

Management Plan

Day to day responsibilities:

Arrival: (Responsibilities/objectives to be completed before park is open for daily use & arriving patrons).

Remove water/dry ramps off ramps.

Clean park of debris: Sticks, branches, trash, etc, that may have accumulated during the night.

Checks ramps for danger/sturdiness/safety/damage. (If feature is unsafe, report it & take precautionary measures to ensure the feature is not used until repaired.)

Bring merchandise from East recreation building & set up for display to patrons.

Set up merchandise and inventory merchandise before cliental arrive.

Open hours/running time responsibilities:

Check members in after park is confirmed as safe to use for the day.

(Interact with patrons when they enter).

Log daily attendance records.

Log daily sales.

Enforce appropriate language as well as appropriate disposal methods of trash & treatment of the structures with respect.

Take inventory of merchandise remaining & what are hot selling products.

Closing time/end of day procedures: (Patrons are gone.)

Lock Skatepark.

Pick up remaining trash/debris.

Check ramps for damage. (Report damage & take precautionary measures to ensure the feature is not used).

Take remaining merchandise to east recreation building.

Even up/cash out/show record of money received for sale of goods as well as inventory goods.