

The **Parks and Recreation Board** met Monday, July 18, 2011, 4:30 pm, at City Hall, Council Chambers. Present at said meeting were Richard Shockley, John MacDonald, Aimee Jacobsen, Pat Flannely and Attorney Andy Gutwein. Joe Payne, Pennie Ainsworth, Lee Booth, Chris Foley, Brenda Lorenz, Dan Dunten and Cheryl Kolb represented the department. Also present was City Council President, Ann Hunt. Absent from the meeting was Park Board member Karen Springer and Council members Gerald Thomas & Gerry Keen.

Richard convened the Board at 4:34pm.

The first item of the agenda was the approval of the minutes from the June 20, 2011 meeting. Pat motioned to approve the minutes. John seconded the motion, and the motion carried.

Superintendent – Joe reported on the following:

- Noted the Council Report was included in the mailing.
- Thanked the Park Board Luncheon sponsors and passed around the list of sponsors.

Thank You Lunch Sponsors

American Structurepoint, Inc.
J.L. Anderson Heating & Cooling
Bobcat of Lafayette
Butler Fairman and Seufert, Inc.
Coca-Cola Bottling Co., Inc.
CrossRoad Engineers, PC
T. J. Gall & Assoc., Inc.
Greeley and Hansen
HNTB Corporation
INTAC Management Group, LLC
Jack Isom Construction
H. Stewart Kline & Associates
O.W. Krohn & Associates, LLP
Lester Recreation Designs
Link Management, Inc.
MBAH Insurance
Milestone Contractors L.P.
Miracle of Michigan & Indiana
Parkreation, Inc.
Sgt. Preston's Outpost Catering
Straight Lines Inc.
The Schneider Corporation

Assistant Superintendent – Pennie reported on the following:

- The Men's softball tournament starts tonight and should be completed by Wednesday, July 27. Neil Klemme/Trent Johnson State Farm Insurance won the League.
- This is position week for the Coed league; their tournament will start next week and hopefully be complete by mid-August.

- The Mayor has raised \$13,000 for Global Fest. As a reminder, the Naturalization Ceremony will be at 2:00pm instead of 4:00pm, as it has been in the past. Our last committee meeting will be August 5.
- We had L&W Construction come to look at our pool to tell us what improvements we need to make to comply with ADA.
- We received the paperwork, including the Certificate of Insurance, for the Elks Soccer Shoot, an event approved earlier in the year.

Parks – Lee reported on the following:

- Inspections are available
- Painted south restroom Cumberland Park
- Hazardous trees in a few parks removed
- Continued construction of the dock behind the boathouse

Recreation Report – Chris reported on the following:

- The last summer camp began today. Fifty-five boys registered for Coach Marshall Overly's weeklong football camp. The camp focuses on the fundamentals of the game.
- Three-hundred eighty-three participants have registered for the summer tennis program. Tennis lessons are offered at Happy Hollow School and the Varsity Tennis courts at Cumberland School. Tim Wright, West Lafayette's Varsity Tennis Coach, coordinates the tennis program.
- The final session of swim lessons began today. Swim lesson season started off with cool weather, but the heat has arrived. We have had over 1,000 registrations for summer swim lessons. The last day for the pool will be Sunday, August 14.
- This is the final week for the Playground programs. The school maintenance staff has once again been very helpful. The Burtfield site had air conditioning added one week ago just as the hot weather arrived. It has made a big difference.

Morton Center – Brenda reported on the following:

- Noted she will be attending Purdue's Graduate Student Fair on August 19. It is a great fair to attend because of the tremendous amount of students that come through in a short amount of time.
- Also noted she will attend the West Lafayette Farmers Market on August 24 to promote Morton's fall class lineup.

Old Business

University Farm Park

Pennie informed the Board the playground equipment has been ordered and is due in around the first part of August. Once there is a clearer delivery date, work will begin on removing the old equipment to prepare the site for the new equipment. Roger Wampler will be doing all of the work at the site, including installation of the new equipment. After the last meeting, Andy developed an agreement for Amberleigh Village to cover our donation of the two spring animals for their playground. A copy of the agreement was emailed to the representative of Amberleigh Village.

Tommy Johnston Park

Joe noted a fair bit of in-house work and some small contract work has been done. The area looks different, as Milestone has started work at the site. The old basketball court has been removed and more dirt is being hauled off today. We will begin forming the concrete footers for the new basketball standards, which will be delivered and set in place next week. Everything is moving along as scheduled and is on time to be finished by August 14. Work by us will continue throughout the fall, including installing a new sign. Discussion followed regarding graphics/logos for the sign.

New Business**Personnel**

Joe informed the Board of Diane Beasley's resignation as a Regular Full-Time, Parks & Recreation Maintenance Tech I, effective at the close of the day of Friday, July 22, 2011. Joe requested board approval from the Board for transferring Dan Dunten from his current Regular Part-Time position as Stewardship Coordinator into the open Regular Full-Time position, with the title of Stewardship Manager in the salary ordinance, effective August 3, 2011. He will receive a budgeted salary of \$1,326.01 biweekly, along with an annual clothing allowance of \$600.00, and an annual, reimbursable \$150.00 maximum boot allowance. John motioned to approve the personnel change as presented. Pat seconded the motion, and the motion carried.

Budget

Joe distributed copies of the 2012 Proposed Budget to the Board, noting the final budget presentation is scheduled for this evening at 6:00pm. Joe proceeded to give an overview of the proposed budget. Discussion followed.

Request for Quotes

Joe informed the Board that we requested sealed quotes from four electrical contractors, and we received two, for the Wabash Heritage Trail lighting installation project. We had a detailed specification sheet for the contractors to quote. Artisan Electric has submitted a bid of \$9,100.00, and Huston Electric has submitted a bid of \$18,945.00. Discussion followed. Joe asked for Board approval to go with the lowest, most responsive bid from Artisan Electric. Aimee motioned to approve the request to use Artisan Electric for the installation of the lighting project for the new portion of the Wabash Heritage Trail. John seconded the motion, and the motion carried.

West Lafayette School Board

n/a

Wabash River

Richard noted that he was unable to attend the last Wabash River meeting, mentioning the next meeting is this coming Friday.

Joe said Riverfest was the main topic, noting West Lafayette continues to refuse to lose the competition race to Lafayette. Joe also added recruitment for next year's race is already underway.

Other

Aimee noted she has recently taken her dog for walks on the trail that runs through the Amberleigh Village subdivision, and has noticed there are not any dog waste removal bags, thinking it would be nice to add some. Joe responded by saying he recently received signs and bags from an organization, Tippecanoe County Partnership for Water Quality, that could easily be installed in the area.

Aimee also mentioned with recent visits to the pool with her family, and along with talking with other parents, there continues to be a real shortage for shade. She has witnessed that people line up and head directly for the chaise lounges under the shaded structures, saying it would be great if additional shade structures could be added. Richard dittoed the comment, noting his wife has made the same comments to him. Joe told the board Pennie has additional shade structures budgeted for next year in the Non Reverting Capital – Pool Fund.

Dan Dunten reminded everyone of their finding of an individual, Jim Kingma, who used to farm at the Celery Bog with his grandfather. In a joint effort with Sam Postlethwait, who operated the camera, Dan performed an interview with Mr. Kingma, and the results produced a forty-five minute DVD for anyone interested in the history of the Celery Bog area. Please let Dan know if you would like to view one of the copies. The only stipulation is for the disc to be returned when finished, so that others may also enjoy.

Pay Claims

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

Adjourn

Richard called for the meeting to adjourn at 5:05pm. Aimee motioned to adjourn the meeting. John seconded the motion, and the motion carried.

Presiding Officer

Secretary