

**West Lafayette Parks and Recreation
Park Board Minutes**

03/22/2021

The **Parks and Recreation Board** met Monday, March 22, 2021, 4:30 pm, virtually, via Microsoft Teams. Present at said meeting were Jim Pitoukkas, Brandt Patz, Pat Flannelly, Karen Springer, David Purpura and Park Board Attorney, Andy Gutwein. Kathy Lozano, Greg Mitchell, Kevin Noe, Bryce Patz, Dan Dunten, John Muller, and Cheryl Kolb represented the department. City Council representatives, Gerald Thomas and Kathy Parker, attended. Additional guest included was Nick Schenkel. Absent was staff member, Heather Wiltse.

Jim convened the Board at 4:34 pm.

Oath of Office – City of West Lafayette Clerk, Sana Booker, in Mayor Dennis’ absence, welcomed Jim Pitoukkas back to the Board. Sana began with the proceedings of swearing Mr. Pitoukkas in for the Park Board.

Consent Agenda Items

Minutes – provided online

Staff Management Report

PARKS:

COVID-19

The Parks and Recreation Department has remained open to continue to serve the City of West Lafayette, with limited contact with the public. Parks and trails remain open for citizens to be able to walk or just enjoy the outdoors while using social distancing methods.

Basketball courts, tennis courts and ball fields are still open as weather permits. Many individuals and small groups have taken advantage of the opportunity for a pickup game here or there.

Shelters We began taking reservations January 4, 2021, the first business day of the year for the parks season of April 1 - October 31, 2021. Reserve online at [Catalog - City of West Lafayette Parks & Recreation \(rec1.com\)](https://www.westlafayette.org/Rec1)

PROGRAMS:

All West Lafayette Parks and Recreation programs and activities remain suspended until further notice due to the ongoing COVID-19. We will begin to explore limited opening and class offerings as the county vaccination rates increase along with the continual decline of infection rates.

LILLY NATURE CENTER/CELERY BOG: Lilly Nature Center remains closed. In cooperation with the West Lafayette Fire Department, the Celery Bog held a controlled burn early in March. These yearly planned burns keep invasive species growth to a minimum and allow for healthy new growth.

VOLUNTEERS: Outdoor volunteering continues to help improve our beautiful parks and nature areas.

WELLNESS CENTER: The West Lafayette Wellness Center opened its doors to the public on Saturday January 30, 2021. Over three-hundred individuals toured and talked about

membership. Swim lessons sold out in the first two hours. **Membership Sales are brisk. Please consider becoming a member! Apply online at:**
[Catalog - City of West Lafayette Parks & Recreation \(rec1.com\)](http://rec1.com)

NOW HIRING: Wellness Center continues to seek staff members to work part time in the following areas: Custodians, Lifeguards, Swim Instructors, Water Safety, Water Exercise, Group Exercise Instructors, personal trainers, fitness coaches, front desk, housekeeping, childcare and many more.
Apply online at:
[Employment opportunities \(in.gov\)](http://in.gov)

RIVERSIDE SKATING CENTER: The Riverside Skating Center had a successful season despite the challenges imposed by COVID-19 and the weather. Nearly 6,800 residents enjoyed a healthy activity outside.

2020/2021 RINK SEASON

Opened	12/14/2020	Rink Closed for a total of 7 days due to weather
Closed	2/25/2021	

Admissions Sold	6778	\$33,890.00	Tickets & Walk-in
Skate Rentals	4584	\$13,752.00	
Rink Rentals	13	\$2,980.00	
Skates Sharpened	92	\$644.00	
Total Revenue		\$51,266.00	

PLAYGROUNDS: Open

DOG PARK: Stay tuned. Work will resume on an off-leash dog park at Happy Hollow Park as weather permits.

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:

- Spring cleanup and summer prep
- Happy Hollow Pool opening
- Rink shut down
- Dog Park completion

Claims – provided online

Karen motioned to approve the Consent Agenda Items as presented. Jim proposed opening it up for some questions by mentioning some claims that were paid on Docket # 2, pertaining to the rezoning of Cason Park. Discussion followed. It was decided staff will work on amending the expenses paid from the Park Board Fund to having the West Lafayette Parks & Recreation Foundation pay for the expenses. Jim asked for an amendment to the motion to approve the Consent Agenda Items, except for Docket # 2, which will be reviewed at the next Park Board meeting. David motioned to approve with the discussed limitations. Brandt seconded the motion, and the motion carried.

Old Business

WL Wellness Center

- Kevin reported things are moving along with 800 membership units sold, which equates to 2,500 members.
- A new session of swim lessons has begun. Registration for those opened last Monday at 6:00 am, and by 6:15 am, they were sold out! The need, and the want, is there.
- Summer Camp is full, and we are operating off a waiting list.
- We have acquired some more personal training clients in the last few days.
- The programs and the memberships are starting to ramp up a little bit more. We are still using MotionVibe but have cut back on some of the areas since things were not filling up. We will go back to using it more if things would happen to tighten up with the pandemic.

Discussion followed.

Cason Family Park

- Kathy reported Cason Family Park is moving along and work is moving forward with selecting a contractor, noting interviews were held last week. At the RDC meeting tomorrow, a contractor will be approved and construction at the park should begin within a week. The construction documents are 100% done, and we're ready to go.
- We are also working on the DNR Grant for Cason Family Park. The Foundation has been working hard and moving towards adding some other amenities to the Park.
- We'll be able to get Cason Family Park done with RDC Funds, and hopefully by using the BOT method, we'll get Phase I and Phase II done this year. By spring of 2022, we should have a park for people to enjoy!

New Business

Community Forestry and Greenspace Manager

Kathy retroactively, with Park Board approval, noted we would like to welcome Bryce Patz to the staff of the Parks and Recreation Department in a newly created position, in which the job description was provided. Bryce will be working with us closely to maintain all our green spaces and make sure the City of West Lafayette gets the best possible care. He will be moving over from the Development Department and the position will be paid fully, this year, out of E.D.I.T. Funds. Kathy turned it over to Bryce to say a few words. Following, Kathy noted there is a

small wrinkle with Bryce joining our department. Unfortunately, Park Board member, Brandt Patz, Bryce's brother, will have to resign from his position with the Park Board due to the Nepotism Policy with the City of West Lafayette. However, Brandt, will continue his representation with the West Lafayette Parks & Recreation Foundation and is going to help us raise money for the Park. Jim asked for a motion to approve the hiring of Bryce Patz as Community Forestry and Greenspace Manager, retroactive to March 20, 2021. Brandt noted he would abstain from the vote. David motioned to approve the hiring as presented. Karen seconded the motion, and the motion carried.

West Lafayette Public Library Use Agreement

- Kathy reported next month we will be bringing a Facility Lease Agreement with the West Lafayette Public Library to the Board. They are going to be leasing two rooms at the north end of the Margerum City Hall that currently are not being used. They will be using the rooms for their Children's Collection during their construction period. We will get everything worked out and brought to the Board for approval next month.

WLPR Special Event – Cupcake Run/Walk for Public Education

- Greg presented the request, noting the event is scheduled for Sunday, September 19, the day following Global Fest, with set-up at 7:00 am until 1:00 pm. Currently, they are expecting approximately 500 participants. The event is to raise money for public school teachers and the Seeds for Excellence Grant program. Your approval would be pending Police and Fire approval. Discussion followed. Pat motioned to approve the request as presented, assuming they present the Certificate of Insurance. Brandt seconded the motion, and the motion carried.

Request for Research Project

- Dan presented the request, providing a brief overview of the request. Discussion followed. Kathy noted Dan is not in favor of the group using the Celery Bog Nature Area. Dan noted his recommendation would be to suggest them using the vernal pool located in the woods at Cumberland Park for the collection. Brandt motioned to approve the request for the research project as presented. Karen seconded the motion, and the motion carried. The vote taken concluded with 0 – Ayes, 4 – Nays. A recommendation to move the proposed research project to the Cumberland Woods area was presented. Pat motioned to approve the secondary location for the proposed research project. Brandt seconded the motion, and the motion carried.

Proposed Rental Rates – Wellness Center

- Kevin presented the proposed rental rates per the attachment to the Agenda. Kevin presented an addition of the Patio rates not included on the initial attachment. The proposed rate for the patios is as follows:

South Patio - \$50.00/hr. / Member \$75.00/hr. / Non-Member
North Patio - \$50.00/hr. / Member \$75.00/hr. / Non-Member
(50% Discount if rented with a Community Room)

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Karen motioned to approve the proposed rental rates as presented. David seconded the motion, and the motion carried.

West Lafayette School Board

- Karen reported at the March 1st work session, Dr. Killion gave a State of the Schools Address. It included some historical information, financial information, a review of the RDP projects process, our strategic planning process, future considerations, etc. The PowerPoint presentation, plus audio recording, is posted on the Corporation's website.
- Today is the start of the last 9-week grading period.
- Graduation will be at Gordon Straley Field at 6:00 pm on Friday, May 28, 2021, with a rain date of Saturday, May 29, 2021 at 9:00 am. At this time, each graduate is allowed up to two guests, and is subject to change come May.

Other

Adjourn

- Pat motioned to adjourn the meeting. Brandt seconded the motion, and the meeting adjourned at 5:02 pm.

Next Meeting Date

- The next Park Board meeting will be a virtual meeting, Monday, April 19, 2021.

Presiding Officer

Secretary