

The **Parks and Recreation Board** met Monday, December 17, 2018, 4:30 pm, at Morton Community Center. Present at said meeting were Linda Eales, Jim Pitoukkas, Karen Springer, Brandt Patz, Pat Flannelly and Park Board Attorney, Andy Gutwein. Kathy Lozano, Chris Foley, Bess Witcosky, Jon Munn, Dan Dunten, Kevin Noe and Cheryl Kolb represented the department. Council member, Gerald Thomas also attended.

Linda convened the Board at 4:31 pm.

Consent Agenda Items

Minutes – provided online initially, then at meeting

Staff Management Report

EMPLOYEE MILESTONES:

- Tom James and John Muller obtained Certified Playground Safety status.

PROGRAMS:

Morton Community Center

Morton enrollment numbers have increased from 2017. This is the first time we have seen a yearly increase in 5 years. Our number of students/class ratio is now at 5.8, up from 5.1 in 2017. Thank you to all of our Morton instructors that work tirelessly to insure quality programming throughout the year!

Lilly Nature Center

Volunteers – 52 dedicated adults contributed 1,651 hours serving as a host/hostess in the Nature Center. Based on the state estimate of the hourly value of volunteer time, this comes to \$40,763 that was contributed to the Parks & Recreation Department and the City of West Lafayette. In addition to these hours, those same volunteers were involved with mulching trails, participating in meetings, and exhibit development. This amount of time easily exceeded 900 hours, which is another value of over \$22,000.

We have four volunteers that have helped at the Nature Center ever year that it has been open, which is 19. We also recruited and trained 15 new volunteers in 2018.

Kay Conner was the third person recognized for contributing over 1,000 hours as a hostess. The other two recipients are Geraldine Arney and Lynn Layden.

General Public Volunteers – 200 youth and adults from churches, Purdue groups, corporations, scouts, and AmeriCorps contributed 500 hours mulching trails. This is an additional value of \$12,345.

Parks and Recreation

- The design phase of the Health and Wellness Center and the new Community Center at City hall is in full swing.
- Cason Park Design has begun – steering committee has met one time.
- Girls Basketball and volleyball are in full swing.

Skating Rink

- The Skating Rink is open and operating thanks to the cold weather – enrollment is up over the past two seasons.

Park Maintenance:

Keeping our parks clean and attractive takes hard work and diligence. Aside from normal activities like mowing, cleaning and mulching, our Parks Department accomplished the following list of projects in the past month:

- Demolition is completed for the installation of the Happy Hollow Playground/installation will begin the week of December 17 with target for completion by the first week of January
- The Parks Department has been helping with preparation of the Happy Hollow School as it transitions to City Hall/Community Center – Happy City Hall(ow)

Claims – provided online initially, then at meeting.

Karen motioned to approve the Consent Agenda Items as presented. Brandt seconded the motion, and the motion carried.

Cheryl noted there was an error with the attendees on the October 2018 minutes, noting they reflected the attendees for the September 2018 meeting. Pat motioned to approve the correction to the October 2018 minutes. Linda seconded the motion, and the motion carried.

Old Business

Health and Wellness Center/City Hall Update

- Kathy provided an update regarding our current packing status and impending move on Tuesday, December 18.
- We still don't have a permanent resolution for the maintenance facility. We are still working on all of the details. Jon met with the architects and we looked at a prefab building and told them what we need currently, and growth into the future, to help fulfill our needs.
- Kathy brought some pictures of the universal bathroom design, noting we will need some people to look at these and offer some feedback for a focus group meeting on January 8, either at 12:00 pm or 4:00 pm. Discussion followed.

New Business

2019 Proposed Meeting Dates

- Kathy presented the proposed Park Board meeting dates for 2019. Discussion followed. Karen motioned to approve the 2019 Park Board meeting dates as presented. Pat seconded the motion, and the motion carried.

2019 WALLA Lease Agreement

- Bess presented some background information pertaining to meeting with, and discussion with, WALLA, regarding the new lease at the Happy Hollow Complex. Discussion followed. Jim motioned to approve the new lease for WALLA as presented. Linda seconded the motion, and the motion carried.

West Lafayette Municipal Building Room Rental Rates

- Bess noted first of all, she would change the name to reflect the name, Happy Hollow Complex, noting we've all been calling the building different things. Bess presented some information regarding the various rental rates for the new facility. Discussion followed. Brandt motioned to approve the rental rates for the Happy Hollow Complex as presented. Linda seconded the motion, and the motion carried.

West Lafayette School Board

- Karen reported first semester ends this Friday, December 21, and then we are on break with the second semester beginning Monday, January 7, 2019.
- The West Lafayette Community School Corporation is one of 373 districts across the United States and Canada that have been selected for the 9th Annual AP Honor Roll. Districts on the AP Honor Roll have simultaneously increased access to Advanced Placement coursework while maintaining or increasing the percentage of students earning scores of 3 or higher on AP exams.

Wabash River.

- n/a

Other

Celery Bog Nature Area (Beavers)

- Andy noted Dan brought the beaver situation at Celery Bog Nature Area to a couple of the members attention, regarding removal (trapping) of the beavers. Andy suggested a motion be made to trap the beavers and remove trees in danger. Pat motioned to authorize the trapping of beavers at Celery Bog Nature Area and allow removal of the trees that are posing a dangerous situation. Brandt seconded the motion, and the motion carried.

Morton Surplus

- Bess presented a request to declare some items from Morton as surplus. The items for surplus are as follows:
 - (2) wood filing cabinets
 - (1) metal filing cabinet
 - (2) wood chairs
 - (1) small fabric-cushioned bench

Karen motioned to approve the items as surplus. Pat seconded the motion, and the motioned carried.

Morton Cash/Change Fund

- Bess requested to dissolve the Morton office Cash/Change Fund, noting we will all be together and are planning to use the Parks office Cash/Change Fund. Karen motioned to approve the request to dissolve the Morton Cash/Change Fund as presented. Linda seconded the motion, and the motion carried.

Adjourn

- Pat motioned to adjourn the meeting. Linda seconded the motion, and the meeting adjourned at 5:06 pm.

Next Meeting Date

- The next Park Board meeting will be Monday, January 28, 2019, 4:30 pm, Happy Hollow Complex

Presiding Officer

File: Cheryl/2018ParkBoardMinutes/Minutes#12/December2018

Secretary