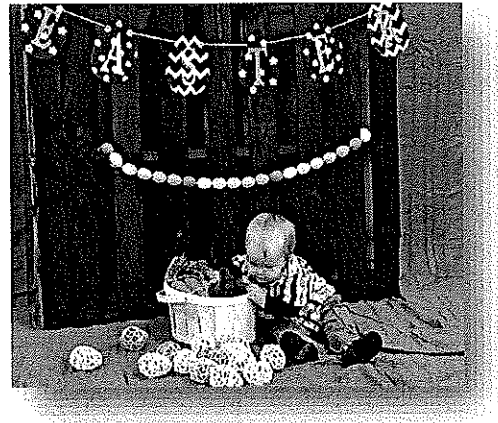
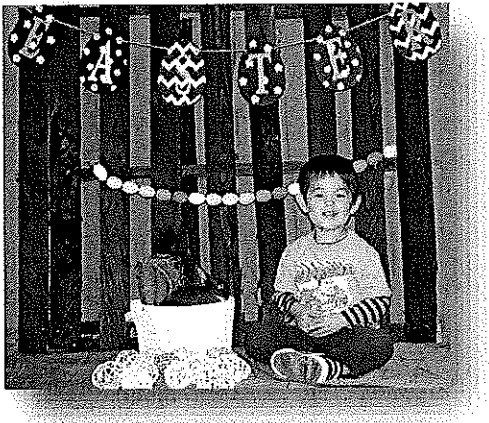
### Administrative Update

- The maintenance staff has made great head way with our tree removal project on Whipple Lane. Due to the unfortunate weather we have been experiencing they have spent much of their time cleaning up limbs that have fallen.
- This month we had our first ever Spring Camp. We sold out for both weeks of camp and the kids had a blast. The weather was nice and the kids got out in the park to play on the trails and the playground. Several members of the community came out to do activities with the kids including the Avon Band, the Fire Department, and the Avon High School Spanish Club.
- Registration for Kids Camp, Summer Break has already begun. We are beginning to advertise for the camp and have reached out to a few organizations about sponsorship for this year. We are hoping to be able to fund even more children who are unable to afford camp each summer.
- This month a large series of letters to be sent to local pet related and pet friendly locations were created and will be sent out during the month of April to attempt to secure Paw Park Banner Advertisers.
- We have been working hard this month to fix the problems we have been experiencing with our phones. We have switched to RingCentral which is a sister company of Verizon wireless. With this new system we will be completely wireless in the building. We have put in a request for our line to be transferred and our estimated date to go live is April 18<sup>th</sup>.
- Next month will be our first Volunteer day held on Friday, April 15<sup>th</sup>. We have three different Avon Schools who have agreed to be a part of the event and we are excited to have Trine University there also. Charlie Dorton with Spectrum Printing & Marketing has signed on to be our lunch sponsor.
- I wanted to be sure to recognize Carpenter Realtors for being the Presenting Sponsor for our Sensory Easter Egg Hunt. It was a great event and we had so many families thank us for providing these types of events to the community. With their donations we were able to give each child over 20 Easter eggs to take home with them.
- We have been working with Avon Town Hall Park this month to finalize the details of our partnership for Concerts by the Creek and Movies on the Hill. We have created an Interlocal Agreement between the two of us stating what each park will be responsible for. That agreement will go for review in the month of April. The Concerts by the Creek will be here in the Pavilion and the Movies on the Hill will be at Town Hall Park.
- The new mowers are now in and just in time for grass cutting season! The guys are very happy with the new purchase and can already tell a difference in lumbar support and the ease of cutting.

## Programs Held:

- Sensory Easter Egg Hunt
  - 3/19/2016
  - 9am - 12pm, doors opened at 8:30am
  - Pavilion Center, All rooms utilized
  - Free; Registration was required.

We had a total of 150 people in attendance; everyone enjoyed a nice breakfast provided by Grace Pointe Church. They made gluten free waffles, scrambled eggs, gluten free sausage, fruit cups, with coffee and sugar free juice. We had 31 children registered for the Easter Egg Hunt in the Aspen room. Each child received 20 eggs, a thing of bubbles, and a goodie bag of sensory toys. Hope Hale and her father brought in 6 rabbits for each child and their family to touch and play with. The children also were able to get their pictures taken with the rabbit, pictures were then emailed to the families. We had some walk-ins on this event; they were unable to hunt eggs but could enjoy the hot breakfast and get pictures taken with the rabbits.



## Future Program Planning:

- Adult Prom
  - 04/08/2016
  - 8pm - 11pm
  - Pavilion Center, All 3 Rooms
  - \$45/couple, must be 21+
- Fish Fryday
  - 04/22/2016
  - 6pm - 9pm
  - Upper Park
  - Free to the public
- Fairy Adventures
  - 04/27/2016
  - 6:30pm - 7:30pm

- Upper Park, Small Shelter
- Free to the public

### **Pavilion Center Update**

- Each month as a new addition to the board report, will be a breakdown of the events rented through the Pavilion Center. In addition to it be a revenue generator for the Park, it is also a great resource for our community to use and become familiar with. We are proud of the venue and the diversity of events that take place here, and want to share them with you!

3/1/16 – Carpenter Realtors Meeting, ~25

3/1/16 – Macaroni Kid Meeting, ~20

3/1/16 – Toastmasters Banquet, 75, Big Earl Catering, Linen Rental

3/5/16 – Birthday Party, 50

3/7/16 – Insanity/Piyo Class, Park Sponsored

3/8/16 – Kingsway Meeting, 3

3/8/16 – Board Meeting, ~20

3/9/16 – FSSA Meeting, 40, Break for Lunch

3/10/16 – FSSA Meeting, 40, Break for Lunch

3/11/16 – FSSA Meeting, 40, Break for Lunch

3/12/16 – Chamber of Commerce Auction, 175, Granite City Brewery & The Palms Catering (Catering Fees Waived), Linens and Cleaning (Fees waived)

3/13/16 – Bridal Shower, 22, Self-Catered, Linens Rented

3/15/16 – Carpenter Realtors Meeting, ~25

3/15/16 – Boys Basketball Banquet, 144, Self-Catered

3/18/16 – Dept. Head Meeting, 5

3/19/16 – Sensory Egg Hunt, ~125

3/20/16 – Birthday Party, 60, Self-Catered

3/21-25/16 – Spring Break Camp, 16 Kids

3/21&22/16 – Ivy Tech Class

3/28-4/1/16 – Spring Break Camp, 14 Kids

3/28/16 – Insanity/Piyo Class, Park Sponsored

### **Maintenance Update**

- Please see attached document detailing the breakdown of labor hours for the current month. Some of the major maintenance related items are identified below:
  - Repairs to the Upper Park playground. These are seasonal repairs that are made each year for safety.
  - Began working on the tree cutting project. We have cleared several trees from Whipple Lane. Began clearing trees that have fallen due to weather.
  - Mulch was ordered and is ready to be applied in the Park. We have begun working on the Upper Park but, have stopped to prepare for Volunteer Day.
  - This month we have been putting together the carts for the chairs and dance floor that was purchased for rent at the Pavilion. The carts are complete and we can now start renting chairs and dance floor.
  - We have put the bid out to get quotes for the repaving of the Upper Park. Hope to have a decision by the end of April.

- The trails required a lot of clean up to get ready for our busy season. With the high winds we encountered there were several trees down on the trails and we are still working to get them all cleared.
- Mowing has already begun and we are using the new mowers.
- There have been several turnovers this yea

