

The **Parks and Recreation Board** met Monday, February 23, 2015, 4:30pm, at the Parks office. Present at said meeting were Pat Flannelly, Karen Springer, John MacDonald, Aimee Jacobsen, Jeff Love and Park Board Attorney, Andy Gutwein. Council President, Ann Hunt also attended. Jan Fawley, Chris Foley, Bess Witcosky, Dan Dunten and Cheryl Kolb represented the department. Also present was Clerk-Treasurer, Judy Rhodes. Absent were staff members, Pennie Ainsworth and Lee Booth.

Pat convened the Board at 4:36pm.

The first item of the agenda was the approval of the minutes from the January 26, 2014 meeting. Karen motioned to approve the minutes. John seconded the motion, and the motion carried.

Request for Pickle Ball Courts

Joan Samuels & Jack Kelley shared information on the sport of Pickleball. The game is played on tennis courts or gyms by all ages. The sport is growing in popularity. Their group plays at several places in Lafayette both indoors and outdoors. The group pays for indoor use but not outdoor use. The area pickleball group would like to have an area in West Lafayette to play outdoors. The group is interested in using the ice rink space. The Department will investigate possibly areas that may work for pickleball.

Assistant Superintendent – no report

Parks – no report

Recreation – Chris reported on the following:

Riverside Skating Center update:

- The Center's 2015 Annual Dare to Bear was held Friday, February 6, from 7-8:30 pm. Sixty (60) skaters in their swimsuits enjoyed the cold weather skate. Domino's provided free pizza for the skaters.
- Learn to Skate lessons were offered on Saturday mornings. The four-week lessons were completed on February 7. Sixty-two (62) children participated.
- The Skating Center is scheduled to remain open through the first weekend of March. The last day to skate, weather permitting, will be Sunday, March 8.

- The Second and Third grade basketball program was completed Saturday, February 21. Fifty-one (51) Second graders and twenty-five (25) Third graders participated in the basketball program. Cumberland Principal, Kim Bowers, and her staff were very helpful accommodating this four-month program. First-year program coordinator, Tim Whiteaker, lead the program.

Morton Center – Bess reported on the following:

- Morton Instructor Meeting on Saturday, February 7, from 9a-11:30a. We are forming a Community Project Committee that will consist of instructors. They will help the larger instructor pool get involved with different community outreach projects in and around Morton. Details are still being worked out.
- Morton will have a booth at the Purdue Memorial Union for Family Fun Day this Sunday, Mar 1, from 2-4pm.

- Summer Proposals have come in. They will sent on to Parks, once they are edited this week.
- Rentals at Morton: Unfortunately, River City Fencing has decided to leave Morton and rent at Faith West. It has been an amicable parting of ways. We have welcomed 6 instructors from the International Center. They are teaching around 10-12 ESL and writing classes during the day.

Stewardship – Dan reported on the following:

Adopt-A-Spot Program

- We have 27 Adopt-A-Spots located throughout West Lafayette being sponsored by local businesses, churches, service clubs, Master Gardeners, Master Naturalists, high school clubs, neighborhood associations and several Purdue groups. All of the spots have sponsors, with thirteen potential groups on a waiting list.

The program works as follows:

We provide the Adopt-A-Spot sign that includes their name. The groups are responsible for trash and weed removal, mulching and plant care. I must first approve the selection of plants. Most of the sponsors do a good job, with the exception of a few groups that I feel I constantly have to monitor their spots and be in contact with them.

- We recently had two signs hit by motorists and destroyed. I try to track down the driver, but many times, it is a hit and run. We were successful to locate one of the motorists that hit a sign, and I am working with Pat Harrington, County Prosecuting Attorney, to have the person pay for the sign.

Superintendent – Jan reported on the following:

- Master Plan Work-

Working on RFP, schedule as follows:

- March 9th: Submit the RFP to consultants
- March 23rd: Master Plan Task Force appointed by Parks Board (2 board members, 3 staff, 2 additional citizens?)
- April 20th: Proposals returned (Parks Board meeting)
- April/May: Proposals reviewed by Task Force; Interviews set up by for top 3 proposals;
- April/May/June: Funding secured;
- June 15th: Parks Board to award contract;
- July 20th: Parks Board to negotiate and complete contract documents;
- Summer 2015: Staff to work on providing “Features of service Area,” i.e., Population, Economics, Historical, Cultural, and Natural features; inventory of Parks and other recreational facilities; Accessibility ;
- Fall 2015: Public Participation element; Needs Analysis completed;
- January 2016: 1st Draft of Master Plan submitted to IDNR;
- Winter 2016: Revisions and Final draft presented, and approved by Parks Board;
- April 2016: Final draft Master Plan submitted to IDNR.

Anticipate the City Strategic Plan to be ready in the fall of 2015.

- Program Planning

Those involved in program efforts met for a brainstorming session. After lots of ideas, we narrowed it down to:

- Mary Cutler will work with the Purdue Students to create the family nature clubs
- Bess Witcosky will initiate Strolling in the Park, and the canoe trip from Tapawingo to the Fort
- Chris Foley will find what it will take to create open gym through the schools
- Dan Dunten will produce a reference list of people that will serve as resources for programs & other needs
- Pennie Ainsworth will work on finding out what installing ping pong and chess table into neighborhood parks.
- Janet Fawley will be organizing inter-agency meetings w/ West Lafayette, Tippecanoe Co., Lafayette, DNR @ Prophetstown, Purdue, Visitor's bureau to know what others are doing to avoid duplication, and to encourage joint ventures.

- Happy Hollow Road Project:

Preconstruction meeting held last Friday; Project to take until Fall of 2016; Contractors will be using the east parking lot of Happy Hollow for their construction trailer and vehicle parking. We will not take reservations for that shelter since parking may be reduced by the construction.

- Soleado Vista Subdivision

Sanitary Sewer lines will impact the Trail crossing @ Morehouse RD. Construction to begin in 3-4 weeks. Contractors will have to close trail access for the safety of trail users. Contractors will be putting signs up at Trail Head Park (Kalberer) & on Abnaki Way to the west.

- Parks Board Retreat?

Goals of a Parks Board retreat include "Strengthfinders," Parks Board roles, setting priorities for budget 2016, March 23, following the next Parks Board Meeting. Do PB meeting at Lilly Nature Center. Chuck Lehman will serve as facilitator.

- Staff Retreat:

Goals of staff retreat includes "Strengthfinders", Team building session, finding efficiencies in staff duties, budgeting, encouraging staff to be creative in idea sharing. Their retreat will be the following day on March 24. Chuck Lehman will serve as facilitator.

Old Business**NRO Fund**

Jan has been working with Clerk-Treasurer Judy Rhodes regarding the 2015 NRO Budget. Mayor has appropriated \$85,000 from EDIT funds to assist funding the 2015 NRO budget. The EDIT funds need be approved by Council on March 2. The transfer will take care of the Morton full-time 2015 budget. Instead of all the full time staff being paid from the NRO Fund, the full-time staff will be paid half out of NRO funds and half

from the Parks & Recreation Fund. Council will appropriate the funds. This will totally fund the 2015 personnel budget. NRO Fund monies are generated from all the programs fees.

NRC Fund - Working toward the 2016 budget, we want to close the NRC fund. NRC monies have been used to support the pool. There is approximately \$200,000. in the NRC fund. We use TIF districts monies to fund the City's capital projects. The TIF districts will probably be the funding source in the future. The NRC fund may be transferred into the Parks & Rec fund. This transfer will help pay the salaries from the NRO fund and will now be available in the P&R fund. The levy will keep the fund in check. There may be more funding in EDIT or other parts of the City budget. Parks Budget is already being funded by other resources available in the City budget. The City will have to look at all City resources to match the needs and Parks is in need. All Parks major facilities are being funded by the Parks & Recreation fund.

New Business - Park Board retreat is scheduled for Monday, March 23 at a location to be determined. The Board will meet after the regularly scheduled monthly meeting. The retreat includes "Strengthfinders", program. Chuck Lehman will serve as facilitator

West Lafayette School Board – Karen reported the following:

- The State did not approve our snow days waiver, so we will have school on Tuesday, May 26 and Wednesday, May 27. Graduation remains on Friday, May 22.
- The Staff and Administrators are looking at the School Corporation/Parks Department Inter-local Agreement. They will recommend updates this spring. The goal is to formalize verbal agreements currently in place. Currently, they are looking to bring it to the School Board May 13, and then to the Park Board May 18.
- Congratulations to Dr. Killion for receiving the Sagamore of the Wabash honor.

Wabash River – no report

Public Comment

Jan provided the following information:

02-05-2015: Diana Singleton, WL resident wants to talk with the Parks Board regarding Pickleball.

02-06-2015: Mireille Boutin, WL resident, 765-464-8847 sent info regarding CPTED which stands for "Crime Prevention Through Environmental Design." Basically, it is concerned with the proper design and effective use of the built environment in order to lead to a reduction in the fear and incidence of crime, and an improvement in the quality of life. There is a lot of literature on the subject, including literature specifically for park, trails, and green space design. It is not just about "Crime" with a capital C like robberies and murders. It's also about all these small behaviors that are problematic. It's also for things like littering, vandalism, dogs not on a leash, dog owners not picking up after their dogs, loud gatherings in public spaces, cars speeding in residential neighborhoods...

CPTED can be summarized with 4 basic principles:

1. Natural Surveillance: people should be easily seen by other users, staff, and anyone who may pass by.

- 2. Natural Access Control: You want natural access ingress and egress controlled by some means, such as a fence or a flower bed. In other cases, a hedge or a path could work. The important thing is that something should signal "walk here" and "do not walk" there. Therefore, a person in a walking area should not look out of place.
- 3. Territoriality: Territorial reinforcement is used to distinguish public and private spaces.
- 4. Maintenance: do not build something you can't maintain adequately.

02-12-2015- Ice on trail near Hadley Lake, Sagamore Point Development- someone injured; Parks Staff working with adjacent homeowner to resolve standing water problem. Person injured is primarily concerned about resolving that issue.

Other

Dan requested permission to have food trucks participate at the two upcoming events coming up in May at the Nature Center. Mindbogling on May 16 and Paint the Rain-Rainbarrel on May 11 at the Nature Center. Aimee motioned to allow food truck to participate in the events. John seconded the motion, and the motion carried.

Pay Claims

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

Adjourn

Aimee motioned to adjourn the meeting. John seconded the motion, and the meeting adjourned at 5:47pm.

Next Meeting Date

The next Park Board meeting will be Monday, March 23, 2015.

Presiding Officer

Secretary

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