

The **Parks and Recreation Board** met Monday, April 20, 2015, 4:30pm, at the Parks Office. Present at said meeting were Pat Flannelly, John MacDonald, Aimee Jacobsen and Board Attorney Andy Gutwein. Council President, Ann Hunt also attended. Jan Fawley, Pennie Ainsworth, Chris Foley, Bess Witcosky, and Dan Dunten represented the department. Absent were Board members Karen Springer and Jeff Love and from the staff Cheryl Kolb.

Pat convened the Board at 4:45pm.

The first item of the agenda was the approval of the minutes from the March 23, 2015 meeting. John motioned to approve the minutes. Aimee seconded the motion, and the motion carried.

Reports –

1. Upcoming Program Dates:

- April 24 @ 10 a.m.: **Arbor Day**- Meet @Cumberland parking lot; planting 18 trees
- May 2 @ 4:00 p.m: **MorDancN Recital**, in the Loeb Playhouse
- May 6 @ 3:30 p.m: **Shade Sail Dedication** @ Farmers Market; Farmers Market opens for summer.
- May 16 @ 10 a.m. – 3 p.m.: **Mind BoGgling Event** @ Celery Bog Nature Area
- May 20 @ 5:30 p.m.: **Summer Stroll** w/ walking safety tips. Start at Morton Center
- May 23: **Pool opens** with special hours due to delay in school year end.
- June 1: **Swim lessons** and **most summer programs begin**

2. Assistant Superintendent's Report

- a. We have 31 coed teams registered and 11 men's team for our adult softball league. Schedule conflict meetings will be held on Tuesday, April 21, for the coed league and Wednesday, April 22, for the men's league. An umpire schedule meeting will be held on Monday, April 27. League play will start the week of May 4. I have ordered 35 dozen softballs.
- b. The 20th, and final, Global Fest will be held on Saturday, September 5. To date, the Mayor has raised \$10,000. I have also applied to the Wal-Mart and Duke Foundations for donations. The hours have been shortened from going until 9 pm to 7 pm. The Naturalization Ceremony time has been changed to 3 pm to accommodate the Purduette's. The tents, tables and chairs have been reserved, the stage set-up scheduled, and use of the refrigeration truck has been arranged. Payment and application have been sent to the State for our Amusement and Entertainment Permit for Global Fest. I am in the process of scheduling entertainment for both stages. I have received confirmation from the Columbian Park Petting Zoo and Joe White, the balloon guy.
- c. We have received a \$25,000 Community Block Grant for the 2015-16 year to address ADA issues in Lommel Park, University Farm Park and Trailhead Park.

- d. I have been attending meetings on the new Happy Hollow Road construction and our Cattail Trail extension project.
- e. The next City's ADA committee meeting is scheduled for Thursday, April 23. On April 27 I'll be observing a new contractor, showing how he shaves down concrete sidewalks so they are ADA accessible.
- f. Pony League will start playing games on May 11.
- g. We have received two Action Items from the web page; one about a slow leak from the water fountain at Trailhead Park, and the other, a suggestion to put a sign up along the trail from Kalberer to Win Henchel, for people to take their trash with them. The gentleman spent Sunday picking up trash along that area. He said most of the trash is a result of people from Ross Enterprise walking to the Speedway or Subway.
- h. We received a Thank You note from Dayton Elementary for donating four single admissions to our pool.
- i. I would like to thank Denny from the Street Department for painting our three ADA parking spaces for the farmers market and also for painting new numbers for the booth spaces

3. Recreation Director's Report:

- a. Over 3,500 summer brochures were mailed the second week of April. Mail-in registrations are being accepted and processed now for West Lafayette City residents. Non-resident mail-in registration will be processed April 21. All other forms or registrations will be accepted on Thursday, April 23.
- b. 52 children enrolled in the Spring Non-Contact Football Clinic. The clinic was for children in grades K-5 to learn the fundamentals of the game. West Lafayette High School Varsity coach Shane Fry and assistant coaches lead the camp at Happy Hollow School.
- c. The Municipal Pool schedule has been modified this year due to the change in the school schedule due to weather make-up days.
- d. Hiring is underway for the summer employment at the pool, playground program and maintenance staff.
- e. Applications are still being accepted for lifeguards and maintenance staff.

4. Parks Director Report:

- a. Inspection reports of our playgrounds and trails have been completed and filed.
- b. Mulched trail in Cumberland Woods
- c. Finished preparing equipment for the summer
- d. Start preparing Margerum fountain for the summer
- e. Finished the pad and grill work at shelter #4 with shelter #3 scheduled to be finished next week
- f. Wrapped opening parks and turning on water in all parks
- g. From Lee: "Like to say how much I enjoyed working for the board over the years and wish nothing but the best for this department in the future."

5. Morton Center Director:

- a. **Summer Stroll Series**, 5:30-6:30 p.m.
 - **Morton Stroll- May 20: Safety Stroll with Officer Janet Winslow** Meet in the Morton Multi-Purpose Room
 - **Strolling with the Mayor: Tapawingo Stroll- June 17:** Meet at the Shelter in Tapawingo Park
 - **Lilly Nature Center Stroll- July 15: Mary Cutler** Meet at the outdoor amphitheater
 - **Cumberland Park- Aug 19: Wabash River Runners Club** Meet at the South shelter by the basketball courts
- b. **New Classes for Summer:**
 - Creative Writing Camps for Tweens and Teens w/ Author Melissa Fraterrigo
 - Fabric Art 101 Camp: Tye Dye to Batik for children and a separate class for adults w/ Jeannette Rehmel
 - Scrapbooking w/ Karen Foster
 - Yoga Bears- Parent and Child Yoga w/ Katie Yankura
- c. **Mor'Danc'n Recital Saturday, May 2, at 4 p.m., Loeb Theatre- Stewart Center**
- d. **Paint the Rain:** Our youth art students are currently painting two rain barrels to enter in the Paint the Rain competition. Those will be placed at the Parks office once the judging is completed. Judging will take place on Monday, May 11, at the Lilly Nature Center from 5 p.m.-7 p.m.

6. Stewardship Director's Report

- a. Arbor Day – Friday, April 24 at 10:00 a.m., we will be planting 16 trees along Kalberer Rd. for this celebration. Joining the WL Tree Friends group, City staff and Mayor Dennis, will be children from Burgetts Learning Center, as well as Purdue students from the Forestry & Natural Resources and the Student Society of Arboriculture Clubs. We will also have in attendance the IDNR Director and Smokey Bear.
- b. DeTrash The Wabash – This riverside trash pick-up event was scheduled for April 11, but because of high water, it is rescheduled for Saturday, April 25 from 8:30 – noon, starting at Tapawingo Park. Everyone is welcome to come and help.
- c. Water Sampling Blitz – Friday, April 17, is this year's spring event and the Lilly Nature Center will again serve as one of the locations to pick up supplies. Volunteers are then directed to various streams to collect water samples, then they return to the Center for testing.
- d. Right-Of-Way Landscape Maintenance Contracts – New requirements for maintenance were written, Request For Quotes were received, and contracts awarded by the WL Board of Works. Now, the work will be monitored to make sure the specifications are followed. Due to legal issues, the Redevelopment

Commission (RDC) has determined not to pay for the Right of Way contracts that were advertised. The funds will now come from EDIT.

- e. Purdue Student Work – This semester we have worked with six Purdue groups on various projects and activities. They include an English class, two senior Capstone projects, a Horticulture graduate student study, EPICS (Engineering Practices in Community Service) and Alpha Sigma Phi fraternity that has put in over 60 man-hours mulching trails at the Nature Area.
- f. Tree for Joe Payne – Last Fall the WL Tree Friends collected money for an oak tree to honor the work of Joe Payne. It was planted in the grass circle in front of the Lilly Nature Center, and a wooden tag with his name will hang from a branch.

7. Superintendent's Report:

- a. Garden Street Project has moved forward without the neighbor's involvement. Staff have planted grass seed, and once that's been established, the split rail fence will be installed.
- b. I participated in Fundamentals of Risk Management workshop, a 2-day workshop presented by Travelers Insurance, who is the city's liability & workman's comp carrier. Very worthwhile, with lots of great information!
- c. Lee Booth submitted his resignation on 4/2; last day is 4/17. Dan Dunten will fill in until replacement is chosen.
- d. Mt w/ Michael Susong (City's rep in charge of storm water) regarding work to be done on our Storm Water Pollution Prevention Plan (SWPPP). We have a list of items to be completed.
- e. Happy Hollow Road to be closed just below park entrance for next couple of months. Follow the link to view the project elements according to their timeline. http://www.westlafayette.in.gov/egov/docs/1428006122_148010.pdf
- f. Soleado Vista building project has worked with us to close the trail from Morehouse Road to Trailhead Park on Kalberer Rd. Trail is now closed for the next month or so.
- g. FYI- Calvary Baptist Church is doing an addition, and that will change what can take place on the soccer fields behind the church. No action at this time, but more to come!

Old Business

Consent Agenda - Tabled

New Business

Non-Reverting Capital Pool Fund

Jan presented a Resolution she wrote to close the NRC Fund and move the money to the Park and Recreation Funds to give us more flexibility. It will have to go before Council for final approval. Aimee moved to approve the Resolution contingent on legal council approval. John seconded the motion, and the motion passed.

West Lafayette School Board – No Report

Wabash River – No report

Public Comment

Jan reported that we have received two complaints; one was about a slow leak in the water fountain at Trailhead Park and the other was about trash along the Northwest Greenway Trail between Kalberer and Win Hentschel and request that signage be posted requesting people to take their trash with them.

Another concern was people leaving their trash along the trail in the Celery Bog and not having a place to put their pet waste. Dan said that was remedied this morning by adding a trash can.

Other

Ann Hunt mentioned there is a paper and electronic recycle event at Pizza Hut this Saturday, and on May 9, there is one at Morton.

Pay Claims

John motioned for claims to be paid. Aimee seconded the motion, and the motion carried.

Adjourn

Aimee motioned to adjourn the meeting. John seconded the motion, and the meeting adjourned at 5:11pm.

Next Meeting Date

The next Park Board meeting will be Monday, May 18, 2015 at the Lilly Nature Center.

Presiding Officer

Secretary

File: Cheryl/2015Park Board Minutes/Minutes#04/April2015