

The **Parks and Recreation Board** met Monday, March 18, 2019, 4:30 pm, at the Happy Hollow Complex. Present at said meeting were Linda Eales, Jim Pitoukkas, Karen Springer, Brandt Patz and Park Board Attorney, Andy Gutwein. Kathy Lozano, Greg Mitchell, Chris Foley, Jon Munn, Dan Dunten, Kevin Noe and Cheryl Kolb represented the department. Department of Development, Erik Carlson, and Council member, Gerald Thomas, also attended. Absent was Park Board member, Pat Flannelly.

Linda convened the Board at 4:31 pm.

Consent Agenda Items

Minutes – provided online initially, then at meeting

Staff Management Report

EMPLOYEE MILESTONES: EMPLOYEE MILESTONES:

- Kevin Noe attended a week long training - Revenue Development and Management School
- Ken VanderHoff – celebrates 20 years of dedicated service as of March 28th – thank you Ken!!
- Help Wanted - We are currently looking for part-time evening help at the Happy Hollow Complex.
- Maintenance crew attended Stop the Bleeding training at Prophetstown State Park 2/25/19. Training provided by IU Health and the DNR.

PROGRAMS:

City Hall Programs: Programs at City Hall are in full swing and operating smoothly. Here are a few of the highlights for March:

- Planning for the summer class offerings at Happy Hollow Complex and the Lilly Nature Center is well under way.
- Coed and Men's Softball League information and Captains meeting to discuss rules has been set. Looking forward to another great summer of softball at Cumberland Park.
- Tapawingo Park and the Skating Rink will once again host a Bike Polo Tournament on April 13 & 14. The tournament features teams from all across the United States.
- Chris has been working with groups to determine an alternative route in Cumberland Park for their run/walk events due to construction.
- The pottery room hosted a Clay Bowl experience on Saturday, March 9. The public was invited to make a clay bowl for the annual YWCA's Annual Clay Bowl fundraiser. W.L. City Clerk, Sana Booker, learned to make two clay bowls for the fundraising event.
- Two spring break camps were popular this month. Both the Chess and Art Camps were well attended.
- Summer camp enrollment is approaching 150 – not bad for a first time program.

Riverside Skating Rink:

- The rink closed for the season on Sunday, March 10. Both revenue and enrollment were up significantly, due in part to the cold winter.

Lilly Nature Center:

- **Mind BOGgling Family Nature Celebration** – This event for the whole family will be on Saturday, May 18 from 10 am – 3 pm at the Celery Bog Nature Area. Most of the details are finalized.
- **Eagle Scout Project** – Work is underway with a Boy Scout to make a new path and build a bench. Weather permitting, it should be completed by mid-April.
- **Arbor Day Celebration** – This tree planting event will take place on Friday, April 26, at 10:00 am. The Mayor will be present, and working on final arrangements to have children from Burgett's Child Care to help with the planting.
- **Right-Of-Way Landscape Maintenance** – Ten different work requirements and contracts have been developed, and Requests for Quotes have gone out. Working with three contractors on final details before sharing information, and the official agreements with the West Lafayette Board of Works.

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:

- Happy Hollow Park restrooms new sinks and painting complete
- Happy Hollow Park playground installation still in progress
- Removal of walnut trees in preparation for park entrance engineering project completed
- Riverside Skating Center chillers shut down for season
- Seasonal skating center shutdown in progress
- Spring cleanup of grounds and planting beds in progress
- Final clean out of Morton Center scheduled for completion before March 31
- Final clean out of Parks office and maintenance barn still in progress
- Spring mower and equipment preparations underway
- Cost estimates for electrical upgrades for kilns at City Hall in process
- Room 115 wall and painting upgrades complete
- RDC 2019 Parks items including 2019 4x4 Ford maintenance truck, Xmark zero turn mower and updates to Bobcat 3650 UTV in process for April RDC meeting
- Concrete landing at Lilly Nature Center back door scheduled to be installed 3/15/19
- Basketball rim replacement at Tommy Johnston Park scheduled for week of 3/18/19
- Installation of 3 concrete foundations for Happy Hollow Park trail entrance; public art sculptures scheduled for completion by March 31
- Removal of shop heaters at parks barn completed, will reinstall at maintenance shop to upgrade current heaters at a later date
- Maintenance crew safety meeting completed 2/22/19; monthly safety meetings for 2019 to follow

- Preparations for spring pool and plaza fountain set-up underway

Claims – provided online initially, then at meeting. Karen motioned to approve the Consent Agenda Items as presented. Jim seconded the motion, and the motion carried.

Old Business

Health and Wellness Center/City Hall Update

- Erik Carlson, Department of Development and Redevelopment Commission Staff, provided a brief update, reporting we are at a good standpoint currently with the design phase of the Wellness and Aquatics Center. Erik noted there is a 1600 page document as we are getting us nearer to construction. At the February 20 Redevelopment Commission meeting, the Guaranteed Maximum Price for the project was approved, noting he didn't have the exact figure, but it is in the \$28 million dollar range for the building itself. It is a 72,000 sq. ft. facility. We are in the last few weeks of making final adjustments, before receiving the construction documents and moving forward with permitting. We have been granted a variance from the State Fire and Commission Board, which allows for the individual, private bathrooms rather than the standard men and women's restrooms. It was granted on Tuesday, March 5. We have been very happy with the progress we have been seeing. Kathy and Greg have been working on many of the details on the inside of the building, and everything is moving along very smoothly. The plan is to be open well in advance of New Year's Eve 2020 to capitalize on all of the New Year's Resolution folks by January 01, 2021. Kathy reported we are planning for the soft opening to take place in November/December 2020, with the Grand Opening in January 2021.

Happy Hollow Playground Update

- Jon provided an update, noting they are hopeful for completion in 2-3 weeks, weather permitting.

Cason Family Park

- Kathy reported on March 26 there will be a public meeting at Lilly Nature Center to get feedback on the park design. There will also be stakeholder meetings in the next month. We hope to have the target date for the park design by June.

New Business

- n/a

West Lafayette School Board

- Karen reported two snow make up days scheduled for April 8 and April 22 have been removed because they are performance-qualified school district, and we meet the yearly instructional minutes for 180 days of school, we are allowed to subtract those two days. This designation of being a performance-qualified school district comes from each school and the district receiving an A-rating for the previous couple of years. This designation will carry through to 2021 because we have received another A-rating this year. So, next year they are looking at designating two snow make-up days as

Professional Development days that had been taken away from school corporations a number of years ago, so they are excited at the return of a couple of those Professional Development days.

- We continue to monitor and lobby State legislators for school related bills being debated in the current Legislative Session.

Wabash River.

- n/a

Other

Surplus Items

- Chris presented the surplus list with items no longer in use, or value, to the department. Brandt motioned to approve the list of items as presented. Jim seconded the motion, and the motion carried. Discussion followed.

Happy Hollow Park Entrance Closure

- Kathy informed the Board with the information regarding a hard closure of the Happy Hollow Park entrance. The City is working with the State and there will be a 2-3 week closure of the entrance during the period of April 15 – May 24. They have been told they must complete the work by May 24 or there will be some heavy fines assessed.

Tinkergarten

- Greg presented information regarding a group wishing to use the Celery Bog Nature Area to host their program, Tinkergarten, which takes 18 month olds to eight year olds. They meet once a week. The group only wants to use the space, not the structure, and do not require any supplies from us, outside of using the restrooms. Discussion followed regarding usage fees. The department will continue to work with them on coming to an agreement with a fee since the first program begins April 16 and our next Park Board meeting is April 15.

Adjourn

- Brandt motioned to adjourn the meeting. Jim seconded the motion, and the meeting adjourned at 4:54 pm.

Next Meeting Date

- The next Park Board meeting will be Monday, April 15, 2019, 4:30 pm, at Happy Hollow Complex

Presiding Officer

File:Cheryl/2019ParkBoardMinutes/Minutes#03/March2019

Secretary