

The **Parks and Recreation Board** met Monday, August 16, 2021, 4:30 pm, in person and virtually, via Microsoft Teams. Present, in person, at said meeting, were Jim Pitoukkas, Karen Springer, David Purpura, Kathy Lozano, Greg Mitchell, Kevin Noe, Heather Wiltse, Ashley Conner, John Muller, Dan Dunten and Cheryl Kolb. Virtual attendees included Paul Siciliano, Park Board Attorney, Andy Gutwein, and City Council Representative, Gerald Thomas. Possibly, other virtual guests were in attendance. Absent was Park Board member, Pat Flannelly.

Jim convened the Board at 4:35 pm.

Consent Agenda Items

Minutes – provided online

Staff Management Report

**West Lafayette Parks and Recreation Department
Report**

August 16, 2021

PARKS:

Shelters Reservations for shelters began April 1, 2021. Reserve online at [Catalog - City of West Lafayette Parks & Recreation \(rec1.com\)](https://www.cityofwestlafayette.com/Rec1)

Senior Softball – meets at Cumberland Park at noon. Going strong.

PROGRAMS:

West Lafayette Parks and Recreation programs and activities are in the process of a slow opening – some activities have returned to the Margerum City Hall Community space. Several Art classes are in full swing.

LILLY NATURE CENTER/Celery Bog: Lilly Nature Center re-opened July 7, 2021 after a 16-month hiatus for Covid-19. The Lilly Nature Center has averaged over 50 visitors daily ever since. Please refer to our website for a list of programs and hours.

Activity has continued in the **Celery Bog** itself:

- * Approximately 55 cu. yds. of woodchips have been spread on the trails in the Celery Bog Nature Area by 9 volunteers.
- * 124 volunteer hours were given inside the Lilly Nature Center
- * 4 bird identification walks with 23 people
- * 4 wildflower walks with 46 people
- * 4 outdoor Wednesdays in the Wild programs in various locations with 95 people in attendance.

WELLNESS CENTER: The West Lafayette Wellness Center is open and is adding to its program offerings every day. **Membership Sales are brisk. Please consider becoming a member! Apply online at: [Catalog - City of West Lafayette Parks & Recreation \(rec1.com\)](http://Catalog - City of West Lafayette Parks & Recreation (rec1.com))**

**Wellness Center Monthly Report
Through August 6, 2021**

Category	Month Prior (June)	YTD	Notes
Total Membership Units			Total membership units to date=1873 (up16% from July)
Total Family Membership Units			Total family membership units to date=747 (up 17% from July)
Total Scans	10,511	61,209	Decrease from June attributed to two-week pool closure

Accomplishments: Parks & Recreation staff recently hosted a very successful Grand Opening and Community Day event at the Wellness Center. Not only was the ribbon cut on the building, but the community was treated to a free community day at the facility, showcasing the building and class offerings at the Wellness Center. Staff did a great job planning and executing the event, and we hope the community had as much fun as we did.

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://Employment opportunities (in.gov))**

MUNICIPAL POOL – Is closed as of Sunday August 8!
Over **15,800** individuals swam laps, climbed the Wibit, dived and splashed in the municipal pool over the 75-day season!

RIVERSIDE SKATING CENTER: The Riverside Skating Center is closed for the season. New dasher boards have been installed.

PLAYGROUNDS: Open

DOG PARK: Dog Park at Happy Hollow is a big success. Dogs from all over the city are enjoying the amenities and being free inside the fence.

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:

- Started the redo of the Margerum Fountain and Plaza including sandblasting, repainting, new landscaping and upgraded lighting
- Posted a new position to the maintenance staff. Interviews will begin shortly
- Finished the outdoor pool season and began to shut it down for the year
- Resurfaced and painted the Farmers Market parking lot
- Replaced and fixed the brakes on the Ford Truck we use for winter salt.
- Replaced a sink in the bathroom at Happy Hollow Park that had been vandalized
- Installed 6 new ADA swings that were purchased through donations acquired by Lauren Kish
- The ADA door access was installed at Lilly Nature Center
- Began the process of moving equipment into the new Parks barn
- The pond behind the Wellness Center has been cleared of problem trees and shrubs to enhance the look of the pond.

COMMUNITY FORESTRY AND GREENSPACE UPDATE

1. Urban Landscape Stewards, Molly Sipes and Ian Kelly, finished their summer internship as of August 4, 2021. Their summer internship included:
 - a. Landscape bed maintenance on State Street, River Road, Wiggins Streets, Farmers Market areas
 - b. Installed planters and landscape beds on River Road
 - c. Installed annuals in decorative planters throughout park properties
2. Inspected 16 street trees in the month of July
 - a. 10 trees were submitted for removal
 - b. Total trees removed in 2021: 28
3. Street tree inventory work began in July
 - a. Inventorying trees in public right of ways and specimen trees on Parks properties
 - b. All inventory work will be completed in October 2021
 - c. Results will be updated to TreePlotter PARKS software:
<https://pg-cloud.com/WestLafayetteIN>
 - i. Inventory software was acquired in December of 2020 through the Community and Urban Forestry Assistance Grant through INDNR
4. West Lafayette Tree Friends (WLTF) approved their 5-year Strategic Plan on August 10, 2021
5. Prepping for 2021 fall street tree pruning schedule with the WLTF

6. Municipal Nursery Project:

- a. Process on fundraising for municipal nursery is going well. WLTF have raised a total of \$26,000.00. Goal to raise \$50,000 by October
- b. Parks Foundation approved to fundraise for the Municipal Nursery project, matching WLTF commitment of \$50,000.00
- c. MKSK Studios has donated design services to design and price out construction costs for the nursery.

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

A roll call vote was taken:

	AYE	NAY	ABSENT	ABSTAIN
Flannelly			√	
Pitoukkas	√			
Purpura	√			
Siciliano	√			
Springer	√			

Motion Passes 4-0

Old Business

WL Wellness Center

- Kevin reported we held the Ribbon Cutting Ceremony this past weekend, noting we had a great turnout of people, along with great weather. We had the Ceremony and then a Community Day for all day Saturday. We had the Wibit set up in the pool, group exercise classes, some other programs, and crafts. It was well attended and was better than we could have expected.
- On the Wellness Center Monthly Report submitted, you'll notice membership are up. Scans were down due to the closure of the pool, which attributed to those numbers. Next month, the report will be switched up a bit; instead of showing Total Membership Units to-date, it will show Active Memberships. We've reached a point where we've sold over 1,800 memberships, with over 1,500 Active memberships. So, expect those numbers to drop some. Retention has been pretty good. We've had quite a few people come in, try the membership for a month or two, then cancel the membership. We expect this to happen in this type of community where there is a transient population with the students, families leaving, COVID, etc.
- Youth Basketball registration is open now, with the program coming up in the fall.
- This Friday will be our first Parents Night Out Event.
- Summer Camp wrapped up, with it being a huge success. Next year we will reevaluate the space, so we can utilize the Community Rooms to get the most use out of them.
- In the next month, or two, we will begin offering Silver & Fit, in addition to Renew Active, which is already in use. The Contract Agreement is currently in active negotiations between Silver & Fit and our Park Board Attorney, Andy Gutwein. This will add to our Active Membership totals.

Discussion followed.

Cason Family Park

- Kathy reported one update, we’ve obtained one appraisal of the adjoining property. As soon as we receive the second appraisal, we will be approaching the Maier family to negotiate a purchasing price for the 15 acres. We’re excited to get moving on this!
- In October, there will be a prescribed burn at the Cason Family Park site. We will then throw down some prairie seed mix to help maintain the area a little better until we can begin construction of the park.

New Business

Youth Development Coordinator – Ashley Conner

- Kevin presented a request for approval to hire Ashley Conner as Youth Development Coordinator, effective August 7, 2021. Ashley will oversee the Wellness Center’s Clubhouse, our indoor child watch area, Day Camp programming, Youth Enrichment programs, and Parents Night Out programming. In the next year she will also be tasked with starting up a Before and After School Program for the facility. Ashley will be a full-time employee with a pay rate of \$1,692.31/biweekly and will be entitled to all City benefits in line with her position. Discussion followed. Karen motioned to approve the hiring of Ashley Conner/Youth Development Coordinator as presented. David seconded the motion, and the motion carried.

A roll call vote was taken:

	AYE	NAY	ABSENT	ABSTAIN
Flannelly			√	
Pitoukkas	√			
Purpura	√			
Siciliano	√			
Springer	√			

Motion Passes 4-0

West Lafayette School Board

- Karen reported at our regular School Board Meeting Monday, August 2, we revised the 2021-22 Opening Plan to mandate masks K-12 for teachers, staff, and students, regardless of vaccination status. This was based on updated information from the CDC, IN Department of Health, the Tippecanoe County Department of Health and recommendation from our Corporation Physicians.
- School began last Wednesday, August 11.
- On the WLCSC website, under the Superintendent Search tab, is a link to a Community Questionnaire. The School Board is requesting input from all corporation stakeholders on their top five qualities they would like to see in the next Superintendent. The online link is available through Sunday, August 22. Patrons also have the option to give their input in person on Monday, August 23, at WLIS-Café. School Personnel Forum is at 5:30 pm and Parents, Students & Community Forum is at 6:00 pm.

Other

Surplus

Greg requested permission to declare the following items as surplus:

- Lane lines from the outdoor pool (Qty. – 2)

Karen motioned to approve the request to declare the items presented as surplus. David seconded the motion, and the motion carried.

A roll call vote was taken:

	AYE	NAY	ABSENT	ABSTAIN
Flannelly			√	
Pitoukkas	√			
Purpura	√			
Siciliano	√			
Springer	√			

Motion Passes 4-0

Adjourn

- David motioned to adjourn the meeting. Karen seconded the motion, and the meeting adjourned at 4:56 pm.

Next Meeting Date

- The next Park Board meeting will be Monday, September 20, 2021.

Note: Global Fest is scheduled for Saturday, September 18. Hope to see everyone there!

Presiding Officer

Secretary