WEST LAFAYETTE
HOME of PURDUE

PARKS AND RECREATION BOARD
Monday, June 27, 2022 at 4:30 PM

Meeting Agenda

REVISED AGENDA

The Board of Parks and Recreation is held at Margerum City Hall, 222 North Chauncey Avenue, West Lafayette, IN 47906. Comments can be submitted to the Clerk's office by emailing clerk@westlafayette.in.gov. If emails are received by 4:00 PM on the meeting date, comments will be forwarded to the committee members before the meeting. Please identify the agenda item in your email Subject Line.

Electronic Meeting
Teams Access: +1 574-367-5293, 538 445 395#

Click here to join the meeting

1. **Call to Order**

2. **Consent Agenda Items**

   a. Minutes
   Documents:
   Minutes- May 2022

   b. Staff Management Report
   Documents:
   Staff Management Report

   c. Claims

3. **Old Business**

   a. West Lafayette Wellness Center

   b. West Lafayette Parks and Recreation Foundation Update

4. **New Business**

   a. Custodian (Margerum City Hall)
   Documents:
   Job Description- Custodian (Margerum City Hall)
   2022 MEMO- New Hire - Rachael Henderson

   b. Urban Landscape Steward
   Documents:
   Job Description - Urban Landscape Steward-Horticulturist Intern
   2022 MEMO- New Hire - Luke Russo - Urban Landscape Steward

   c. Adoption of Parks and Recreation 5 Year Master Plan
   Documents:
   West Lafayette 5 Year Parks Master Plan Update FINAL
   BPR Resolution 2022-01- Adoption of Parks Master Plan for 2022-2027

   d. Parks and Recreation Staffing Study

   Documents:
   West Lafayette Parks and Recreation Staffing Study FINAL

   e. Municipal Nursery Update
   Documents:
   Tree Nursery Layout

   f. Parks and Open Space Plan Update

5. **West Lafayette School Board**

6. **Other**

7. **Public Comments**

8. **Adjournment**

9. *Next Meeting: July 18, 2022 - 4:30 pm*

West Lafayette Parks and Recreation
Park Board Minutes 05/16/2022

The **Parks and Recreation Board** met Monday, May 16, 2022, 4:30 pm, in-person with a virtual option via Microsoft Teams. Present, in-person, at said meeting, were Park Board members Karen Springer, David Purpura, Paul Siciliano, Kitti Carriker, David Kucik, Park Board Attorney, Andy Gutwein, staff members Kathryn Lozano, Greg Mitchell, Kevin Noe, Heather Wiltse, Bryce Patz, Dan Dunten, Cheryl Kolb and Council Representative, Kathy Parker. Council Representative, Gerald Thomas and staff member, John Muller attended virtually. There were possible other virtual guests in attendance.

Karen convened the Board at 4:32 pm.

Consent Agenda Items

Minutes – provided online

Staff Management Report – See Exhibit A

Claims – provided online

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

Old Business

WL Wellness Center

- Kevin reported all but one of the showers closed at the Wellness Center today for approximately one month, so Blakley's can come in, grind the concrete down, refinish the slopes of the showers, so the showers will now slope towards the drains, and drain properly.
- At the end of this month, going into the first week of June, the pool deck is scheduled to be resurfaced. It has been an ongoing issue since it was initially completed. They were back later to put down a grittier surface, which has flaked up, so this resurfacing is necessary to fix the ongoing issue. The shower project started today, and the pool deck project will begin the week of Memorial Day.
- Summer Camp is getting ready to start, so preparation is underway.
- Our group exercise classes are full, memberships are up, so everything is going along fairly smoothly.
- Kevin shared information regarding a SOP that is being followed regarding unauthorized persons in the building, as well as members who share their membership cards with family, friends, etc. Some of you have probably received emails. We have had to clamp down on this the past few weeks because some of our teenage friends have let their friends in through the side entrance and it became an issue because we didn't know who was in the building. The SOP is one that was shared with you previously, but we have had to make a few minor changes to it. Unfortunately, we have had to call on the police to assist in a couple of instances, which is not what we want to do, but if we are talking to an individual, and we do not know who they are, we have no manner in which to

discipline them to say you can't come back for 30 days, we have called the police because they are better equipped to handle those situations. Discussion followed.

5-Year Master Plan Update

- Bryce reported we did submit the latest and greatest draft of the 5-Year Master Plan to the Indiana Department of Natural Resources. We received notification they had no other comments, they really enjoyed the draft that we put together, and gave us the green light for it. The last step would be to ratifying and approving by this Board, so we do plan on bringing the document to you in June for the final approval. Discussion followed.

New Business

Urban Landscape Steward/Horticulturist Intern

- Bryce presented a request to hire Jennifer Flesher as our Urban Landscape Steward/Horticulturist Intern at $15.00/hour. The internship focuses on curating and maintaining landscapes in West Lafayette's public right of way and urban core. This position is full-time seasonal, from May until August, with the ability to continue through October, scheduling permitting. David P. motioned to approve the hiring of Jennifer Flesher as presented. David K. seconded the motion, and the motion carried.

Cash/Change Fund – Municipal Pool

- Kevin presented a request to establish a Cash/Change Fund for the Municipal Pool season in the amount of $200.00 from the Nonreverting Operating Fund, to revert back no later than November 30, 2022. This request is per the recommendation of the Finance Department that all Petty Cash and Cash/Change monies be approved, with a motion, by the West Lafayette Board of Parks and Recreation. Discussion followed. David P. motioned to approve the request as presented. Paul seconded the motion, and the motion carried.

West Lafayette School Board

- Karen reported the 2021-22 School year is rapidly coming to a close. The last student day is Tuesday, May 24. High School graduation will be Friday, May 27, at 7:00 pm. High School administrators and student leadership working on graduation had planned a return to Bergerian gymnasium, but with recent COVID upticks, the planning committee has moved the ceremony outdoors to the Athletic Complex. Rain date is Saturday, May 28, at 9:00 am.

Other

- N/A

Adjournment

- David K. motioned to adjourn the meeting. Kitti seconded the motion, and the meeting adjourned at 4:50 pm.

Next Meeting Date

- The next Park Board meeting will be Monday, June 27, 2022, 4:30 pm.

_____ _____

Presiding Officer Secretary

WEST LAFAYETTE parks and recreation

MEMO

Exhibit A

TO: West Lafayette Parks and Recreation Board

FROM: Kathy Lozano – Parks Superintendent

DATE: Monday, May 16, 2022

SUBJECT: West Lafayette Parks and Recreation Department Report

Below is a summary of the progress Department staff has made during the months of April - May.

PARKS:

Shelters reservation season has opened. Slots are beginning to fill up. Looks as if 2022 will be a busy summer season.

PROGRAMS:

The Parks Department continues to partner with the West Lafayette Public Library and Wabash Area Lifetime Learning Association (WALLA). Please watch for more joint programming in 2022.

West Lafayette Parks and Recreation programs and activities to return – Ballroom Dance, Karate, Chair Yoga, Summer Art Camp and more! The programming for the community spaces at the Margerum City Hall is filling fast. Find the classes here: Catalog - City of West Lafayette Parks & Recreation (rec1.com)

Riverside Skating Center:

The Riverside Skating Center's season is over. It was a successful season despite the weather conditions and some unforeseen mechanical issues. It continues to be one of our most popular programs.

Lilly Nature Center/ Celery Bog:

Regular programming continues at the Celery Bog and the Lilly Nature area. Including:

- 70 trees planted at CBNA

- Earth Day activities:
- Trash pickup at CBNA by volunteer group
- 200 wildflowers were planted in the expanded Rain Garden at CBNA
- DeTrash The Wabash - 1.3 tons of trash was picked up by 75 volunteers

New this summer:

Nature Camps – Plans are progressing for a new 6-week summer Nature Camp series for youth ages 6-12.

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)

Wellness Center Monthly Report
May 2022

Category	Month Prior (February)	YTD	Notes
Total Active Membership Units	↑	↑	Total membership units to date= 2,234 (up 2.2% from April)
Total Family Membership Units	↑	↑	Total active family membership units to date= 929 (up 1.6% from March)
Total Scans	16,983	87,447	

ACCOMPLISHMENTS:

On April 9, the Spring Egg Hunt was hosted at the Wellness Center. The event was great, and close to 1500 kids were able to participate in the egg hunt, games,

bounce houses, cake walks, and much more. We hope this event will grow into our marquee spring event going forward.

CHALLENGES:

Trying to hire summer staff has proven to be quite challenging. While this is not unique to our Department, finding qualified staff to serve as lifeguards, camp counselors, tennis instructors, umpires, and front desk staff, is very difficult this year. This is a testament to the staff that we do have, knowing how much they have all stepped up. Many thanks to our current staff, as hopefully, this labor shortage will get better as time moves forward.

STAFF HIGHLIGHT:

Rachel MacDougall is back from her maternity leave and has resumed her role as Wellness Coordinator. We are excited to have Rachel back and look forward to seeing baby Addie grow up around the Parks, as many of our staff's children have done so through the years.

NOW HIRING:

Wellness Center continues to seek staff members to work part time in the following areas: Camp Counselors, 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)

FARMERS MARKET – The West Lafayette Farmers Market OPENED Wednesday, May 4, 2022. Mayor John Dennis rang the bell at 3:30 pm and the new season was officially off to a great start at Cumberland Park. Over 50 vendors are offering fresh produce, meats, baked goods, prepared foods and crafts every Wednesday throughout the spring, summer and fall. The regular season will close on October 26, 2022. However, back by popular demand, there will be a Thanksgiving Market at the Wellness Center on November 23, 2022.

MUNICIPAL POOL – will open for the season Memorial Day weekend.

TOMMY JOHNSTON PARK: After a long delay, Tommy Johnston Park is open with a whole new look. Check out the new fitness equipment that was installed and stay

tuned for some scheduled outdoor fitness classes there, led by one of our fabulous Group exercise instructors from the Wellness Center. Check the website for more details.

DOG PARK:

Dog Park at Happy Hollow Park is once again open and well loved. It is now complete with benches for humans as well as some updates to the water and drainage. Crushed stone has been added to the entrance and mulch was installed in the really wet areas to alleviate some of the mud.

Coming soon an additional dog park in Cumberland Park. More details soon.

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:

- The nets between the Farmers Market and the softball fields were installed again for the year.
- The sun sails at the Farmers Market were installed.
- One of our qualified staff members has performed all the annual inspections for the Backflow Preventers at nearly all the City's facilities.
- The pool is full, and the water is balanced. We have begun to filter. The pool heater is not working properly, so solutions are being explored. Costs of repairs should be established later this week, and the work will be done in-house.
- Clean-up of Tapawingo Park riverfront, between the pedestrian bridge and the old train bridge, has commenced. We are cleaning up the brush and downed trees in this area to open sight lines and the view of the river.
- We are picking up trees that were cut down along the trail in Happy Hollow Park. This tree work was conducted to help remove dead ash trees from the ground.
- Weekend maintenance shifts have commenced, beginning in April. The maintenance team works weekends on a rotating basis throughout the summer to keep the restrooms clean, supplied, along with trash removal.

WEST LAFAYETTE parks and recreation

MEMORANDUM

- We ran electrical to the new vehicle lift in the new shop. It will be connected in the following weeks.

- Softball leagues have begun. We have put significant effort into prepping the fields. A couple lights have been repaired, ag lime has been applied and the grass is mowed. Ready for a great season.

- Shifts at the Wellness Center are being covered to keep the building clean until an evening custodian is hired.

- Tommy Johnston Park equipment install is complete. The surrounding area has been graded, seeded and mulched.

- Re-painting of the Margerum Fountain has started. Weather permitting, it will be completed soon and open for another season.

- 2 new computer workstations were installed at the new Barn for the staff to use, which is increasingly becoming a necessity.

- Lots of small equipment has been repaired, or receiving maintenance, due to the many rain days.

COMMUNITY FORESTRY AND GREENSPACE:

- 15 trees inspected in the month of April for defects:
  - 1 tree submitted for removal
  - Total trees removed in the 2022: 6
  - Scheduling tree pruning work for roadway clearance, set to begin in June
  - Inventory can be viewed here: https://pg-cloud.com/WestLafayetteIN/
  - Community Forestry Intern, Joe House, started May 9th to aid in supporting our urban forestry program.
- Horticulture Technicians Update:
  - Pruned shrubs on Cumberland Ave, from Soldiers Home Road to N. Salisbury for line-of-sight compliance
  - Mowing public right-of-way maintenance areas, includes Cumberland Ave, McCormick Road, City Hall, Discovery Park District, sections of Lindberg Road.
  - Mulching landscape beds at Margerum Fountain area, N. Chauncey Street, and landscape beds in Chauncey Village area.

WEST LAFAYETTE parks and recreation

MEMORANDUM

- Municipal Nursery Progress Update:
  - Purchasing greenhouse design and materials in April. Waiting for permits to finalize construction design details.
  - Converting 10 acres of agricultural land to mesic prairie. Seed has been ordered through Tippecanoe Water and Soil Conservation District. Seed mix will be installed in late May.
  - Begin permitting process with Tippecanoe County for construction of nursery—delay due to finalizing grading and stormwater details.
  - Fundraising for a maintenance facility on site. To learn more and to donate, visit: https://www.wlprfoundation.org/projects/municipal-nursery
- West Lafayette Tree Friends Update:
  - Friday, April 29th— Arbor Day Event was held at the WLCS Jr/Sr. High School—Placed environmental benefit tags on 45 trees, highlighting the importance of our urban forest.
  - WLTF and City staff have begun our spring pruning session, from April 29th through June 10th. Anyone is welcome! Friday's from 9-11am.
  - WLTF have reached their goal of $50,000 for the tree nursery potion of the municipal nursery project! Thanks to their hard work and the community for supporting this initiative.
  - The Parks Department and the WLTF developed a Street Tree Application, for residents to submit to select their new street tree. To see the application, visit the Community Forestry and Greenspace webpage here: https://www.westlafayette.in.gov/topic/index.php?topicid=53&structureid=16
  - Please help support the WLTF efforts by donating here: https://wltreefriends.org/donate/
  - WLTF meet on the second Tuesday of each month at noon. Everyone is welcome! Contact bpatz@westlafayette.in.gov or chair@wltreefriends.org for information.

CC: Greg Mitchell, Kevin Noe, Dan Dunten, John Muller, Bryce Patz

WEST LAFAYETTE parks and recreation

MEMO

TO: West Lafayette Parks and Recreation Board

FROM: Kathy Lozano – Parks Superintendent

DATE: Monday, June 27, 2022

SUBJECT: West Lafayette Parks and Recreation Department Report

Below is a summary of the progress Department staff has made during the months of May-June.

PARKS:

Shelters reservation season is very busy. Slots are filling up quickly. Looks as if 2022 will be a busy summer season.

PROGRAMS:

West Lafayette Public Library has moved back to their building opening the two dance studios for more classes. We are actively seeking instructors to teach dance, music, acting, etc. Please contact Brandy Payne to discuss class proposals 765-775-5110.

West Lafayette Parks and Recreation programs and activities to return – Ballroom Dance, Karate, Chair Yoga, Summer Art Camp and more! The programming for the community spaces at the Margerum City Hall is filling fast. Find the classes here: Catalog - City of West Lafayette Parks & Recreation (rec1.com)

Riverside Skating Center:

The Riverside Skating Center is hosting a number of activities this summer: Yoga is enjoying Tapawingo for the first time, Roller Derby will be using the rink to practice and Bike Polo will be there periodically through October.

It is so exciting to see this space used for something in the off season.

Lilly Nature Center/Celery Bog:

Lynn Layden -The Lilly Nature Center lost a long-time and dedicated friend this month. Lynn Layden was one of the first individuals to volunteer at the Center when it opened in 1999 and contributed over 1200 hours at the volunteer desk, plus hundreds of additional hours working on various nature projects, displays and programs. She not only volunteered at the Lilly Nature Center but was also a member of the Parks and Recreation Foundation Board and served in various capacities for the West Lafayette Tree Friends over the years. She will be greatly missed. Lynn was also very active in the community in numerous other ways.

Nature Camp – 50 youth, ages 6 – 12 have been involved with week-long camps at the Celery Bog Nature Area. The first week's theme was insects, followed by animals, then next week we will be studying plants. The remainder three weeks will center on soils and rocks, water, and birds.

Tree Planting – So far, we have planted 79 small trees in the woods at the Celery Bog Nature Area to eventually replace all the Ash trees that had to be cut down. We have 25 more to plant as soon as the weather cooperates with rain in the forecast.

Trail Mulching – We are averaging 35 – 40 "man-hours" per week of volunteers spreading wood chips on the 2.5 miles of paths at the Nature Area. The chips are donated by a local tree company.

Parents Night Out – The Nature Center hosted this event one Friday evening for about 25 youth so that parents could do whatever they wanted to do.

Mind BOGgling Family Nature Celebration - We hosted this event on a rainy and windy Saturday in May with the involvement of many volunteers and community groups. Despite the bad weather we still had over 200 people come to learn about nature.

New this summer is:

Nature Camps – First week of Nature Camp at the Lilly Nature Center has been a spectacular success. All six weeks of the camp at capacity enrollment with waiting list. Plans are already in the works to lengthen the season next year and perhaps run a winter camp as well.

Wellness Center:

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Many thanks to our current staff, as hopefully this labor shortage will get better as time moves forward.

STAFF HIGHLIGHT:

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MUNICIPAL POOL – The pool is open for the season. Attendance has been brisk due to the hot, hot weather. First session of swim lessons at the Municipal Pool sold out on the first day.

TOMMY JOHNSTON PARK: After a long delay, Tommy Johnston Park is open with a whole new look. Check out the new fitness equipment that was installed and stay tuned for some scheduled outdoor fitness classes there led by one of our fabulous Group exercise instructors from the Wellness Center. Check the website for more details.

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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:

- Mowing, mowing and more mowing! The grass is growing which requires attention every few days. Because of the hot dry weather, we were able to mow areas we had not been able to get to this spring.

- Some last-minute electrical work allowed us to prepare to get the lift at the new shop working.

- The Riverside Skating Center received a well-deserved deep cleaning just in time to host yoga, roller derby and bike polo!

- The AC went out at the Rink and we were able to have that repaired. Further repairs are in the works because only half the system is working.

- May was filter change month at all parks facilities. Condensers were also cleaned at Morris Schoolhouse, the LNC, the Skate Rink, Happy Hollow Shop.

- We received a new 48" stand-mower for the greenspace team.

- We repaired a broken hydraulic hose once again for the gator at the Nature Center.

- Our Certified Play Space Inspector repaired worn out chains and swing components at Tapawingo Park, Lincoln Park, and Paula Woods.

- We covered new graffiti with paint under the pedestrian bridge.
- We exchanged the drinking fountain at the LNC with a fountain that contains a dog bowl fountain.
- We repaired the erosion issues at the new shop with soil, grass seed and straw.
- We removed a homeless camp near the Wabash Heritage Trail with cooperation from the Street Dept, the WLPD and Valley Oaks.
- We continue to clean up the riverfront area at Tapawingo Park to increase lines of site and aesthetics. This involves the cutting of brush, picking up logs, branches, and mowing.
- We removed shrubs at the Riverside Skating Center to deter people hiding and lighting camp fires next to the building.
- We staked the corners for the Cumberland Dog Park and have met with one company for installation. We will meet with two more this week.

COMMUNITY FORESTRY AND GREENSPACE:

- 19 trees were inspected in the month of June
  - **12** trees submitted for removal
  - **2** tree scheduled for deadwood removal
  - Total trees removed in the 2022: **19**
  - Community Forestry Intern has been working on clearance street tree pruning, focusing on signage and roadway clearance. CFI also has pulled over 200 tree stakes at the Wellness Center in June.
  - Inventory can be viewed here: https://pg-cloud.com/WestLafayetteIN/
- Horticulture Technicians Updates:
  - Mowing has primarily slowed down.
  - Focus has been cleaning up landscape beds on Cumberland Ave, City Hall, Tapawingo Park fountain, Wellness Center, and Northwestern Avenue.
  - Poison hemlock and Canadian thistle has been the primary invasive focus in June, treating large patches along Northwestern overpass, Cumberland Avenue, and Tapawingo Park fountain area.
  - Team has been maintaining flower containers at Tapawingo Park and River Road.

  - Team will begin designing process for landscape beds on Cumberland Ave, Wellness Center, and City Hall in July.
- West Lafayette Tree Friends Update:
  - Tree Friends have reached their goal of raising $50,000 to support the Municipal Tree Nursery! Thanks to West Lafayette Tree Friends for their support!
  - Please help support the WLTF efforts by donating here: https://wltreefriends.org/donate/
  - WLTF meet on the second Tuesday of each month at noon. Everyone is welcome! Contact bpatz@westlafayette.in.gov or chair@wltreefriends.org for information.

CC: Greg Mitchell, Kevin Noe, Dan Dunten, John Muller, Bryce Patz

Job title	*Custodian (Margerum City Hall) (Regular PT)*
Reports to	*Parks Superintendent*

Job purpose

Under the general direction of the Parks Superintendent, the Custodian position keeps the Margerum City Hall (common areas, restrooms, offices, program areas, and equipment) in a clean and orderly condition.

Duties and responsibilities

- Cleans facility floors using a broom, mop, scrubber, and/or vacuum.
- Gathers and empties trash and recycling.
- Services, cleans, and supplies restrooms.
- Cleans windows and mirrors.
- Dusts furniture, walls, machines, and equipment.
- Requisitions supplies and equipment needed for cleaning duties.
- Maintains cleaning chart indicating areas that were cleaned and inspected.
- Organizes janitorial storage areas.
- Handles emergency cleaning and upkeep requests.
- Notifies Parks Superintendent about unsafe conditions or concerns that may require maintenance or repair.
- Performs other duties as assigned or required.

Qualifications

- Minimum of high school diploma or equivalent preferred but is not required.
- Minimum of one (1) year of janitorial, custodial, or housekeeping experience.
- Strong attention to detail and a good work ethic.
- Willing and able to take on routine and non-routine cleaning and special projects.
- Willingness to work early morning or late-night shifts.
- Ability to work under minimal supervision.

Work Schedule

This is a regular, part-time position. Work hours will be based on incumbent's availability and will take place before, during, or after City Hall facility hours to best serve the needs of the facility and the community. Typical schedule will be Monday – Friday, 3:00 PM – 8:00 PM. Early morning, late evening, and/or weekend availability may be required.

Working conditions

Work is performed within the Margerum City Hall. Some exposure to chemicals, dust, and noise. Employee will be exposed to fumes, airborne particles, toxic chemicals, and plumbing/electrical connections, as well as body fluids and blood-borne pathogens.

Physical requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk and hear. This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling, and climbing all day. The employee must frequently lift and/or move items over twenty-five (25) pounds.

Direct reports

None.

Approved by:	*Monica Wontor, HR Manager*
Date approved:	*02/24/2021*
Reviewed:	*02/19/2021; 02/24/2021*

June 20, 2022

MEMO

To: West Lafayette Parks and Recreation Board
From: Kathryn Lozano, Superintendent
Re: New employee Rachael Henderson

The Parks & Recreations Department is requesting your approval for the retroactive hiring of Rachael Henderson as Margerum City Hall Custodian, effective June 13, 2022. Rachael will be a part-time, regular employee paid at an hourly rate of $15.50/hour from the Parks & Recreations Department payroll account and will be entitled to all City benefits assigned.

Your approval to hire Rachael Henderson is greatly appreciated.

Thank you,

Kathryn Lozano
Superintendent, Parks and Recreation

Cc: Nicole Stocks, Payroll
Diane Foster, HR Director
Monica Wontor, HR
Manager Personnel File
Cheryl Kolb, P & R Admin.

Job Title	*Urban Landscape Steward/Horticulturist Intern*
Reports To	*Community Forestry & Greenspace Manager*

Job Purpose

The Urban Landscape Stewardship program aims to further develop our public greenspaces. The City is seeking two (2) individuals currently enrolled in a college curriculum focused on Horticulture, Landscape Architecture, Parks and Recreation, Land Conservation, or other related fields to design, curate, implement, and maintain public greenspaces in West Lafayette. The Urban Landscape Stewards will focus on, but not be restricted to, urban areas and public medians within West Lafayette city limits.

Duties and Responsibilities

- Assists and supports the Community Forestry & Greenspace staff with planning, implementing, and maintenance of landscapes, primarily in the public right of way.
- Works with regular and seasonal staff to complete assignments and projects assigned by the Community Forestry & Greenspace Manager.
- Performs landscape maintenance to include planting, pruning, weeding, mulching, watering, and propagating, as well as other horticultural practices.
- Completes one capstone project of designing, procuring plant material, installation, and development of a maintenance schedule for future Stewards to follow.
- Operates City vehicles and other power equipment (e.g., trucks, gator, weed trimmer, and leaf blowers).
- Performs other duties, as assigned.

Qualifications

- Current student in Horticulture, Landscape Architecture, Parks and Recreation, Land Conservation, or another closely-related field.
- Valid driver's license.
- Tree and plant identification.
- Basic horticultural skills.
- Excellent communication skills and ability to use Microsoft Office.

Work Schedule

The ideal candidate will be available for thirty-seven and one-half (37.5) hours each week, May 2022 through August 2022 with the ability to work ten (10) hours during the school year (fall), if available. May work weekends, as needed.

Pay rate is $15.00/hour.

For questions, please contact Bryce Patz, Community Forestry & Greenspace Manager, at bpatz@westlafayette.in.gov or (765) 775-5170.

Working Conditions

Incumbent will spend majority of the time outdoors in the community. Exposure to all weather conditions and dust is possible. A City vehicle will be provided for field work. At the end of the season, interns will have a full understanding of managing public greenspaces.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Employee must be comfortable driving a City vehicle. Ability to lift thirty (30) pounds and bend, stand, and crouch throughout the day. While performing the duties of this job, the employee is regularly required to talk and hear. The incumbent may be required to climb, stoop, kneel, crawl, and walk.

Approved by:	*Monica Wontor, HR Manager*
Date approved:	*01/06/2022*
Reviewed:	*01/15/2020; 02/09/2021; 02/23/2021; 01/06/2022*

WEST LAFAYETTE parks and recreation

MEMO

TO: Board of Parks and Recreation

FROM: Bryce Patz – Community Forestry and Greenspace Manager

DATE: Monday, June 27, 2022

SUBJECT: New Hire – Urban Landscape Steward – Luke Russo

The Parks and Recreation Department is requesting the approval of the Board of Public Works, on behalf of the West Lafayette Parks and Recreation Board, to hire Luke Russo as Urban Landscape Steward/Horticulturist Intern, at at rate of $15.00 per house, beginning Tuesday, June 21, 2022.

This internship focuses on curating and maintaining landscapes in West Lafayette's public right of way and urban core. This position is full-time seasonal, from May through August, with the option to continue through October, scheduling permitting.

Thank you for your consideration.

CC: Nichole Stocks, Payroll
Diane Foster, HR Director
Monica Wontor, HR
Manager Personnel File

From: Karen Springer
To: Bryce Patz
Subject: Re: Second Urban Landscape Steward - Luke Russo
Date: Thursday, June 9, 2022 5:55:52 PM
Attachments: facebookgold_07dda654-2cb0-4578-a5e9-c1f3579ff1f3.png
WLaf_Logo_Horz_Opt2_Tagline_339bfb36-7286-4382-911b-972c8fb653a6.png
Twittergold_8d7aace0-cbf4-423d-b7b8-3937d8ef71be.png
goldyoutube_a3ba4736-6fe0-46ec-b7ab-a324058804a8.png

External

Hi Bryce,
I approve of this hire and do not have any concerns.
Karen

On Thu, Jun 9, 2022 at 4:43 PM Bryce Patz <bpatz@westlafayette.in.gov> wrote:

> Good afternoon Karen,
>
> We have a second candidate for the Urban Landscape Steward, Luke Russo, who we have interviewed and selected to help out the Hort Techs through October. We were hoping to have permission for his first day to start Tuesday, June 21, with a retroactive approval by the Parks Board on June 27th. Do you see any concerns on this? We do have this internship budgeted from seasonal staff through October.
>
> Thank you for your consideration!
>
> Bryce
>
> **Bryce Patz**
> *Community Forestry and Greenspace Manager*
>
> Margerum City Hall
> 222 N Chauncey Ave
> West Lafayette, IN 47906
> 765-775-5170
> TTY 711
> ISA Certified Arborist
>
> https://www.westlafayette.in.gov/



--
Karen Springer

DRAFT

WEST LAFAYETTE
parks and recreation

PARKS MASTER PLAN UPDATE
2022 - 2027

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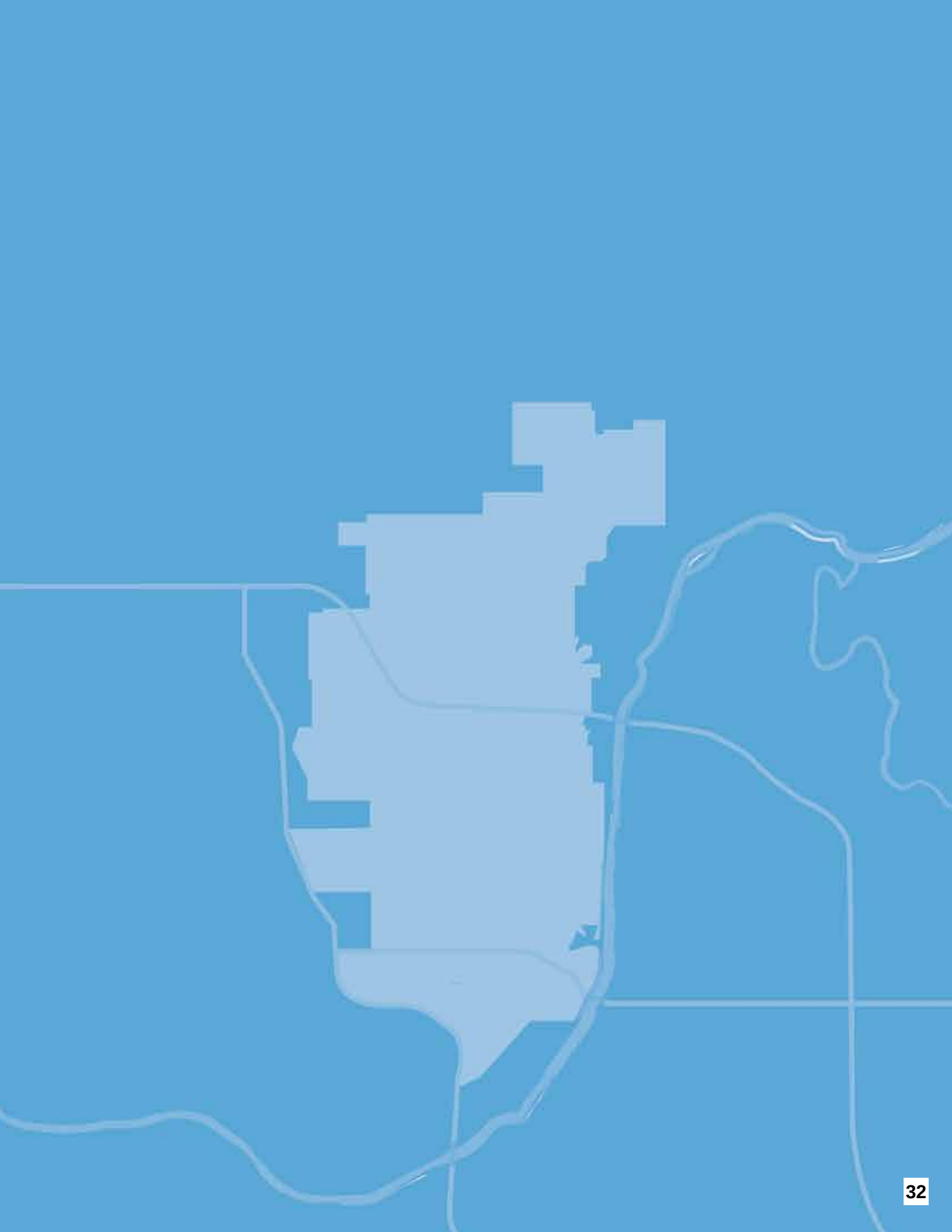
ACKNOWLEDGEMENTS

City of West Lafayette City Council
Peter Bunder, President
Gerald Thomas, Vice President
Nick DeBoer
Shannon Kang
Larry Leverenz
Kathy Parker
Jeff Brown
James Blanco
David Sanders

City of West Lafayette Park & Recreation Board
Karen Springer, President
David Purpura, Vice President
Paul Siciliano, Secretary
Kitti Carriker
David Kucik

Department of Parks & Recreation Department
Kathy Lozano, Parks Superintendent
Greg Mitchell, Assistant Superintendent
Bryce Patz, Community Forestery and Greenspace Manager

West Lafayette Parks & Recreation Foundation
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Clay Koehler, Vice President
Chris Bradford, Treasurer
Dr. Martin Jischke
Dr. Chris Ladisch
Joan Low
Dustin Smith
Dr. Tom Turpin
James Whelan
Kathy Lozano, Executive Director



1

Introduction

WEST LAFAYETTE
parks and recreation



1 Introduction

OVERVIEW AND PURPOSE

The City of West Lafayette is loved by its residents for all of the opportunities and assets offered by the city. Its dynamic arts, culture, and recreation amenities attract new people and businesses to the city while supporting a growing community. The parks and recreation network is consistently identified as a source of pride for those living in the city.

As the City of West Lafayette continues to grow its public spaces will continue to play an important role in how the city transforms to maintain and attract residents and businesses to the community. Society expects public spaces to provide a variety of uses and to be accessible by all. Communities want cities to preserve natural environments while also providing space for active recreation and socialization. This can be challenging for parks and recreation departments who all face distinct economic fiscal responsibility and budget shortfalls.

The Parks & Recreation Department has demonstrated its commitment to meeting the needs of the community in a fiscally responsible manner. The future of the department continues to be bright with energy and enthusiasm echoed throughout the staff and community. The Parks and Recreation Department will continue to develop amenities that connect the community to nature and each other.

PARKS & RECREATION MASTER PLAN

The City of West Lafayette Parks and Recreation Department undertook this master planning process in order to update the previous five-year master plan. The plan is needed to ensure that the department remains relevant while also meeting update requirements of the Indiana Department of Natural Resources (INDNR). The plan was prepared to ensure that the Parks & Recreation Department continues its work prioritizing community park and recreational needs; responsibly maintaining and enhancing the natural and man-made recreational resources of the city; assuring that the greatest benefit is achieved from each dollar spent; and exploring multiple funding opportunities. This update will help the department establish the current baseline, their future desired state, and create a structure to achieve goals, and monitor accomplishments. This plan will seek to improve the parks and recreational facilities in the city as well as connections to the neighborhoods and communities which make up the West Lafayette community.

The proposed recommendations serve as a guide for the development of recreational resources and amenities for the next five years and will prioritize improvements to the park facilities and recreation programs that will most benefit the City of West Lafayette.

Specifically, this five-year master planning process is intended to do the following:

- Gather feedback from a diverse group of stakeholders, residents, and park users to determine strengths, opportunities, weaknesses, and threats
- Set achievable goals and objectives that reflect current issues, challenges, and opportunities as they relate to the current park system
- Inventory and evaluate the physical condition of existing parks and amenities
- Inventory and evaluate existing parks and recreation programming
- Provide a guide for the development of park and recreation amenities and programs that reflects the interests and needs of the community
- Expand opportunities to obtain funding for park system projects and programming

GOALS AND OBJECTIVES OF THE MASTER PLAN

The primary objectives of this plan are as follows:

- Serve as a planning document to guide the operation of West Lafayette's parks system
- Provide the foundation to make accurate budget decisions
- Serve as a supporting document to secure funding for proposed projects
- Fulfill requirements for grant applications through various State and Federal programs
- Identify opportunities to add or expand parks and recreation programs and amenities
- Elicit the input and support of the citizens of West Lafayette

The Parks and Recreation Master Plan's recommendations will focus on facility improvements with updated recommendations for the following items:

- Improve overall system connections to neighborhoods and between parks.
- Prioritize facility improvements which meet a need not currently met within the parks system.
- Identify opportunities to acquire land to continue growth of the parks and recreation system in areas of current and future growth of the city.
- Integration of bicycle and pedestrian facilities within the parks system and identification of these facilities as an additional recreational component to the network.
- Upgraded park facilities to comply with current ADA requirements.
- Enhance community interactions with the natural and cultural environment of the city.
- Priorities will be centered around planning for the next five to ten years but the master plan recommendations will include goals and strategies to meet community needs for well beyond five years.

HOW TO USE THE PLAN

The master plan update should be used as a guiding document for the future of the parks and recreation system. The recommendations of the plan are outlined in the implementation chapter. The priority action plan matrix includes recommendations for funding sources and timelines for improvements. As with all planning documents, this master plan should be reviewed by staff on an annual basis to identify shifts in public needs and changes in funding sources. The plan should be viewed as a flexible document that can respond to opportunities as they arise including new funding sources financial and land donations , and private/public partnerships.

PLANNING AREA OVERVIEW

HISTORY OF WEST LAFAYETTE

The City of West Lafayette, originally known as Chauncey, was first formed when the three adjacent towns of Chauncey, Oakwood, and Kingston merged in 1866. It remained a small suburban town until Purdue University was established in 1869. The growth of the university accelerated the growth of the small town. After an unsuccessful attempt to become annexed by the adjacent City of Lafayette, to help fund major infrastructure improvements to support the quickly expanding Purdue University, the name of the Town of Chauncey officially changed its name to West Lafayette in 1888. West Lafayette lagged behind its sister city across the Wabash River, but as Purdue University grew West Lafayette evolved into a well-developed city by 1940. Today Purdue University employs 15,708 people with enrollment of 45,869 students and the City has a total population of 45,595. Combined this creates a community of over 100,000 people who utilize the West Lafayette Parks and Recreation network.



PLANNING AREA DESCRIPTION

The City of West Lafayette is located in central Tippecanoe County in the west central part of Indiana along the western banks of the Wabash River. Most of the City lies within Wabash Township with a small portion of the city on the northeast side, extending into Tippecanoe Township. The city of West Lafayette is approximately 65 miles northwest of Indianapolis, Indiana.

The geographic study area for this parks and recreation master planning process includes the corporate limits of the city whose total land area is approximately 7.6 square miles with a population of 45,595 according to the 2020 U.S. Census. The City is also home to Purdue University, one of Indiana's oldest land grant universities established in 1869. The limits of the planning area are illustrated in Figure 1.

Although the focus of this planning effort is on the jurisdictional boundaries of the Parks and Recreation Department, the master plan process includes consideration of existing plans and studies being done in cooperation with Tippecanoe County including the Park and Open Space Plan which is being prepared with the Tippecanoe County Area Plan Commission. The Park and Open Space Plan will update their current plan from 1981 which is a part of the Comprehensive Plan for Tippecanoe County.

Other regional planning efforts include partnerships with the Wabash River Enhancement Corporation and The Tippecanoe County Parks and Recreation Department. In addition, the community survey included responses from users who lived outside of the West Lafayette corporate boundaries.

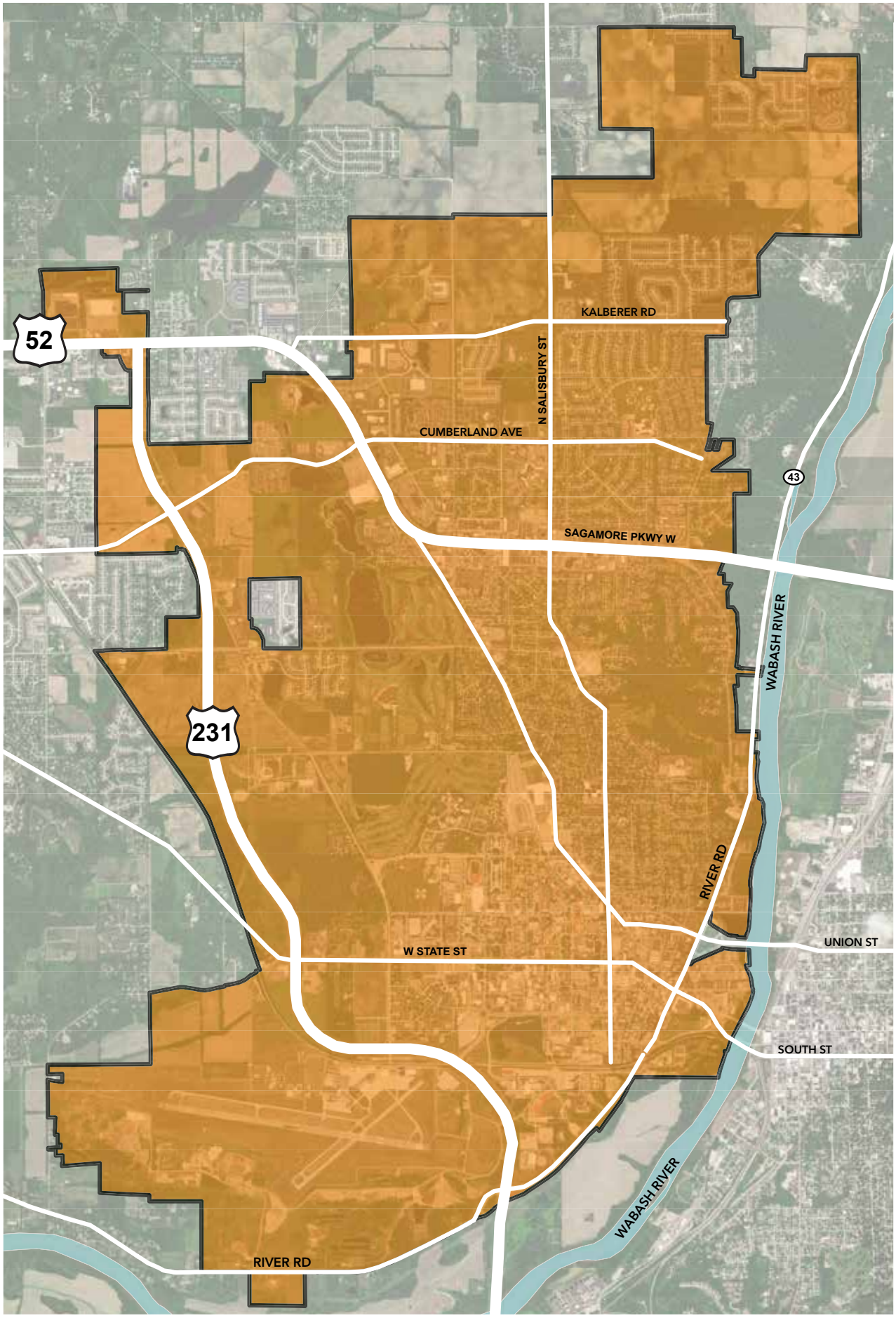


Figure 1: West Lafayette Corporate Boundary

NATURAL RESOURCES AND TOPOGRAPHY

TOPOGRAPHY

Tippecanoe County is located within the Tipton Till Plain physiographic region, which is part of the Central Lowland Province (Soil Survey of Tippecanoe County, Indiana 1959). The Till Plains run through the center of Indiana. The fertile Till Plains in Indian are a part of the great Midwestern Corn Belt. The rich, fertile soils support many crops including soy beans and wheat. Woodlands and forests are also widespread throughout the area. The landscape of the Till Plains is characterized by low hills and valleys.

The City of West Lafayette is located on the western banks of the Wabash River. Elevations range from around 500 feet near the river to more than 720 feet near the northern limits of the city. Most of the city is located on fairly flat uplands till plain but where the eastern edge of the city borders the Wabash River there is a dramatic change in elevation as you approach the river. The rolling terrain provides a variety of experiences and opportunities. Although the terrain is an asset to the community it can create challenges for the Parks and Recreation Department to maintain. In addition, it can be challenging to balance the need for access to these areas for visitors with the need to lessen the environmental impact on these areas.

SOILS

The dominant soil types found within the city are primarily variations of silt loam. A common silt loam for the area is the Urban Land-Miami Complex, which can be characterized as moderately well drained soils with slow permeability and a relatively high water table (Marion County Soil and Water Conservation District, 2005). Silt loams in general are characterized as having smaller particle sizes and slower permeability rate than sands but larger particle sizes and faster permeability rate than clay (NC State University). When considering sport fields and building sites, silt loam's moderately slow permeability rate could provide drainage challenges, however, should still perform better than most clay type soils.

Some of the richest soil in West Lafayette may be found in the 968-acre Cuppy-McClure watershed that flows into Hadley Lake in the northwestern part of the city. The Cuppy-McClure watershed includes Celery Bog, an approximately 100-acre marsh that is the city's most diverse natural feature (City of West Lafayette, 2010).

Additional, more detailed information regarding the various soil types in the city may be found by utilizing the United States Department of Agriculture's "web soil survey" tool online at: https://websoilsurvey. sc.egov.usda.gov/App/WebSoilSurvey.aspx.

VEGETATIVE RESOURCES

Forests and prairies were the predominant landscape systems in the Wabash River watershed prior to European settlement. Most of the study area was prairie land. The exception is the northwestern part of the study area, which was primarily forested. Over time, agriculture and development have removed most of the natural communities. Happy Hollow and Mascouten Parks are remnants of these forests that were preserved because of their difficult topography.

The city has several unique natural woodland areas located throughout the city that allow residents to view and experience various wildlife habitats and ecosystems. Many of these woodland areas also contain both hard and/or soft-surface trail networks. Happy Hollow Park and the Michaud-Sinninger Woods Nature Preserve (located in Cumberland Park), are two of the most densely wooded park areas in the system, and contain a wide array of native plant species. The Celery Bog Nature Area offers approximately 195 acres of wetland habitats, including Scifres-Maier Woods Nature Preserve. The low lying areas along the banks of the Wabash River at Mascouten Park and Tapawingo Park both provide additional woodland and wetland habitat.

The Parks and Recreation Department recognizes that changes in temperatures during summer months are having an impact on park use and on the viability of natural areas within the parks network. The Department has identified parks which are lacking in shade and have been developing plans to incorporate more shade trees and native plantings into parks which have traditionally been mowed

lawn areas. One such area includes Cumberland Park. The expansion of the park to include the new Wellness Center has brought new uses to the portion of the park that was primarily used by maintenance staff. Improvements incorporated with the Wellness Center included tree plantings within the parking lot and native plantings in the bio-basins. However, there is still a need in the large lawn areas to incorporate shade trees and native plantings to reduce stormwater runoff.

The Parks and Recreation Department has added the Urban Forestry Division into the department to proactively address urban canopy within the city. This division is currently working on an Urban Forestry Plan. The Department has worked with IDNR Division of Forestry's Community and Urban Forestry (CUF) program. The Department utilized CUG grants in 2012, 2016, and 2020.

In addition to the City's facilities, Purdue University's entire campus is managed as an arboretum; a living laboratory with hundreds of identified tree and woody plant species spread across the campus. The 24-acre Horticulture Park – one of the densest collections of woody plant material on campus - is home to over 300 different types of trees and plants (The Purdue Arboretum, n.d.). Regardless of ownership, all of these areas provide excellent educational and passive recreational opportunities such as walking/hiking, biking, birding, geo-tagging, adventure play, plant identification, and fishing to name only a few.

The Parks and Recreation Department is active in identifying invasive plants within the parks system and developing maintenance plans to help combat the problem. Regular maintenance operations for maintenance staff includes removal of invasives from parks. The Parks and Recreation Department is also on the steering committee for the Tippecanoe County Invasive Cooperative Taskforce (TITC).

WATER RESOURCES

The Wabash River is one of the defining topographic features of the city. A recreation and scenic asset that provides many recreational opportunities to the community, this waterway also presents a regular flooding threat to the city's infrastructure and several of the parks. Various portions of West Lafayette lie within the Wabash River, Burnett Creek, and Indian Creek watersheds. The majority of the city sits above the floodplain of the Wabash River, with River Road serving as a delineator between the city and the floodplain areas. The eastern edge of the city, between River Road and the Wabash River to the east is prone to significant flooding. Both Tapawingo Park and Mascouten Park fall within this zone. When updated, the design of these parks should anticipate, and mitigate, the impacts of regular flooding.

Several of the Department's parks are either home to, or adjacent to, significant water resources. An example being Happy Hollow Park, which lies within a major lateral ravine that drains into the Wabash River. This condition creates maintenance challenges for the park and the trails weaving throughout the park

Through extensive work on behalf of the city and the community at large, the wetland basin hydrology of the Celery Bog Nature Area was essentially restored to "pre-settlement" conditions in 2004. The 100-acre marsh, located near the center of a 900-acre drainage basin, is controlled by an outlet drainage tile and the Cuppy-McClure Ditch leading to Hadley Lake. Water-based recreational facilities or programs are currently not programmed on the Celery Bog wetland water body.

For water-based recreation opportunities, residents have direct access to the Wabash River via the boat ramps at Mascouten Park and the Purdue Boathouse just north of Tapawingo Park, the City's only fully developed riverfront park. Tapawingo Park provides visitors with access to over 2,000 feet of shoreline, as well as a public boat launch and storage facilities. This park also serves as the "home" for Purdue University's rowing teams, with both practice and competition activities taking place on the river.



Wabash River at Tapawingo Park

CLIMATE

The climate in West Lafayette is characterized by hot, humid summers and cold winters. The summers are long enough and warm enough to enjoy plenty of water play and summer sports. Spring and fall are mild enough to extend the play season for a few months on either side of summer. The warm season is typically around five months long, from May to September, with an average daily high temperature above 75°F. The hottest month of the year is July, with an average high of 86°F and low of 63°F.

West Lafayette averages 38 inches of rain and 19 inches of snow, per year. Winters can be the most problematic, in terms of outdoor play because of cold temperatures. The area does not receive enough snowfall to ensure availability of outdoor winter sports like cross-country skiing and sledding. The cold season is typically around four months long, from December to March, with an average daily high temperature below 44°F. The coldest month of the year is January, with an average low of 16.9°F and high of 35°F.

Changes in climate have required the Department to adjust both their planning efforts but also maintenance efforts and schedules over the past five years. Additional focus is being placed on creating new canopy, replacing lost tree canopy and reducing stormwater runoff from parks properties. Happy Hollow Park has always required special measures to address erosion but increased storms have escalated erosion problems which will require more expensive solutions to correct and prevent future erosion within the park.

HISTORICAL, CULTURAL, AND TRANSPORTATION ASSETS

INDUSTRIES AND EMPLOYERS

West Lafayette is home to Purdue University; the largest employer in Tippecanoe County with over 15,000 employees. Purdue Research Park, the largest university-affiliated research park in the country, is also found within the city limits (Purdue Research Foundation, n.d.). The Purdue Research Park is home to many different companies centered around innovation and technology, who together help attract an innovative job pool for West Lafayette. Beyond the University, there are several large corporations located in the greater Lafayette/ West Lafayette region who offer many employment opportunities to West Lafayette residents.

A few of West Lafayette's biggest employers include:

- Purdue University
- Wabash National Corp
- ARCONIC
- Caterpillar
- Greater Lafayette Health Services
- Subaru of Indiana Automotive
- Caterpillar Inc
- Tippecanoe School Corporation
- Evonik - Tippecanoe Laboratories
- Lafayette School Corp
- ALCOA
- Fairfield Manufacturing
- City of Lafayette
- Tippecanoe County Government

LANDMARKS, HISTORIC BUILDINGS, AND MUSEUMS

In addition to the historic assets and cultural significance of Purdue University, West Lafayette's historic fabric includes several large historic districts of national significance including the Chauncey–Stadium Avenues Historic District, and the Hills and Dales Historic District.

West Lafayette is home to several remarkable districts of local historic significance and sites that are on or eligible for the National Register of Historic Places. These sites include the following:

The Samara House (also known as the John E. Christian House), located at 1301 Woodland Avenue is a private home designed by American architect Frank Lloyd Wright. Samara was built for John and Catherine Christian in 1955-56 and is still occupied by the original owner. Dr. Christian has spent the past fifty years completing Mr. Wright's vision for the home, continuing to commission Wright designed pieces over the years.

West Lafayette is also home to the Purdue State Bank Building that was designed by American architect Louis Sullivan. Construction of the Purdue State Bank Building was completed in 1914. The small building is a trapezoidal shaped structure and currently houses a branch of Chase Bank.

Other notable historic buildings in West Lafayette include:

- Miller Building, 200 South Street (Built in 1896)
- Eclectic Hair Salon, 115 N. Chauncey Avenue (Built in 1898)
- West Lafayette Fire Station #1, 300 North Street (Built in 1917)
- Harry's Chocolate Shop, 329 W. State Street (Built in 1919)
- Varsity Apartments, 101 Andrew Place (Built in 1928)
- Morton School, 222 N. Chauncey Avenue (Built in 1929)
- Triple XXX Family Restaurant, 2 N. Salisbury Street (Built in 1929)



Feast of the Hunters Moon at Fort Ouiatenon

Although not located within the city limits, Fort Ouiatenon attracts visitors to West Lafayette. The original fort was built in 1717 and burned in 1791 by American militia during the Northwest Indian War. The site was rediscovered in the 1960's and listed on the National Register of Historical Places in 1970. It is now designated as a National Historic Landmark. During September and October the Feast of the Hunters' Moon is held at a replica of the fort built a short distance from the original site, attracting visitors from across the country. Although canceled in 2020 due to the COVID-19 pandemic, the event resumed in 2021.

FESTIVALS AND EVENTS

Below is a list of festivals and events held within West Lafayette. While they are not all sponsored by the city itself, a number of community organizations contribute to their planning and success. Festivals and events include:

- Art On The Wabash (September)
- Global Fest (September)
- Feast of the Hunters' Moon (Sept. -October)
- Starry Night Festival (September)
- Purdue Homecoming (October)
- Wabash Riverfest (July)
- Purdue Spring Fest (April)
- Purdue Grand Prix (April)
- Beers Across the Wabash (August)
- Purdue Christmas Show (December)

PUBLIC LIBRARY

The West Lafayette Public Library is a full-service public library serving the residents of West Lafayette, Indiana since 1921. The Library is located on the corner of Chauncey and Columbia Street in Chauncey Village in downtown West Lafayette. The Library is working with West Lafayette Parks and Recreation Department and with local neighborhood representatives to expand the Library's Little Free Library network. The West Lafayette Library currently stewards Little Free Libraries at Lincoln and Lommel Parks.

TRANSPORTATION INFRASTRUCTURE

Road Network

West Lafayette is served by a well-developed network of interstates, highways, and local streets. West Lafayette is located approximately 3 miles west of Interstate 65 which connects the city with Chicago 113 miles to the north, and Indianapolis 65 miles to the south. U.S. Highway 52 serves as the primary east-west connection running east to Interstate 65 and west to Illinois. U.S. Highway 231 is located on the west side of the city and provides a strong north-south connection. U.S. Highway 231 connects the city to the south to Interstate 74 and north of the city to U.S. Highway 52. A network of state highways and local city streets provide easy access to these major thoroughfares as well as to all of the City's neighborhoods, businesses, parks, and cultural and historic amenities.

Trails Network

The City of West Lafayette began developing their trail network in the early 1990's. The trail network in West Lafayette includes a wide variety of trail types including paved multi-use, woodland, riverfront, boardwalks, sidewalks, and greenways. Significant amounts of the city are connected by the trail network providing connections between neighborhoods and to parks and other city amenities. The West Lafayette trail network has over 39 miles of paved trails and over 3 miles of rustic footpath trails.

Paved Trails within the network include:

- Cattail Trail
- Northwest Greenway Trail
- Wabash Heritage Trail
- Village Fitness Trail
- Nighthawk Trail
- Westway Trail

Rustic Footpaths include:

- Celery Bog Footpath
- Hollowood Footpath
- Michaud-Sinninger Woods Footpath
- Northwest Greenway Footpath
- Ravine Footpath

The John T. Meyers Pedestrian Bridge connects West Lafayette with Lafayette for pedestrians and cyclists. In addition, the bridge is used to hold festivals and events for both cities. The pedestrian bridge is an important connection for both cities providing a vehicle-free connection for residents.

EDUCATION

It is important to understand the makeup of education facilities in the community for what they offer in terms of recreational facilities but also because of their connections to neighborhoods. Many times, the trail network that is created for the parks network is utilized by the schools for kids commuting to and from school and for various school activities including educational and athletic programs.

Schools within West Lafayette are operated by two school corporations, West Lafayette Community School Corporation and Tippecanoe County Schools. The West Lafayette Community School Corporation operates three public schools in West Lafayette and Tippecanoe County Schools operates 5 schools in the city. The schools are spread throughout the community with several accessible by bicycle from adjacent neighborhoods.

West Lafayette Community School Corporation

- West Lafayette Jr./Sr. High School
- West Lafayette Intermediate School
- West Lafayette Elementary School

Tippecanoe County Schools

- Harrison High School
- Klondike Middle School
- Battleground Middle School
- Klondike Elementary
- Burnett Creek Elementary School

Schools offer a variety of activities and amenities. While many of the school's facilities may not be open to the public during normal school hours, the playgrounds and outdoor amenities do receive regular use by the general public when school is not in session. A few of the amenities that complement the West Lafayette Parks and Recreation facilities include:

- Baseball/Softball
- Basketball
- Cross Country, Track and Field
- Football
- Golf
- Gymnastics
- Lacrosse
- Rugby
- Soccer
- Swimming and Diving
- Tennis
- Volleyball
- Track and Field
- Wrestling
- Playgrounds
- Variety of After-School Activities

HIGHER EDUCATION

West Lafayette is also home to Purdue University, a public land-grant research university whose annual enrollment of undergraduate student in 2021 was more than 45,000. Although not located in West Lafayette, Ivy Tech State College and St. Elizabeth School of Nursing, both located in Lafayette, often have students that reside in West Lafayette and commute between Purdue University and the campuses in Lafayette.



Purdue University

CITY STRUCTURE

MAYOR'S OFFICE, CITY COUNCIL AND BOARDS/ COMMISSIONS

West Lafayette city government is divided between the Mayor and the City Council. The City Council holds the city's legislative authority and makes the laws through ordinances, orders, resolutions, and motions. The City Council has final authority over the city's property, finances,and appropriation of monies. Most of the council powers are outlined in Title 36 of the Indiana Code.

The West Lafayette City Council is comprised of nine elected council members. The city is divided into six districts with one council member elected from each district and three council members elected "at large." Council members are part-time elected officials who serve 4-year terms and may run for re-election as often as they wish. Each year, the City Council elects a council president who presides over the meetings.

The council has seven committees with two to four members on each. These committees are: Street and Sanitation, Wastewater Treatment, and Engineering; Public Safety and Ordinance; Purdue Relations; Parks and Recreation; Economic Development; Personnel; and Budget and Finance. These standing committees have only legislative functions, including recommending legislation for consideration of the City Council. The committees may hold hearings that pertain to possible future legislation and act as a liaison between the legislative and executive branch of city government. (See W.L. Code 1960 2-2; Ord No. 41-80, Ord No. 4-84, Ord No. 11-88). The council also has two representatives to the Area Plan Commission, which serves as the County's metropolitan planning organization.

All council meetings are public meetings that must be announced at least 48 hours in advance unless an emergency exists. A special meeting may be called if the Mayor or a majority of the elected members of the City Council see need (westlafayette.in.gov, accessed December 17, 2021).

CITY COUNCIL MEMBERS

District 1 - Nick DeBoer

District 2 - Peter Bunder (President)

District 3 - Shannon Kang

District 4 - Larry Leverenz

District 5 - Kathy Parker

District 6 - Jeff Brown

At Large - James Blanco

At Large - David Sanders

At Large - Gerald Thomas (Vice President)

PARKS AND RECREATION DEPARTMENT

MISSION STATEMENT

The mission of West Lafayette Parks and Recreation Department is to enhance the quality of life in the city by connecting its citizens to the best possible parks, recreational facilities, and programs.

STAFFING

The Parks and Recreation Department has 27 full-time and more than 75 seasonal and part-time employees. The Department is responsible for managing 464 acres of recreational areas, picnic grounds, nature trails, and accessible playgrounds. The staff organize a wide range of community events, activities, and classes year-round.

Kathy Lozano serves as the Superintendent for the City of West Lafayette Parks & Recreation Department.

West Lafayette Parks and Recreation Board 222 N Chauncey Avenue West Lafayette, Indiana 47906		
Member	**Position**	**Term Expiration**
Karen Springer 110 Leslie Avenue West Lafayette, IN 47906	President	2023
David Purpura 714 Pike Street West Lafayette, IN 47906	Vice President	2024
Paul Siciliano 710 Northbridge Drive West Lafayette, IN 47906	Secretary	2022
Kitti Carriker 443 Robinson Street West Lafayette, IN 47906	Member	2025
David Kucik 807 Elmwood Drive West Lafayette, IN 47906	Member	2026

Figure 2 - West Lafayette Parks and Recreation Board

BUDGET OVERVIEW

Over the past five years, the City of West Lafayette Parks & Recreation Department's operating costs have been distributed among four (4) different municipal budgets: the Parks & Recreation Fund, the Cumulative Capital Development (CCD) Funds, Parks NRO Fund,and the WC Fund. Together, these budgets cumulatively represent a 2021 operating budget for the Department of $1,887,888 not including the WC fund which is used exclusively for the Wellness Center operations.

The Parks and Recreation Fund represents the second largest revenue source for the department at $1,355,508 for 2021. This funding source is generated mostly from property taxes and provides for general operating funds. Funding from this budget has gradually increased each year over the past five years.

The CCD Funds also draw from property taxes, however go towards maintenance and project-specific funds. In 2021, the CCD budget was $142,500.

The WC (Wellness Center) Fund is an enterprise fund and is supported by membership and programming fees. The WC Fund provides funds for operating the Wellness Center. In 2021 $1,478,547 was available for these operations.

The NRO Fund provides a revenue source for all lessons and classes. Funding in this category has increased since 2016, The NRO fund was $389,880 in 2021.

SCHOOL CORPORATION USE AGREEMENT

The West Lafayette Parks and Recreation Department and the West Lafayette School Corporation have a Maintenance of Use Agreement (MOU). The Municipal Pool, which is operated by the Parks and Recreation Department, is located on property owned by the West Lafayette School Corporation. The MOU agreement includes formal language for the Department's use of the pool. The school tennis courts are also included in a MOU with the school corporation.

PARKS AND RECREATION BOARD

The West Lafayette Parks and Recreation Board is made up of five citizens; four are appointed on a by-partisan basis by the Mayor for a four-year overlapping term. The fifth member is appointed by the School Board. The attorney is appointed by the City's legal department. The Park Board is responsible for all staff personnel matters, except the Superintendent, who is appointed by the Mayor. (West Lafayette Parks & Recreation Department, n.d.). See the Table above for an organizational chart of the Board Members including their position and terms.

Board meetings are held on the third Monday of the month and are open to the public. The meetings are held at the Parks and Recreation Office located at 222 N. Chauncey Avenue, West Lafayette, IN 47906.

Karen Springer President

David Purpura, Vice-President

Paul Siciliano, Secretary

Kitti Carriker, Park Board Member

David Kucik, Park Board Member

Andy Gutwein, Park Board Attorney

PARKS & RECREATION FOUNDATION

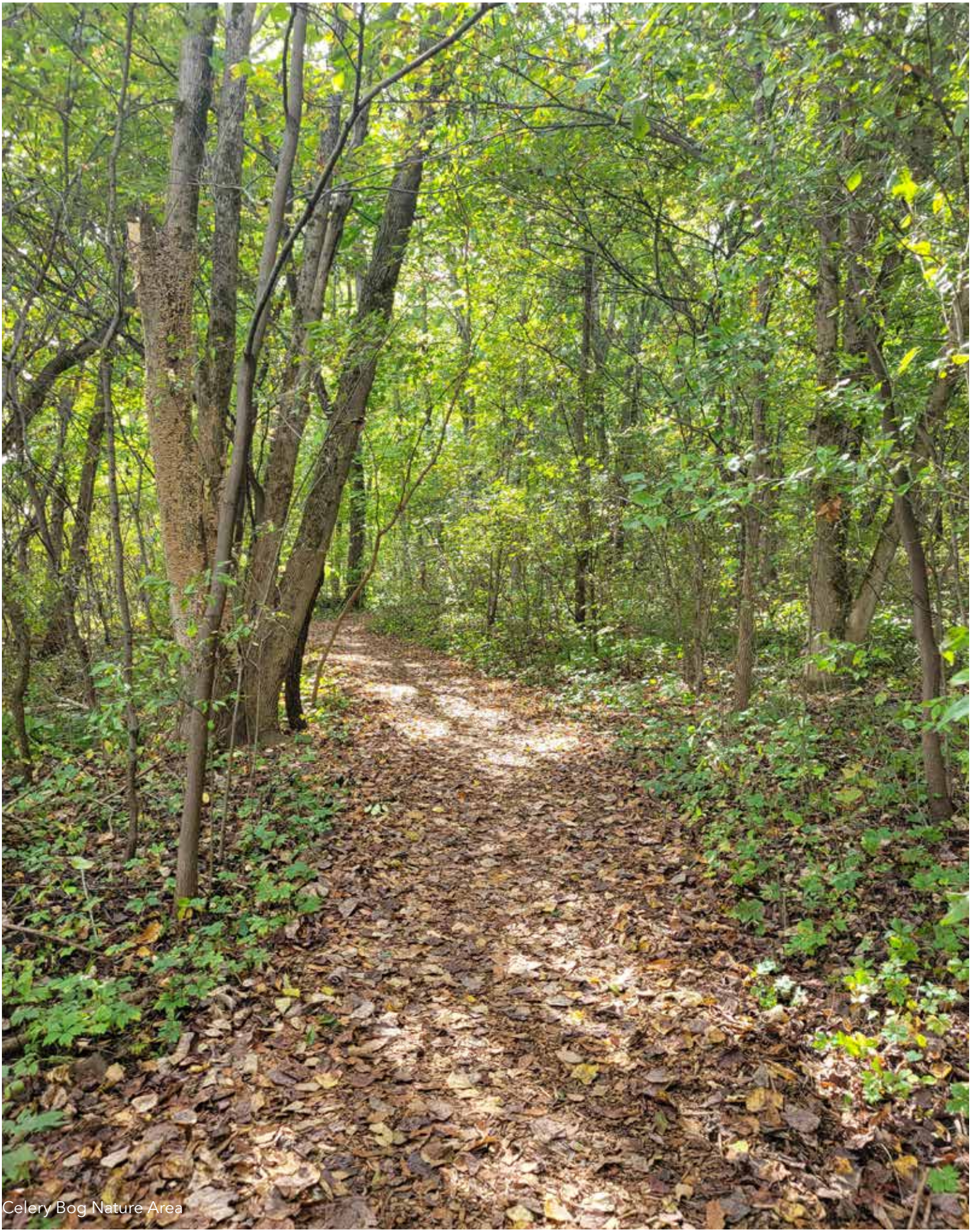
The West Lafayette Parks Foundation is a non-profit organization that raises funds to help support the ongoing development and expansion of the city's parks and recreation system. The Foundation is an IRS 501c(3) tax-exempt organization governed by nine (9) board members. The Foundation's mission is to "solicit, receive, and provide funds and property, and to receive gifts, bequests, and memorials, for securing, developing, maintaining, and informing the public about facilities and programs for West Lafayette Parks and Recreation" (City of West Lafayette, n.d.)

Major goals of the Foundation include:

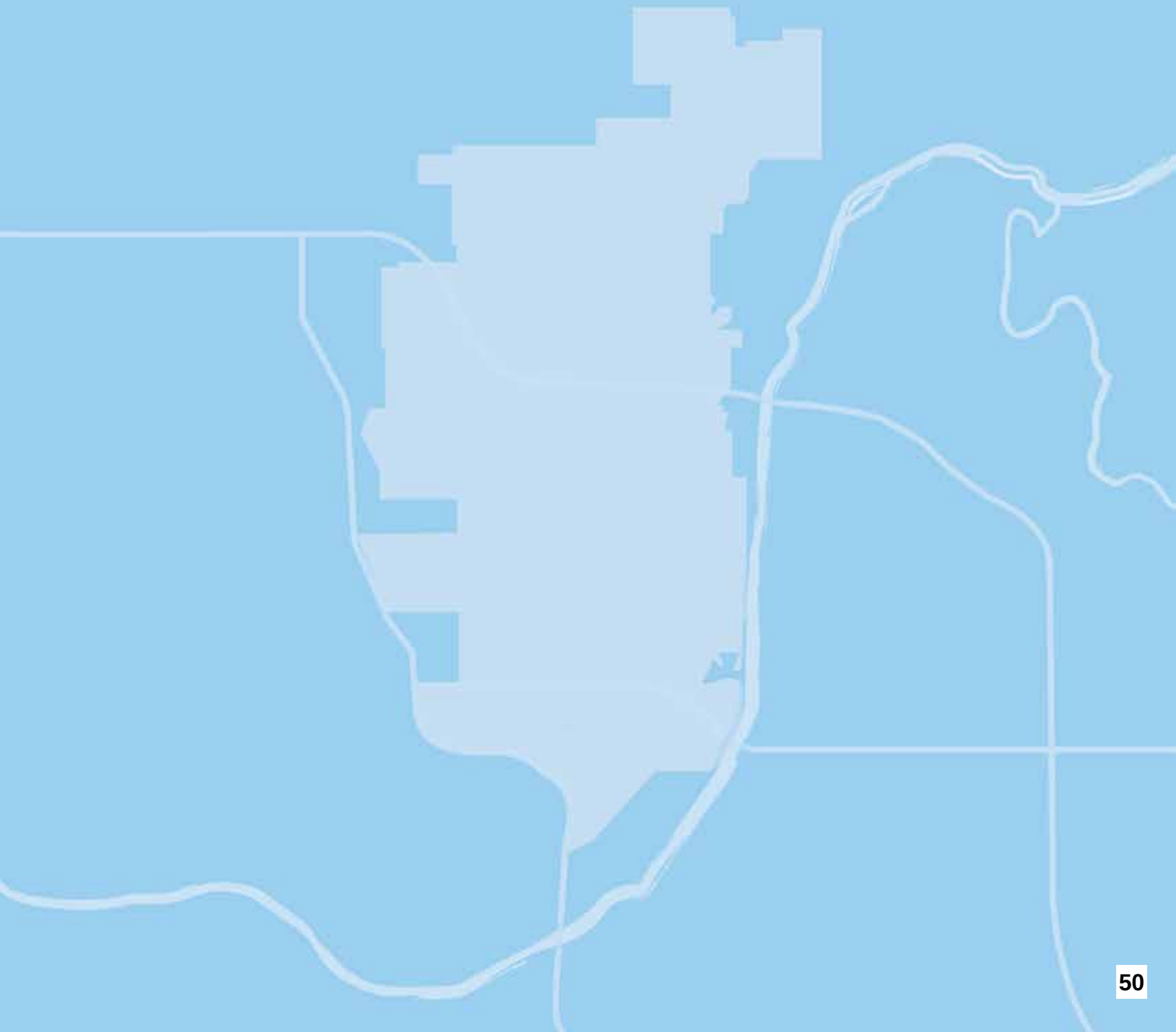
- Providing financial support for recreational facilities and equipment.
- Providing opportunities for donors to receive significant tax benefits for donating funds or property.
- Assuring that donations or bequests are handled in the manner designated.
- Providing opportunities for donors to multiply the benefits of gifts through matching funds.
- Preserving and enhancing the heritage of our community.
- Providing opportunities for establishing lasting memorials (City of West Lafayette, n.d.).

West Lafayette Parks & Recreation Foundation members include:

- Brandt Patz, President
- Clay Koehler, Vice President
- Chris Bradford, Treasurer
- Dr. Martin Jischke
- Dr. Chris Ladisch
- Joan Low
- Dustin Smith
- Dr. Tom Turpin
- James Whelan
- Kathryn Lozano, Executive Director (Parks Superintendent)



Celery Bog Nature Area



2

Existing Conditions



Celery Bog Nature Area

2
Existing Conditions

COMMUNITY PROFILE

METHODOLOGY

The demographic and lifestyle analysis was created to better understand West Lafayette's characteristics and trends and to compare the City's demographic makeup to the County and State. This demographic analysis is quantitative and provides insight into the City and County based on data obtained from the American Community Survey (ACS) 5-Year Estimates (from the U.S. Census Bureau) for 2019.

POPULATION & POPULATION DISTRIBUTION

Between 2014 and 2019, West Lafayette's population increased significantly by 57.4 percent. By comparison, Tippecanoe County's population increased 7.5 percent over the same time period.

Purdue University likely plays a role in a fluctuating population for the City. While the U.S. Census Bureau considers a portion of the staff and students from the university as full-time residents, there is still a large portion of the university's population that is not accounted for in the population numbers. It is likely that students and staff who are not considered full-time residents utilize the parks facilities when they are on campus creating increased use of parks and trails during the fall and spring semesters. Although,not quantifiable with census data, the potential for increased numbers of visitors should be considered in planning for the parks network.

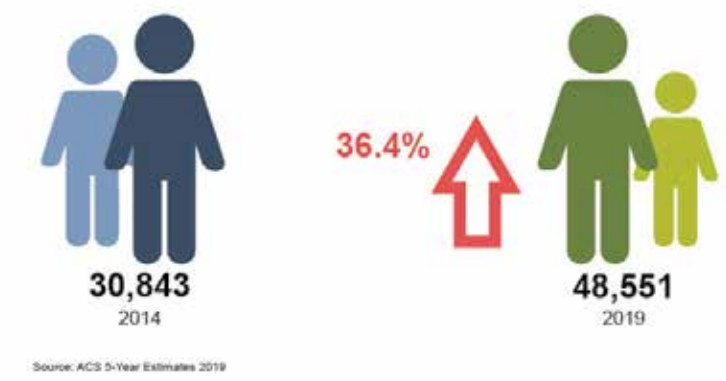
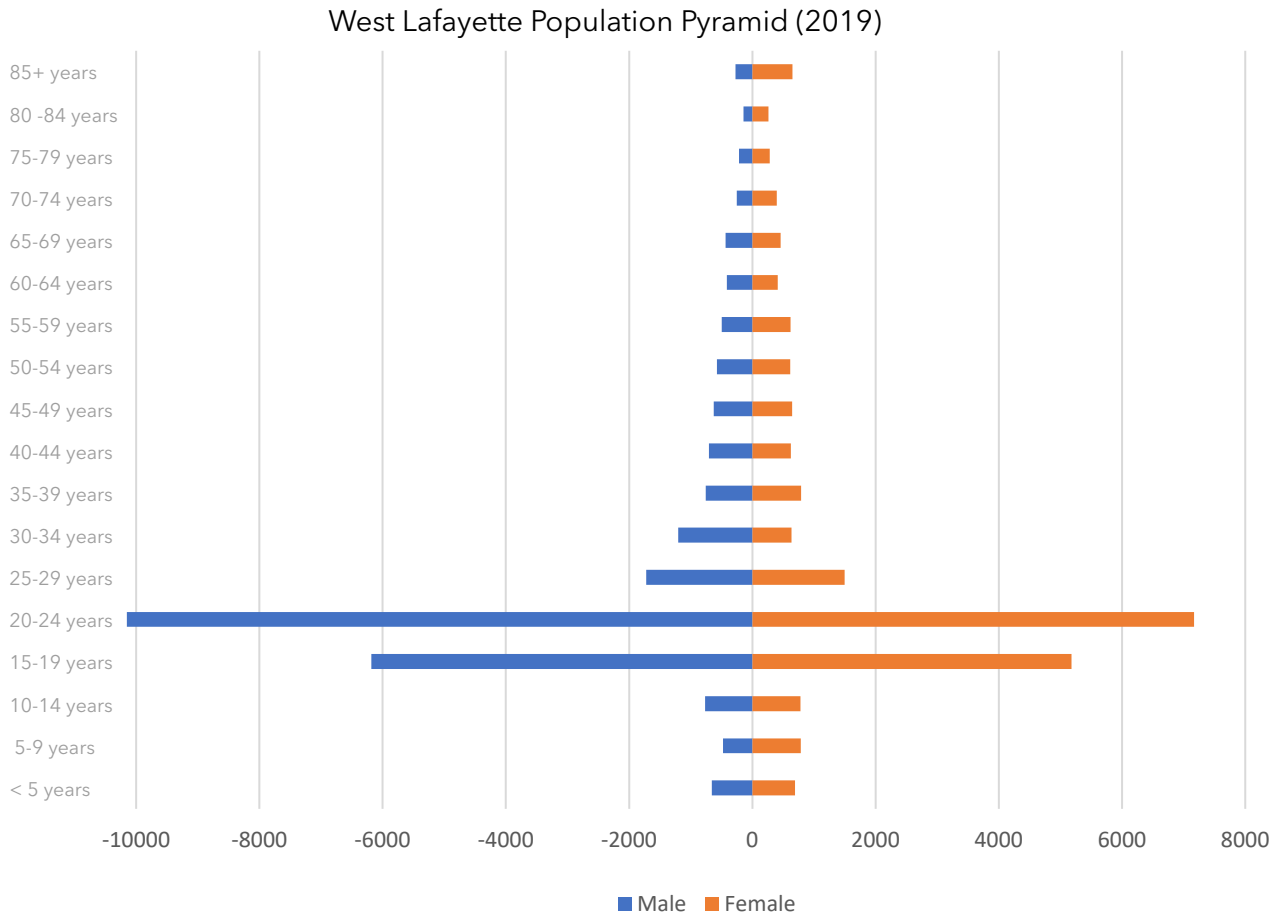


Figure 3 - Total Population Change (2014-2019)

DRAFT



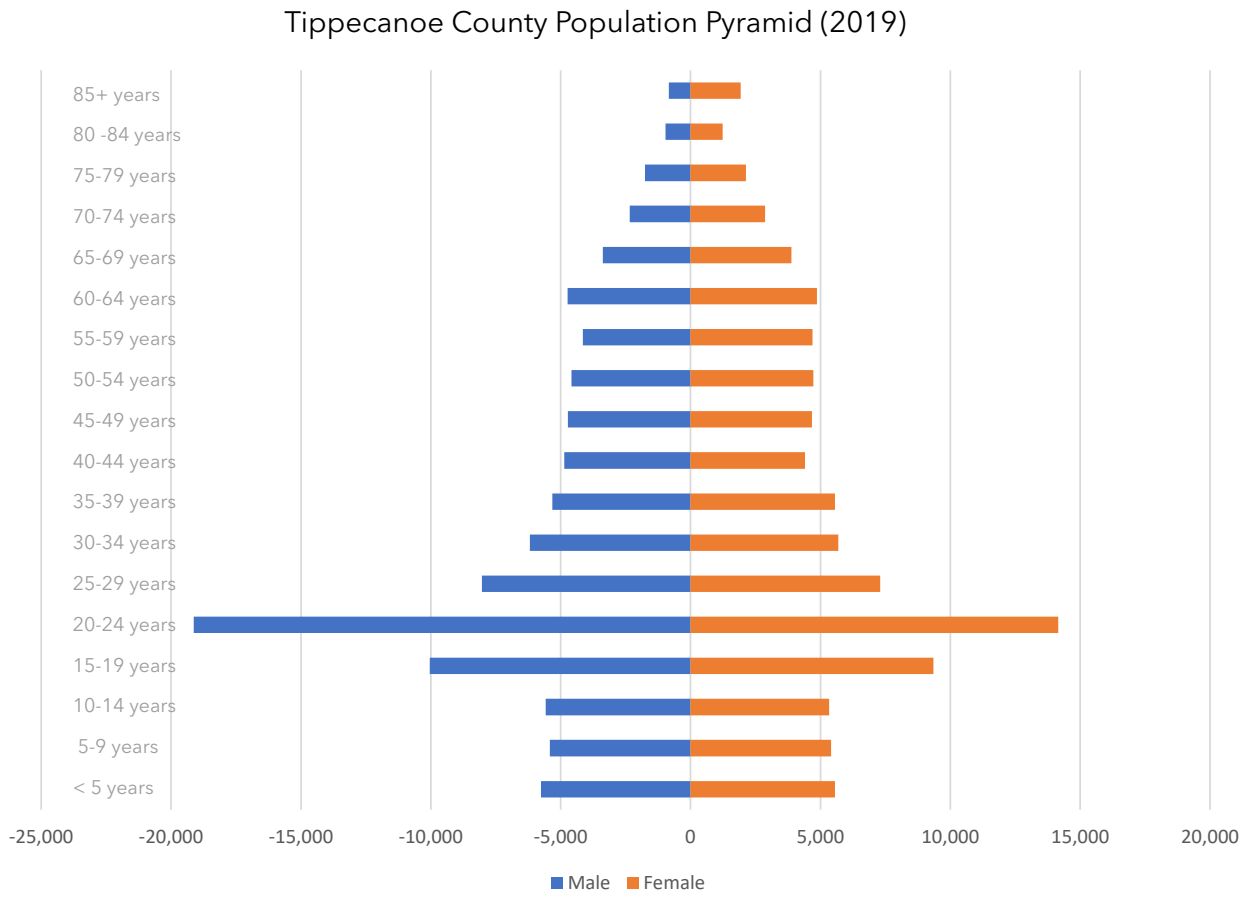


Figure 4: Population Pyramids

Apart from the 15 to 24 age groups, both the City and County have a healthy diversity of people of all ages. This signifies that people, including families, professionals (young and seasoned), and empty-nesters, are choosing to move and stay within the area. This is telling for a community like West Lafayette as it is an indicator of a healthy local economy, a strong job market, and good housing opportunities. For the community to support an increasing population, diverse job opportunities and housing development have to be present.

The median age for the County increased by less than one percent, from 27.9 in 2014 to 28.2 in 2019. West Lafayette's median age decreased by almost 4 percent, from 22.6 in 2014 to 21.7 in 2019. The student population at Purdue University affects the median age in both the City and County; however, this change in median age of the population supports the statement that younger individuals are choosing to move to the area and settle down.

See Figures 4 for population and age group distribution for West Lafayette and Tippecanoe County. Figure 5 illustrates the comparison of median age in West Lafayette versus the State. This graphic further illustrates the influence of Purdue University on the demographic information.

RACE

The majority of the population in West Lafayette and Tippecanoe County are White alone. The next leading group is Asian alone. Between 2014 and 2019, the American Indian and Alaska Native population increased by 1,116% percent for West Lafayette and 230% for the County. The American Indian and Alaska Native population had the largest change over five years (2014 – 2019). No group saw any decrease over the same period of time.

While the increase in population, and increase in diversity, is a positive indicator for the community, similar to the overall population analysis, the student population at Purdue is a likely factor that contributes to this shift. Purdue University is among one of the top schools in the U.S. for international student enrollment; in 2017 Purdue University was ranked 4th in the U.S.

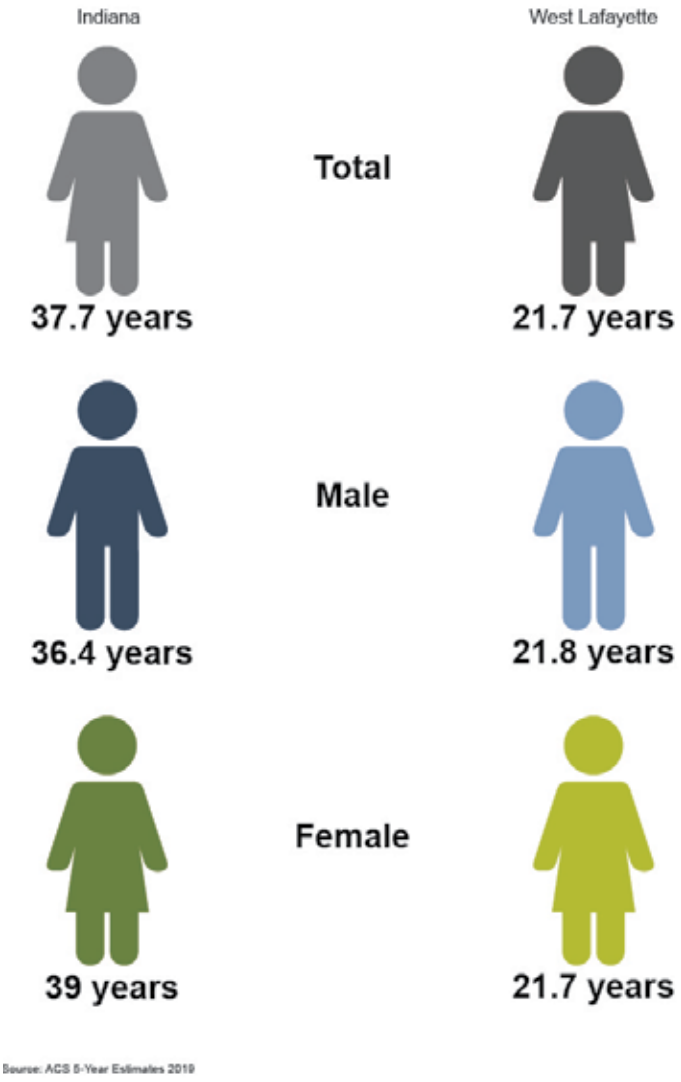


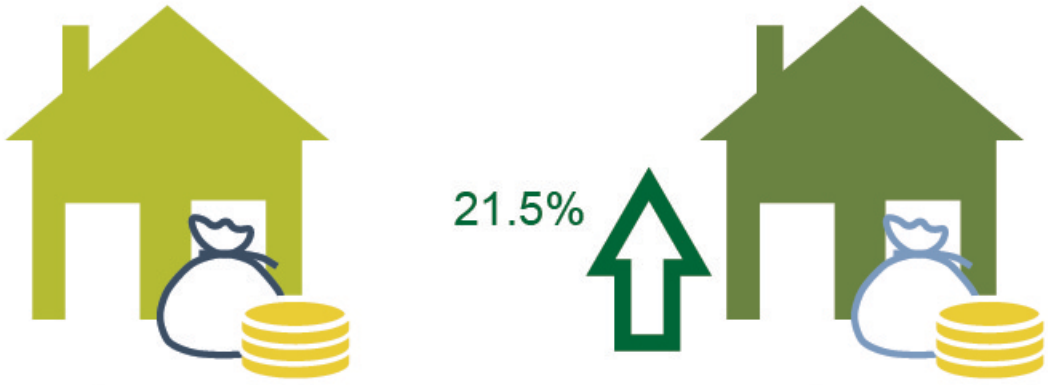
Figure 5: Median Age of Indiana vs. the City

INCOME

Since 2014, the median household income for both Tippecanoe County and West Lafayette have increased. In 2014, the median household income for the County was $44,474; in 2019 it was $53,130 which is a 19.5% increase in five years. For West Lafayette, the recorded median household income was $28,507 in 2014 and increased to $34,650 in 2019. This is a 21.5% difference. The median household income recorded for West Lafayette is affected by the number of student rentals and may not be an accurate reflection of the income earned by residents living in the City.

Per capita income for Tippecanoe County increased from 2014 to 2019 but decreased for West Lafayette. In 2014, the County's per capita income was $23,337 and in 2019 was $27,451 (17.6% increase). For West Lafayette, the per capita income amount was $21,875 and by 2019 dropped by over $800 to $21,041 which is a 3.8% decrease. This may indicate changes in the market, but overall despite the decrease seen in West Lafayette's per capita income, the jobs market is steady and wages appear to be increasing. The decrease in West Lafayette may be reflective of the student population and number of students holding lower wage jobs.

Median Household Income 2014 vs 2019

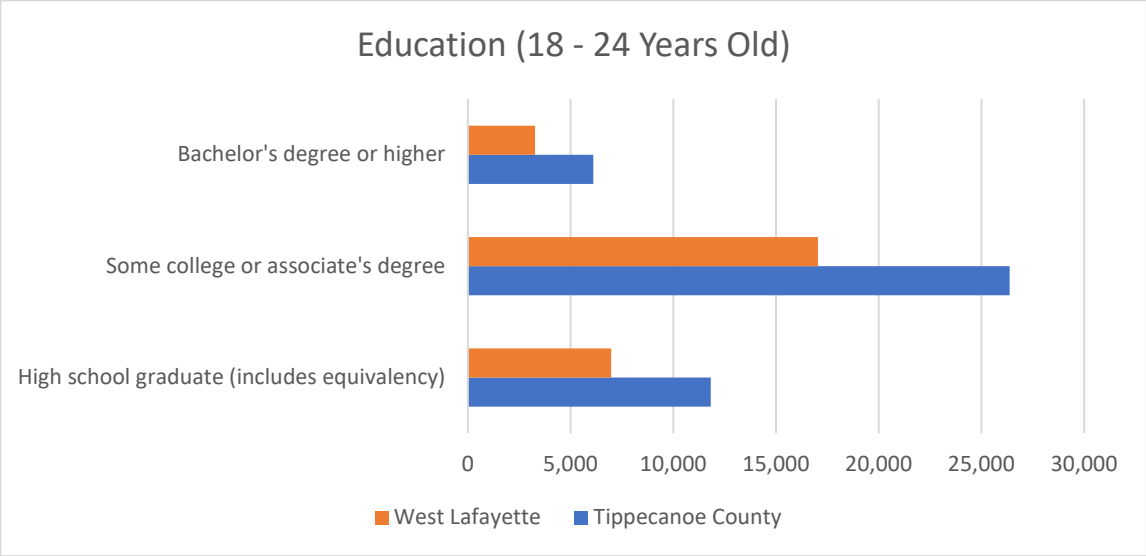


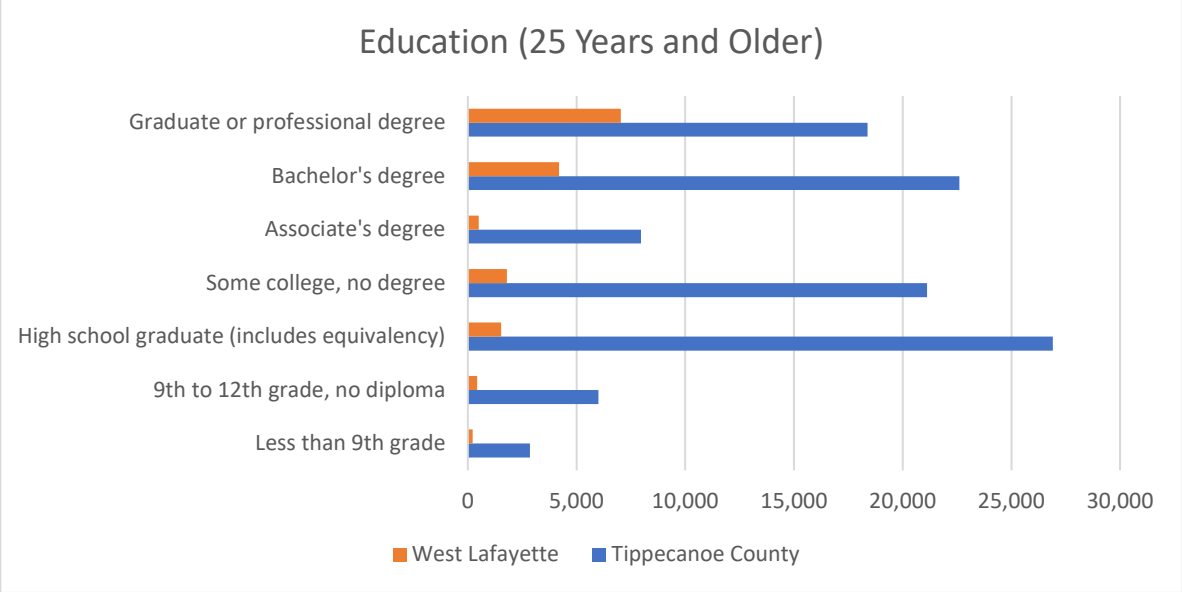
ACS 5-Year Estimate 2019

EDUCATION

According to the information gathered from the 2019 ACS 5-Year Estimates, the population of people aged 25 and older in both Tippecanoe County and West Lafayette are highly educated. In the County, 70.3% of people have graduated from high school or received a higher education degree; 29.7% of the population have a bachelor's degree or higher. Compared to the County, West Lafayette's educational attainment levels are 57.3% and 42.7% respectively.

The population group aged 18 – 24 years was identified separately. The percentage of people who graduated high school or received the equivalency of a high school diploma were nearly the same for both the County and City – 25.6% and 25.3%. The percentages increased for those who have some college education or an associates degree; 57% for the County and 61.8% for the City. This is likely due to the number of people who are studying to obtain a bachelor's degree and have not completed the program. Many students do not obtain a bachelor's degree until they are 22 years old, assuming a four-year program that was started when the student was 18. Finally, the percentage of people who have obtained a bachelor's degree or higher within the 18 – 24-year age group is 13.2% for the County and 11.9% for West Lafayette.





HOUSING

West Lafayette has more renter-occupied units than owner-occupied units and the reverse is true for Tippecanoe County – there are more owner-occupied units than renter-occupied. This is likely due to the student population at Purdue University. The Area Plan Commission of Tippecanoe County developed an update to their Tippecanoe County Student Rental Report in December of 2021. The objective of the study was to provide updated data and to identify emerging trends in student and multi-family housing. Multiple sources were utilized to gather data including U.S. Census data, U.S. Department of Housing and Urban Development, Purdue University, and the City of West Lafayette. The updated Student Housing Report provides some important insights into housing figures included in the Tippecanoe County data.

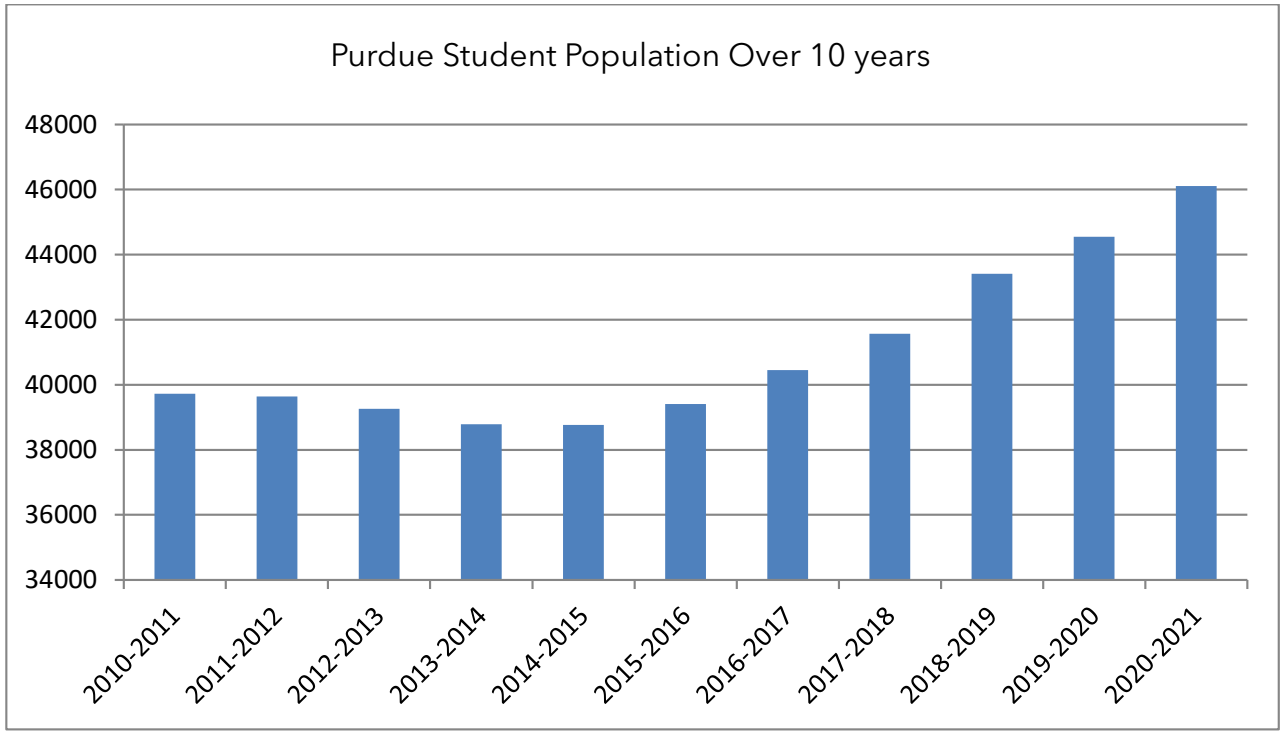
Overall, the total number of occupied units and vacant units increased across both the County and City. However, the homeowner vacancy rate decreased between 2014 and 2019 for the County by 12.5% and for the City by 60% which is telling. The decrease seen in West Lafayette may be due to the number of rental properties across the area. The rental vacancy rates decreased for the County by 20.4% but increased for West Lafayette by 107.4% over five years.

When comparing the owned versus rented housing units, there has been little change between 2014 and 2019. There was a slight increase in vacant properties and the number of rented housing units in West Lafayette dropped.

IMPACTS OF BEING A COLLEGE TOWN

Purdue University has seen a steady increase in its student population over the last 10 years. The university had less than 40,000 students in 2011. At the start of the fall semester, the total student population was 46,411 students. Both the university and surrounding areas of the city have seen growth in multi-family housing units to accommodate this growth in students.

According to the Tippecanoe County Plan Commission Student Rental Report, 28% of students enrolled at the West Lafayette campus in the fall of 2020 were living in university owned or leased housing units. The study identified 3,262 students living in off-campus housing. This included those



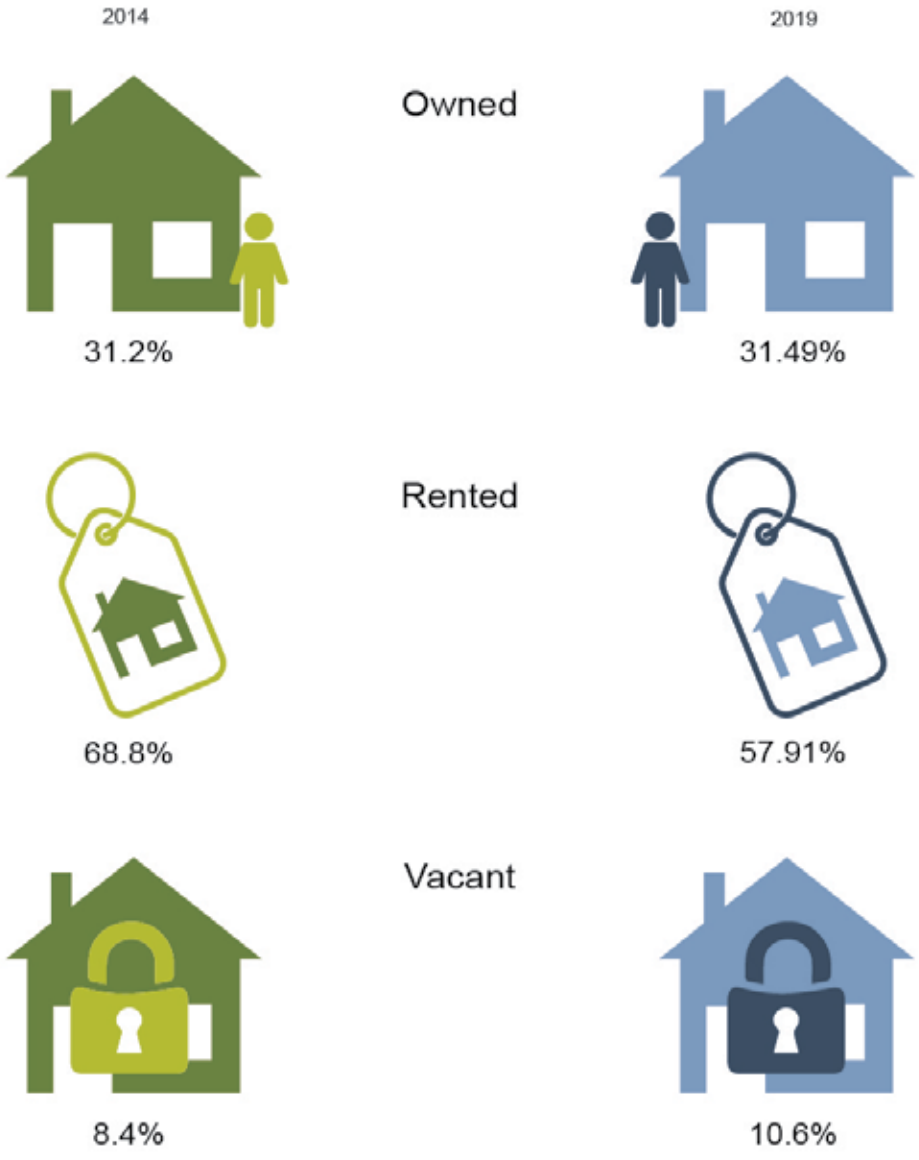
Source: Purdue University - Office of Enrollment Management Analysis and Reporting

living in fraternities, sororities, and cooperatives and students who lived outside of the "C" permit boundaries. When comparing student enrollment with those living on campus, living in fraternities or sororities, and those holding a commuter permit, the study assumed roughly 26,563 students living off campus in rental properties. This represented approximately 20.69% increase from the previous year.

While the Student Rental Report does not identify where these students are living or how many students might remain in the city when the university is out of session, it does provide some insight into the potential number of students that might be utilizing park facilities throughout the year. Other factors to consider when looking at the student population might include the number of international students, university enrollment numbers during the summer semester, and anecdotal information from permanent residents concerning the character of the city when the university is out of session. Most residents agree that the character of the city does not drastically change during summer months and university breaks.

The Parks and Recreation Department is vigilant in connecting parks with the university in addition to other areas of the city. The Department is cognizant of the need to engage the student population along with residents of the city.

Housing Breakdown West Lafayette - 2014 vs. 2019



Source: ACS 5-Year Estimates 2019

EXISTING PARKS AND RECREATION

The West Lafayette Parks and Recreation Department maintains and operates 15 parks and facilities, the Wellness Center, Municipal Pool, and over 27 miles of paved trails. The City's parks include playgrounds, nature preserves, picnic shelters, a dog park, recreational open space, hiking trails, and walking paths. The Parks and Recreation Department oversees a wide variety of park programming including exercise classes, nature education classes, and in cooperation with the City, Global Fest.

The consultant team visited every facility of the West Lafayette Parks and Recreation Department to understand the baseline of current facilities, assess the condition, identify the potential for possible improvements, and evaluate and address any issues related to accessibility to and within the parks. This chapter contains an assessment summary of each of the facilities as broken down by park typology.

The assessed parks and facilities were categorized using a nationally recognized standard published by the National Recreation and Parks Association. This classification system provides a simple grouping of parks and facilities based on their size, service area, and/or special amenity offerings. As the focus of this study is limited to the parks and facilities of West Lafayette, there was no evaluation of regional parks or preserves since the definition of regional parks includes a service area of up to a one-hour drive and often exceed hundreds of acres in size.

POCKET PARK

In West Lafayette, pocket parks, otherwise often referred to as 'mini parks' serve a localized area within less than a ¼ mile, making them easily walkable from the residential areas where they are often sited. The mini parks can measure anywhere from ½ acre up to 2 or 3 acres and offer amenities usually affiliated with families and smaller communities such as playgrounds, basketball courts, picnic areas, and flexible green space.

NEIGHBORHOOD PARK

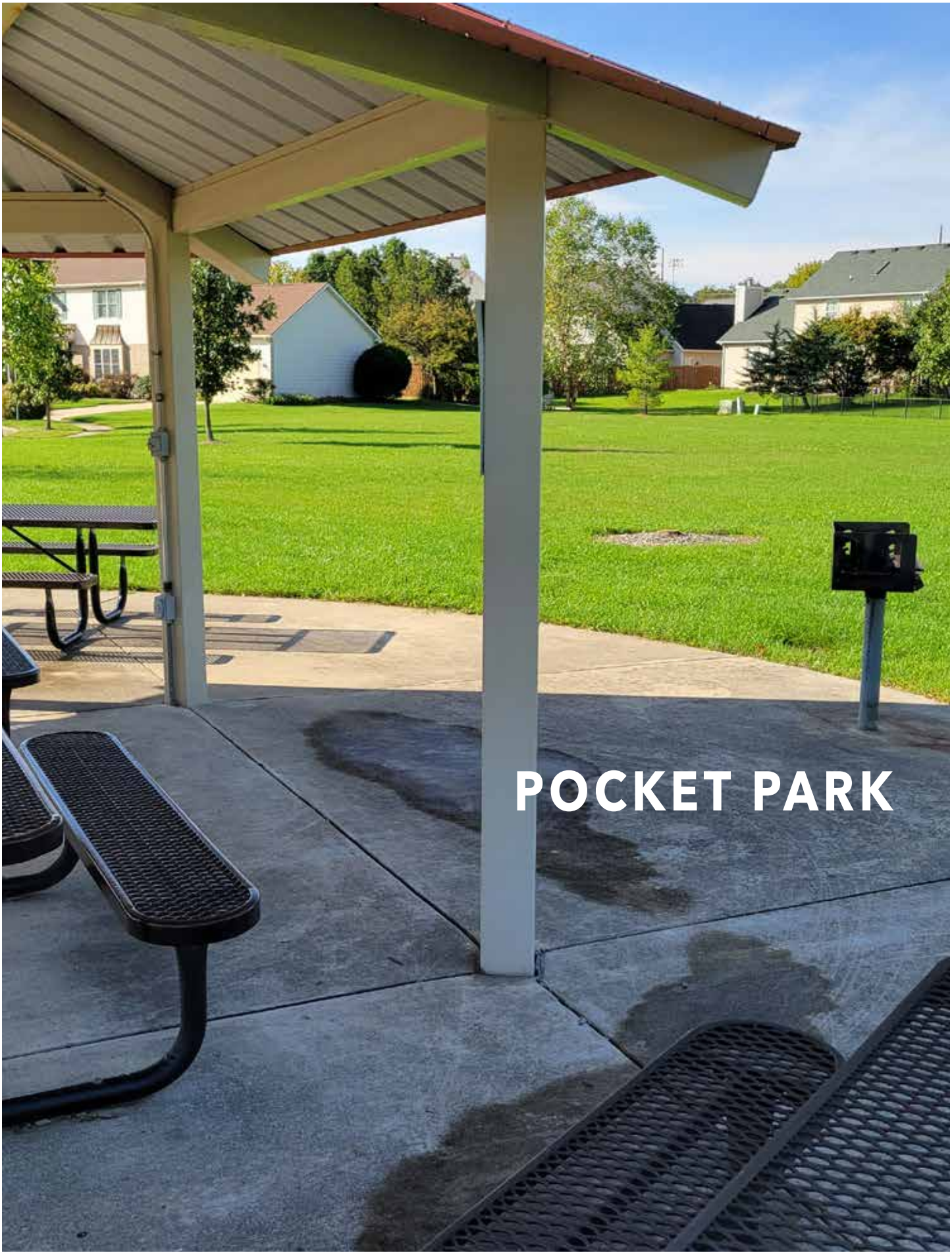
While programmed similarly to pocket parks, with playgrounds, picnic shelters, and small sports recreation opportunities, neighborhood parks are often larger, typically measuring 5 to 10 acres, and often providing a greater level of open space or flexible greenspace for additional activities or programming. Still sited within neighborhoods, they are still walkable and can serve an area between ½ and 1 mile radius.

COMMUNITY PARK

The largest scaled park present in West Lafayette, community parks can range between 10 and 200 acres and serve a population within a 1 to 2 mile radius. As these parks are sized and programmed to serve a greater population, they often house facilities and amenities for community-wide engagement and/or specific uses that may only be available at a limited number of sites within the City. Also, because programs and amenities are geared for larger audiences, it is intended that these parks provide ample access by either vehicle or multi-use trail.

SPECIAL USE FACILITY

As indicated by the name, a special use facility is a locale or amenity that provides a unique opportunity or setting for an activity that is not located anywhere else within a park system. These are not classified by size, but rather specific intended use; they may be stand-alone facilities, or within parks.


POCKET PARK

LINCOLN PARK

- **POCKET PARK**
- **0.5 ACRES**
- **253 LINCOLN STREET**
- **AMENITIES: PLAYGROUND, PICNIC SHELTER, BENCHES, DRINKING FOUNTAIN, COMMUNITY LENDING LIBRARY**

Lincoln Park is one of the few neighborhood parks within West Lafayette. At only a half-acre in size, the park is the transformation of a previously residential lot into a small, yet active pocket park. There is on-street parking near the park and residents from the nearby neighborhood arrive by foot.

Access into the park, both for park users and the occasional maintenance vehicle is via what was previously a driveway. Once within the park, a few feet above street level, there is a concrete sidewalk throughout that provides access to the park's amenities. A shelter with ample seating, and nearby drinking fountain allow visitors a space for gathering and small social events. Much of the remainder of the park is occupied by a play area including a single, moderately sized play structure, a single stand-alone play apparatus, and an accompanying swing set with open swings, as well as swings for infants, and an inclusive, harness swing for children who require additional core support.

The play surface is engineered fiber mulch, which is an acceptable surface, but at the time of observation needed replenishing. The low level of engineered mulch exposed the lower portions of the play structure as well as creating a drop-off at the surrounding concrete sidewalk. Around the outer edge of the play area is additional seating for parents/caretakers. Recent work had been done to stabilize and seed the outer edges of the park.







PAULA R. WOODS PARK

- **POCKET PARK**
- **0.5 ACRES**
- **301 LAWN STREET**
- **AMENITIES: PLAYGROUND, PICNIC SHELTER, BENCHES, DRINKING FOUNTAIN, COMMUNITY LENDING LIBRARY**

Paula R. Woods Park is another example of a pocket park nestled in a residential neighborhood. This park includes a variety of amenities and appears to be well used and cared for by the surrounding neighborhood.

On-street parking is available and pedestrian access is gained from a small sidewalk on Lawn Avenue. While the park also abuts Vine Street, there is no formal access from that frontage. There is a small rise in elevation from the Vine Street entrance to a sheltered picnic area. Further into the park is a small path with seating, drinking fountain, and play space. The play space includes a number of single-apparatus play features, as well as a spiral slide and swing set, which includes open swings, an infant swing, and companion swing.

The play surfacing is engineered fiber mulch, which was also littered by nuts and seeds from the trees overhead. While the engineered mulch is considered an accessible material, there is no accessible route to the play area. The play area is at the same elevation as the adjacent Vine Street but there is a fence along that frontage to contain playing children.







TOMMY JOHNSTON PARK

- **POCKET PARK**
- **0.5 ACRES**
- **253 LINCOLN STREET**
- **AMENITIES: BASKETBALL COURT, FITNESS EQUIPMENT, PICNIC SHELTER, DRINKING FOUNTAIN**

While small and in a more urban setting, Tommy Johnston Park may be one of the more used neighborhood parks because it is very near Chauncey Hill and utilized by a number of Purdue Students. The park contains a basketball court, which was recently resurfaced, an adjacent, large shelter for social gathering, and fitness equipment at the rear of the park. The fitness equipment and surrounding surfacing appear to be well-worn, and it is understood that this equipment is being replaced in the very near future. Despite its high-level of usage, the park is very well-maintained.







LAGRANGE STREET OPEN SPACE

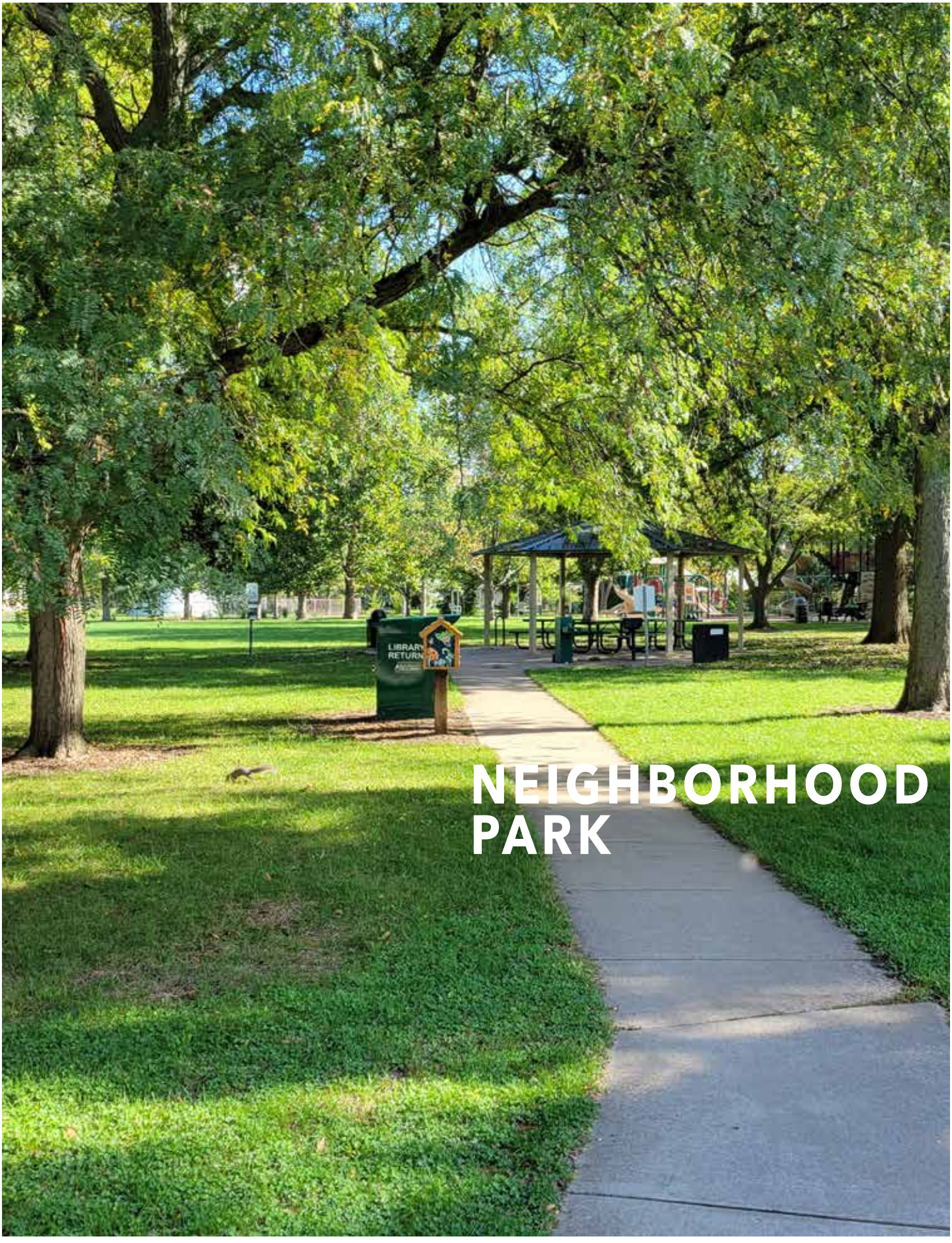
- **UNDEVELOPED**
- **2.85 ACRES**
- **LAGRANGE STREET**
- **AMENITIES: NONE**

This parcel is on LaGrange Street, directly adjacent the Bob Friend Ball Park, north of West Lafayette Elementary School, and otherwise surrounded by residential on the north, east, and west. The parcel is currently undeveloped and unprogrammed, only providing conveyance of a stormwater system. While undeveloped, this site can be repurposed to a more naturalized stormwater conveyance, reducing costs for maintaining the turf, and possibly even provide passive recreation in or through the area.









NEIGHBORHOOD PARK

PECK-TRACHTMAN PARK

- **NEIGHBORHOOD PARK**
- **2.0 ACRES**
- **3401 DUBOIS STREET**
- **AMENITIES: PLAYGROUND, PICNIC SHELTER, FLEXIBLE PLAY/OPEN GREENSPACE, BENCHES, DRINKING FOUNTAIN, COMMUNITY LENDING LIBRARY**

Although smaller than many of the other neighborhood parks, Peck-Trachtman Park serves a residential area and provides more space for flexible use. The park is located in the heart of a residential neighborhood, occupying space between two cul-de-sacs, providing plenty of on-street parking, but also extremely accessible by foot from the surrounding area. The park is separated into two significant areas with a picnic shelter and drinking fountain centrally located. There are three distinct, separated play spaces, each containing different equipment from a toddler climbing structure and swings, to a rock-climbing feature, to modern bowl swings and spinners. On the back portion of the park is a large open space for flexible play, or potential future expansion of additional park amenities.







UNIVERSITY FARM PARK

- **NEIGHBORHOOD PARK**
- **6.0 ACRES**
- **490 LAGRANGE STREET**
- **AMENITIES: PICNIC SHELTER W/ BARBECUE, PLAYGROUND, FLEXIBLE PLAY/ OPEN GREENSPACE, BENCHES, DRINKING FOUNTAIN, COMMUNITY LENDING LIBRARY (CURRENTLY MISSING)**

Carrying the same name as the neighborhood on which it is sited, University Farm Park serves one of the largest residential areas within the City. With parking limited to on-street, a majority of park users arrive on foot or by bicycle. The southern, developed portion of the park contains a picnic shelter with drinking fountain, and barbecue grill, play area, and small, open greenspace. The play area is divided into two spaces based on age/ability. Each of the spaces contains a single play structure, one large and one moderately sized, some stand-alone play features, and separated swing sets, each containing a core-supporting swing and the smaller play area containing an infant swing.

While seating is plentiful at the shelter and around the playground, the site furnishings at this park appear to be a compilation of many types of seating and are inconsistent throughout; the same is true of the bike racks. Additionally, space is provided for a community lending library, however, the library itself has been removed and is missing from this location.

The developed portion of the park only accounts for about one-third of park area. The remainder of the park, stretching north to Kalberer Road, is undeveloped for park use and used as a stormwater facility. While still functioning for stormwater management, this area has the possibility of doing so in a more naturalized way through constructed wetlands, which would reduce ongoing maintenance requirements, and also provide an opportunity for passive recreation.







GEORGE E. LOMMEL PARK

- **NEIGHBORHOOD PARK**
- **5.0 ACRES**
- **2820 WILSHIRE AVENUE**
- **AMENITIES: PICNIC SHELTER W/ BARBECUE, PLAYGROUND, FLEXIBLE PLAY/ OPEN GREENSPACE, BENCHES, DRINKING FOUNTAIN, COMMUNITY LENDING LIBRARY**

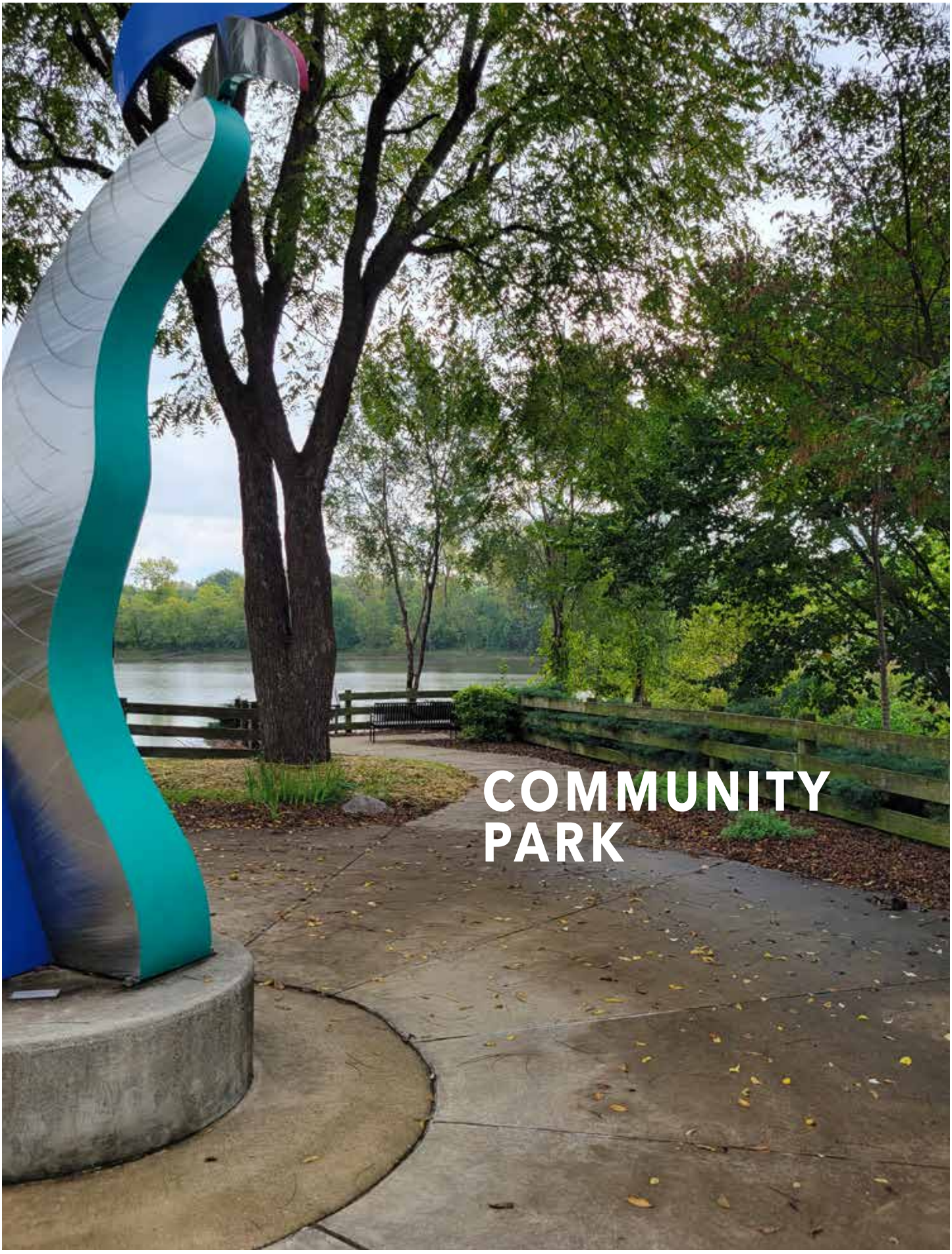
Settled within a residential area, George E. Lommel offers a variety of activities for neighborhood users to enjoy. The park is easily accessible from both the north and south via neighborhood sidewalks and on-street parking. The southern portion of the park is covered with trees and includes a small picnic area with shelter, tables, and a barbecue grill. A walkway connects this area to the north to a large, contiguous play space consisting of two play structures, one large and one moderately sized, as well as numerous stand-alone play elements and a swing set. The concrete sidewalk encompasses the play area, and includes traditional park benches, as well as bench swings.

North of the playground is one of the City's water towers, which is appropriately separated and secured from park users. A large, open greenspace for flexible play is located adjacent to the water tower. The greenspace also has a chain-link backstop for informal baseball play. The park is well maintained, with the exception of the wood mulch on the playground being low, providing some obstacles and challenges for accessibility, and one of the bench swings being inoperable.








COMMUNITY
PARK

TRAILHEAD PARK

- **COMMUNITY PARK**
- **4.0 ACRES**
- **1800 KALBERER ROAD**
- **AMENITIES: PICNIC SHELTER, PAVED TRAIL, BENCHES, DRINKING FOUNTAIN**

Located in the Northwest area of West Lafayette, Trailhead Park is sited at a crossroads of the Northwest Greenway Trail. From this location, the paved trail heads north and west through residential areas towards Hadley Lake, south through office and commercial enterprises to Northwestern Avenue, and East along Kalberer Road to the West Lafayette Wellness Center, Cumberland Park, and residential areas such as Arbor Chase. The park has a small parking area and adjacent picnic shelter and seating. Aside from access to the Northwest Greenway Trail, the park also has multi-use paved trail that loops within the park itself, encircling a natural area.

The park is fairly heavily used based on feedback from visitors, most notably by the adjacent daycare facility, who brings children to the park for walks or exploration of the natural area. The park is well-maintained, however one suggestion for improvement is the addition of pet waste facilities throughout the park, rather than just at the shelter.







CASON FAMILY PARK

- **UNDEVELOPED COMMUNITY PARK**
- **13.16 ACRES**
- **2500 CUMBERLAND AVENUE**
- **AMENITIES: NONE**

Cason Family Park is a property located in the far northwest portion of West Lafayette. Still undeveloped, the West Lafayette Parks and Recreation Department staff are continuing to work toward a park master plan to develop this park for patrons to enjoy in the very near future.

A key component of Cason Family Park will be the relocated Morris Schoolhouse. The Morris Schoolhouse is a historic, one-room school house built in 1879. The school was originally located at the corner of U.S. 231 and Cumberland Avenue. The schoolhouse will be restored and converted into an interpretive space within Cason Family Park.







WABASH HERITAGE TRAIL SIDE PARK (FISHTAIL PARK)

- **COMMUNITY PARK**
- **14.0 ACRES**
- **NORTH RIVER ROAD**
- **AMENITIES: PAVED TRAIL, OVERLOOK, PUBLIC ART, BENCHES**

While large in size for a neighborhood park, much of this park site is inaccessible and/or unusable and therefore is utilized for primarily passive recreation. Most of the area is a large pond, previously a borrow pit for the adjacent interchange. The pond is inaccessible due to steep side-slopes, and would be undesirable for any sort of recreation at this time due to the amount of both natural and litter debris around its edges. The eastern bank of the pond could be accessible, and even contains some informal footpaths, but it is within the floodplain of the Wabash River, which limits development of this space. The usable portions of the site include an overlook to the pond along North River Road with public art and seating area, and connection to the Wabash Heritage Trail which follows the contour of the adjacent interchange down to the Wabash River, where it passes under the William Henry Harrison Memorial Bridge.







MASCOUTEN PARK

- **COMMUNITY PARK**
- **15.0 ACRES**
- **NORTH RIVER ROAD**
- **AMENITIES: BOAT RAMP**

Mascouten Park is located at the base of Happy Hollow Creek, where the tributary feeds into the Wabash River. This 15 acre park is entirely east of North River Road along the western bank of the Wabash River, however, it is mostly undeveloped. The only developed portion of the park is a parking area and boat ramp north of Happy Hollow Creek, along with a wastewater pump station directly adjacent to the paved area. The south portion is all but inaccessible, except by an unmarked ditch crossing directly off North River Road. There is significant potential for engagement of the Wabash River at Mascouten Park.







TAPAWINGO PARK & RIVERSIDE SKATING CENTER

- **COMMUNITY PARK**
- **20.0 ACRES**
- **100 TAPAWINGO DRIVE NORTH**
- **AMENITIES: PAVED PARKING LOT, RIVER OVERLOOK, RIVERSIDE SKATING CENTER, PLAYGROUND, PICNIC SHELTER, FLEXIBLE PLAY/OPEN GREENSPACE, PAVED TRAIL, PUBLIC ART, PEDESTRIAN BRIDGE**

Tapawingo Park is West Lafayette's downtown, riverfront part, providing direct connection from the urban area of West Lafayette and Chauncey Hill to the Wabash River, and via the John T. Myers Pedestrian bridge, to downtown Lafayette. Home to Wabash Riverfest in the heat of the summer, and also the Riverside Skating Center, this park offers year-round activity to draw in users. The park sits on the west bank of the Wabash River, and also provides a link along the Wabash Heritage Trail. While scenic in its natural, lowland state, the riverfront park also provides challenges in dealing with flooding along the river; portions of the park and Wabash Heritage Trail are within the floodplain of the Wabash River, and are at times inundated with flood waters and therefore impassable and or unusable for a short period of time.









CUMBERLAND PARK

- **COMMUNITY PARK**
- **62.0 ACRES**
- **3101 NORTH SALISBURY STREET**
- **AMENITIES: WEST LAFAYETTE WELLNESS CENTER, MICHAUD-SINNINGER NATURE PRESERVE, WEST LAFAYETTE FARMERS MARKET (SEASONAL), CUMBERLAND GARDENS (COMMUNITY GARDEN PLOTS), PAVED PARKING LOT, PLAYGROUND, PICNIC SHELTER, FLEXIBLE PLAY/OPEN GREENSPACE, PAVED TRAIL, NATURE TRAILS, BASKETBALL COURTS, LIGHTED SOFTBALL FIELDS, PONY LEAGUE BASEBALL DIAMOND**

Cumberland Park plays a key role in the current and future offerings and facilities for West Lafayette Parks and Recreation. With the newly opened West Lafayette Wellness Center and number of activities and programs available at that location, Cumberland Park is becoming a central location of park activity. This park has the most offerings of any current park within the West Lafayette Parks and Recreation System, and serves the greatest variety of users.

Cumberland Park is home to not only the City's community garden plots, but also its weekly Farmer's Market, held seasonally in the south parking lot. Almost 16 acres of the park is left in a natural state in the Michaud-Sinninger Nature Preserve, which has paths throughout.

The Arni Cohen Memorial Softball Fields, which are lighted, as well as a Pony League baseball diamond, which is unlit are located along Salisbury Street. These, along with a pair of basketball courts are the only outdoor sports facilities within the park, however, the West Lafayette Athletic Complex is directly adjacent to the park with three soccer fields, an additional baseball field, two football fields, and a track. The Athletic Complex is not owned or managed by the Parks and Recreation Department, but rather falls under the West Lafayette School Corporation, giving priority use of the facilities to the school system, and not park users.

At the north end of Cumberland Park is the newly constructed and opened West Lafayette Wellness Center. This facility offers members ample indoor recreation opportunities, state-of-the-art fitness equipment, as well as community gathering space. Cumberland Park also has direct access to a number of paved trails connecting it to surrounding neighborhoods, and other parks within the system. The Northwest Greenway Trail connects at Kalberer Road to the north, Salisbury Street to the east, as well as Cumberland Avenue to the south, which ultimately also connects to the Cattail Trail and Celery Bog Nature Area.







HAPPY HOLLOW PARK

- **COMMUNITY PARK**
- **81.0 ACRES**
- **1301 HAPPY HOLLOW ROAD**
- **AMENITIES: PAVED PARKING LOT, PLAYGROUND, PICNIC SHELTERS, FLEXIBLE PLAY/OPEN GREENSPACE, PAVED TRAIL, NATURE TRAILS, SAND VOLLEYBALL COURTS, DOG PARK**

Arguably the City's most scenic park, Happy Hollow Park is settled in the valley created by Happy Hollow Creek as it runs toward the Wabash River. Because of the geography of the area, with steep side slopes, and often narrow, but occasionally wide valley floor, the park's layout and amenities are situated along a narrow spine at the park's core.

The Wabash Heritage Trail originates at the northern end of the park, and is paved throughout as it moves, sometimes alongside the creek, toward the base of the park. Along the spine of activities are five picnic shelters, parking, and a playground, all of which are also easily accessible by the Wabash Heritage Trail.

The lower portion of the park, off Happy Hollow Road, offers a larger parking area, as well as a recently opened dog park. The dog park is in a low area adjacent to the creek, and suffers from a combination of over usage and poor drainage. Upward, along the Wabash Heritage Trail, the Ravine Trail, a boardwalk and unpaved trail spur allow pedestrian access to the area of Salisbury Street and Grant Street.

Despite Happy Hollow Park being one of the more highly used parks, it remains very well maintained. The central spine of the park can prove to be narrow and get congested at times; a reevaluation of vehicular access and circulation, as well as a reorganization of park amenities may ease some difficulty in pedestrian and vehicular circulation through the park.









CELERY BOG NATURE AREA

- **COMMUNITY PARK**
- **195.0 ACRES**
- **1620 LINDBERG ROAD**
- **AMENITIES: LILY NATURE CENTER, PAVED PARKING LOT, AMPHITHEATER/OUTDOOR CLASSROOM, PAVED TRAIL, NATURE TRAILS/BOARDWALKS**

Celery Bog Nature Area is a serene, natural setting amongst the otherwise suburban development of the west side of the City. The Lilly Nature Center is at the heart of the park, providing educational opportunities for visitors and programming for regular patrons. Amongst the 195 acres are distinctly different ecosystems of low-lying bog areas, tallgrass prairie, and wooded uplands, each with rustic trails throughout offering the visitor limitless opportunity for exploration, observation, and meditation. The Cattail Trail runs the entire length of the park from north to south and is paved the entire way, allowing for multi-modal usage, while more than 2 ½ miles of additional, unpaved trails wind through the natural setting of the park.

Educational signage is placed throughout the trail system providing information on the native landscapes, flora, and fauna of the area. Ample seating is also available. The park is very well maintained, and at the time of evaluation, there were a number areas where underbrush was being cleared from the upper woodland areas in an effort to revitalize the woodland floor ecosystem.

One item to note is that at times of high water in the lake, portions of the trails may be difficult to traverse; accommodation has been made by providing planks along the side of the trails in those particular areas. While this allows the able-bodies visitors to pass, this solution does not provide a fully accessible route, limiting park users who may rely on a mobility device. A more expansive solution would be to construct boardwalks in these low-lying areas to allow usage of the trails regardless of inundation.











SPECIAL USE FACILITY

WEST LAFAYETTE WELLNESS CENTER

- **SPECIAL USE FACILITY**
- **1101 KALBERER ROAD**

Completed and opened in 2021, the West Lafayette Wellness Center, located at Cumberland Park, offers a state-of-the-art fitness facility and community gathering space. The Wellness Center includes three full-size gyms with flexibility for multiple uses including basketball, volleyball, group fitness and more. There is a raised, mezzanine-level track above the gyms. An indoor, 170,000 gallon aquatic center also offers four 25-yard lap lanes, a walking vortex, open swim area, and a zero-depth splash pad for swimming activities suited for the whole family. The Wellness Center has modern fitness equipment for both cardio and strength training, and classroom space for group fitness. Additionally, the center provides-in-house childcare, and has three community rooms that can be divided for smaller gatherings, or combined for large gatherings. The center offers monthly memberships, or can also be used by non-members for a fee, and offers individual use of the facilities, and also programmed classes and activities for both adult and youth users.

The Wellness Center was a top priority of the previous master plan. The planning, design and construction of the facility shows the Department's commitment to continuing the successful growth of park facilities for the City.









WEST LAFAYETTE MUNICIPAL POOL

- **SPECIAL USE FACILITY**
- **2.5 ACRES**
- **1200 NORTH SALISBURY STREET**

The City's municipal pool is located behind the former Happy Hollow Elementary School, and is a complex of three different pools, totaling a 250,000 gallon capacity. The main pool ranges in depth from 3 ½ feet to 12 ½ feet between its lap lanes and diving well, which has two low diving boards. Adjacent to the main pool are an intermediate pool with a depth range from 1 ½ to 3 feet, and a wading pool which is less than one foot in depth. The pool has been operational in its current form for nearly 60 years, and has undergone a number of maintenance upgrades to liners and pumps in that time. While still functional, ongoing maintenance costs continue to increase as the facility ages. It is projected that in the near future, the need for another significant repair or the exploration of a replacement aquatic facility may need to take place.





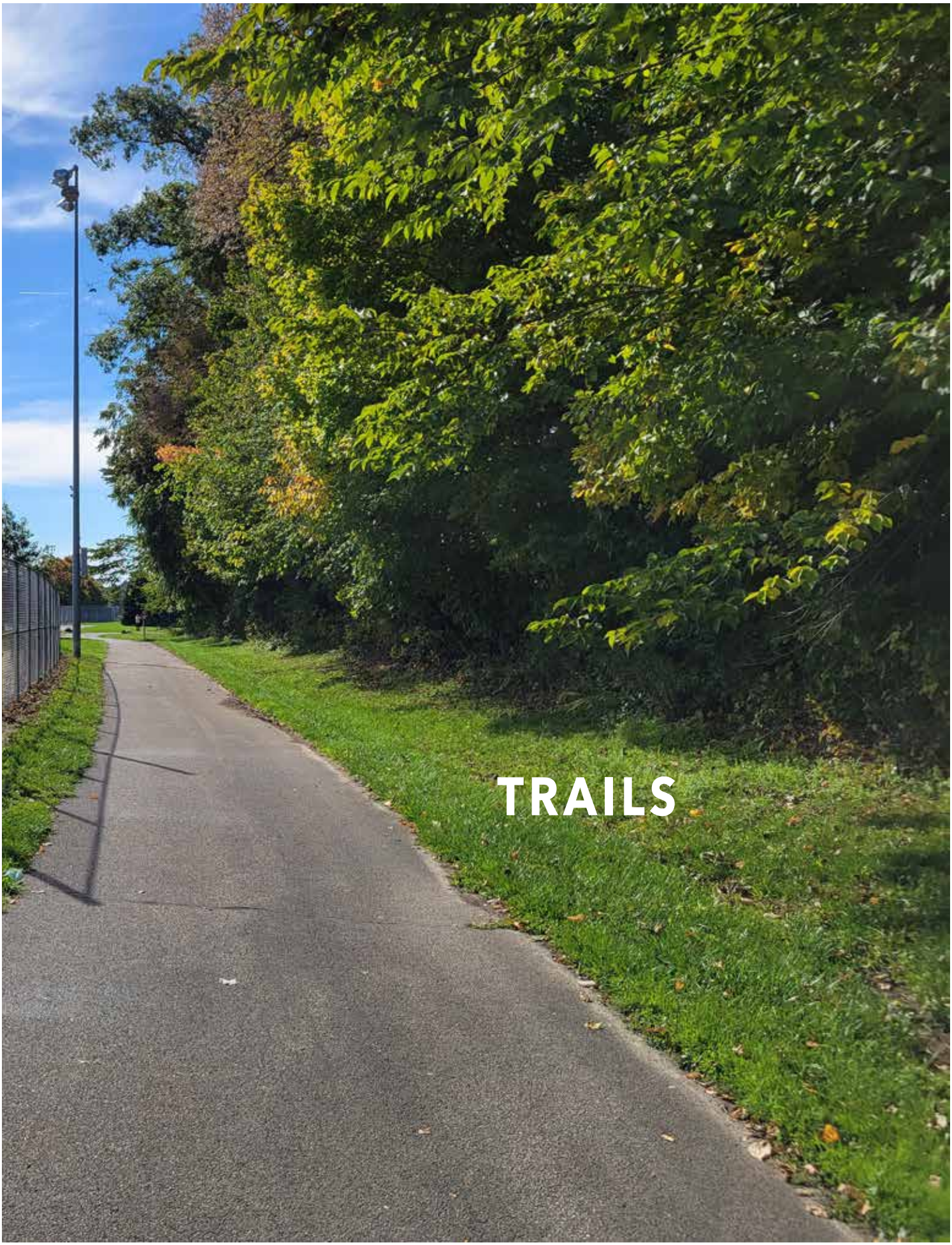
COMMUNITY BAY AT PURDUE UNIVERSITY BOATHOUSE

- **SPECIAL USE FACILITY**
- **500 BROWN STREET**

In one of the few locations where the Wabash River can be accessed from West Lafayette, just north of Tapawingo Park, Purdue Rowing has constructed a Boathouse along with a nearby launch point. Within this boathouse is a Community Bay for use by the West Lafayette Parks and Recreation Department. Currently, the garage bay is rented by the Parks and Recreation Department for patrons to store canoes and kayaks and have close access to the river. Due to topographic changes at the bank of the Wabash River, an accessible route is not currently available from the Boathouse to the launch point.






TRAILS

MULTI-USE TRAILS

Multi-Use Trails are paved paths to accommodate bicycle and pedestrian traffic and to provide connections between neighborhoods, parks, or other key points within the community. They are typically not isolated to an individual parcel, but oriented linearly either in existing transportation routes or dedicated corridors.

NORTHWEST GREENWAY TRAIL

- **MULTI-USE TRAIL**
- **18.1 MILES**

The Northwest Greenway Trail traverses the northern portion of West Lafayette. In total measuring more than18 paved miles, the furthest point of the trail stretches northwest from Trailhead Park, around the Tippecanoe Memory Gardens, and ultimately reaches into Hadley Forest, on the southeast shore of Hadley Lake. Another spur of this trail heads south from Trailhead Park through a commercial and office area, south to the intersection of Northwestern Avenue and Cumberland Avenue. At this location, there is a trail connection west to the Cattail Trail, or east to another multi-use trail along Cumberland Avenue. The trail along Cumberland Avenue ultimately reconnects to the Northwest Greenway Trail at Cumberland Park, and heads north toward Kalberer Road. The longest stretch of this trail runs east-west along Kalberer Road, reaching from Trailhead Park on the west, to Soldiers Home Road on the east. The Northwest Greenway Trail directly connects two park properties, Trailhead Park and Cumberland Park, including the West Lafayette Wellness Center and also the West Lafayette Athletic Complex south of Cumberland Park. The trail is also within close proximity to three additional park sites including Peck-Trachtman Park, University Farm Park, and George E. Lommel Park.







CATTAIL TRAIL

- **MULTI-USE TRAIL**
- **10.6 MILES**

The Cattail Trail offers a variety of terrain and scenery as it crosses the western portions of the City. At its northernmost point at the intersection of Northwestern and Cumberland Avenues, the trail connects to the Northwest Greenway Trail. At its southernmost terminus, the trail connects to Pickett Memorial Park, Purdue intramural facilities, and the Purdue Horticulture Park. Connecting commercial, residential, and recreational areas along the corridors of Cumberland Avenue, Lindberg Road, and McCormick Road, the trail is separated from vehicular traffic, and provides adequate space for bi-directional, multi-modal usage for bicycles and pedestrians. The trail also travels through the Celery Bog Nature Area, providing users a more serene walk or ride through wooded uplands, tallgrass prairies, and connections to the park's rustic trails through the lowlands of the bog.





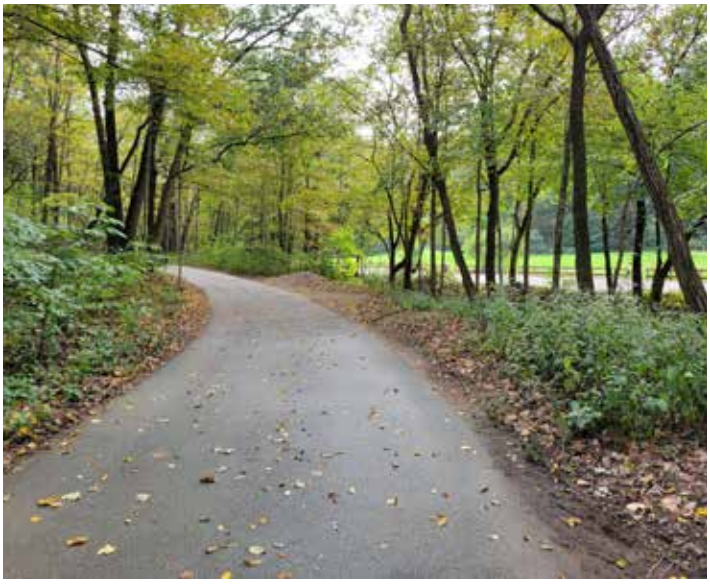


WABASH HERITAGE TRAIL

- **MULTI-USE TRAIL**
- **10.7 MILES**

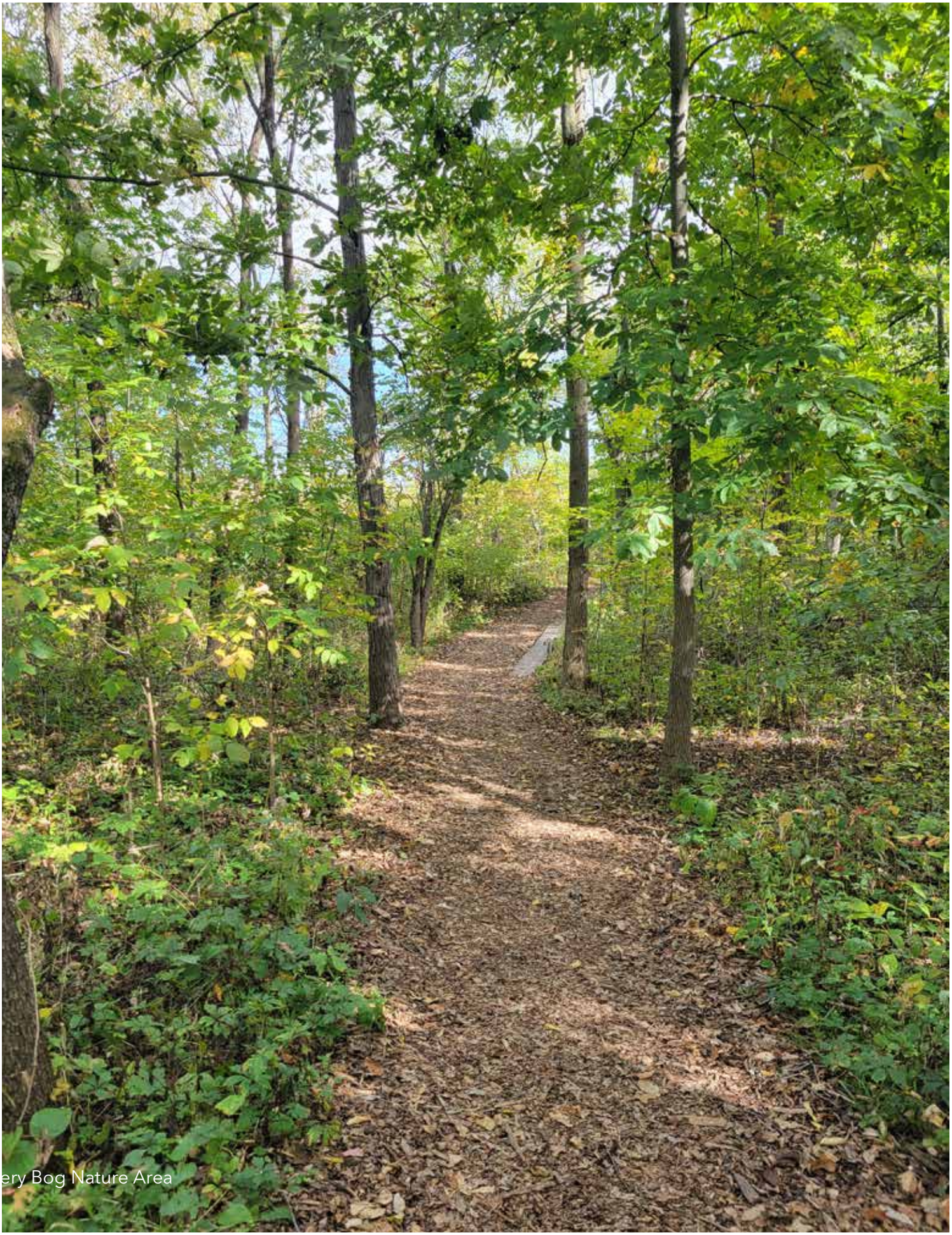
The Wabash Heritage Trail begins in the northern reaches of Happy Hollow Park, and follows Happy Hollow Creek as it descends toward the river. Making a short, roadside detour along Highway 43/North River Road, it finally connects to the river through Wabash Heritage Trail Side Park, where it then follows the west bank of the river to the south, past the Purdue Crew Boathouse and Brown Street Overlook, and then into Tapawingo Park. Through Tapawingo Park, the trail makes numerous connections to street-level amenities such as the Riverside Skating Center and the Sonya J. Margerum Fountain and the John T. Myers Pedestrian Bridge, before crossing beneath the Wabash Bridge at Columbia and South Streets. At this juncture the trail continues south, but as it reaches the City Limits, falls under Tippecanoe County jurisdiction. The West Lafayette Parks and Recreation Department's portion of the Wabash Heritage Trail is part of a larger network of trails along both the east and west banks of the Wabash River. The potential is high for this corridor to connect to other trail corridors and park properties, specifically to the north through Mascouten Park, and eventually even further to the Tippecanoe County Amphitheater Park.

In general the trail is well maintained, although there are portions that are within the floodplain of the Wabash River and do show signs of wear from occasional flooding. At times where the river rises, portions of this trail are fully submerged, and may take time to drain, making the trail impassable. The trail also connects numerous park facilities and other local landmarks. Educational signage and wayfinding is located along the trail at key points and contains trail data such as distance, elevation change, and typical and maximum grade and cross slopes to the next destination. The signage encourages trail users to explore more of the trail itself, or the park system it connects.









ery Bog Nature Area

ACCESSIBILITY

As stated in the previous master plan update, the West Lafayette Parks and Recreation Department strives to provide a wide range of accessible programs, events, and facilities for individuals of all abilities. The City approved their first ADA Transition Plan in 1992. The plan was updated in 2012 and again in 2021. The transition plan provides goals, policies and needs associated with providing comprehensive accessibility in public facilities across the city.

The 2012 transition plan included an ADA assessment for city facilities, parks and trailhead to ensure compliance with accessibility regulations. The ADA Evaluation Reports are posted on the City of West Lafayette website and will be reassessed and updated by the end of 2022. Reports associated with Department parks include:

- Lilly Nature Center
- West Lafayette Municipal Pool
- Paula R. Woods Park
- Riverside Skating Center
- Tapawingo Park
- Cumberland Park



- Happy Hollow Park
- Lommel Park
- Mascouten Park
- Trailhead Park
- University Farm Park

Other park facilities which do not have evaluation reports posted on the City's website, but which will be assessed in the 2022 assessment include:

- Lincoln Park
- Peck-Trachtman Park
- Tommy Johnston Park
- Northwest Greenway Trail
- Cattail Trail
- Wabash Heritage Trail

City ADA Coordinator

As a part of the 2021 updated transition plan the City of West Lafayette appointed a 13 person committee with each city department represented on the committee. This committee provides perspectives and communication for all area of the City's day-to-day operations. The ADA Coordinator is listed as:

Karen Hurtubise
Margerum City Hall
222 N. Chauncey Avenue
West Lafayette, IN 47906

Notice of ADA Compliance is posted on the City website and published in public meeting announcements. A grievance procedure has also been outline in the most recent transition plan. The grievance procedure can be found online at: https://www.westlafayette.in.gov/egov/documents/1639610289_6188.pdf.

While a detailed assessment will be conducted by an ADA consultant in late 2022, this plan assessed each park for general compliance issues. The following site specific recommendations are not intended to replace the detailed ADA assessment but to complement them. These recommendations are also intended to be implemented in phases over time. Site specific improvements include:

- Paula R. Woods Park - the playground does not have an accessible route from the directly adjacent Vine Street. However, the Lawn Avenue entrance does have an accessible route but the slope requires handrails on both sides to be in compliance. Railing should be added along the accessible route where the grade is 1:12 or greater.
- Celery Bog Nature Area - Many of the pathways through the natural area have cross-slopes which exceed guidelines. Although this would require a significant investment to correct at one time, the Department can develop a plan to correct the trails in phases to keep the costs manageable. As trails require repair or repaving, grading should be incorporated to correct the cross slopes to no more than 2%. A strategy for regular investment to replace trails could also be developed for phased improvement.
- There is no accessible route from the Purdue Boathouse to the nearby launch point on the Wabash River.

The Department has worked diligently to correct compliance issues with accessibility of its parks, facilities and programs. When assessing the parks some general challenges regarding accessibility were identified in several parks. These include the following:

- The use of wood mulch as a playground surface is not ideal, but acceptable. However, this requires routine replenishment as the material breaks down and settles. A number of the play areas had low mulch elevations, which made transfer platforms inaccessible for children in mobility devices, and while concrete ramps were often present as a transition from the adjacent sidewalk to the play surface, low mulch levels create an excessive, non-compliant transition between the two materials.
- Some park sites and facilities are not accessible by public transportation, and therefore not available to users who rely on public transit. The Department is working with CityBus to extend routes to all parks including to the Wellness Center.
- Companion space beside benches for wheelchairs should be incorporated with at least 25% of benches including companion space. Happy Hollow Park is a good example of where these improvements have been implemented.
- Many of the parks located within neighborhoods do not have off-street parking. While the majority of park visitors are traveling to the park by foot or bike, accessible spaces should be designated within on-street parking. An accessible route should then be provided from the accessible space to the main elements of the parks including buildings and playgrounds.
- As accessible routes age, rises greater than 1/4" can appear causing accessible routes to fall out of compliance with ADA regulations. The Parks and Recreation Department should monitor accessible routes and develop a schedule for regular replacement of these hard surfaces as they age.
- Park signage is not always mounted at the proper heights to be compliant. The detailed ADA assessment will help to identify signage that can be modified to be in compliance. This includes exterior and interior signage.

PROGRAMS

The many programs offered by the West Lafayette Parks and Recreation Department provide residents with a variety of recreational opportunities. These programs also help advance the Department by drawing visitors into the Department's many parks and trails. The programs offered by the Department include opportunities to learn, exercise, explore, interact socially, and connect with their environment.

The Department strives to provide programs that are inclusive to all groups regardless of race, gender, economic status, sex, age, or ability. The Department continues to offer new programs to address any areas that may fall short in providing a completely inclusive experience.
The Department supports several seasonal activities as well as year-round programming primarily located at the Wellness Center. The Department's continued efforts to provide additional programming is supported by partnerships, memberships, and committees.

The West Lafayette Parks and Recreation Department provided a database of existing programs hosted by the Department. The raw data is included in the appendix. The following analysis was performed utilizing this data. However, it is important to remember that the programs offered during the 2021 analysis year were influenced by the pandemic which was still ongoing. Many programs were paused or discontinued during the pandemic and are sometime still limited due to ongoing restrictions.



Program Quantity & Pricing

The Department hosted approximately 150 programs during 2021. Multiple sessions were available for the majority of the programs resulting in approximately 867 different sessions offered during a pandemic year. The average cost of a program in 2021 was $70. The lowest cost for a program was $12 with nearly 20 programs offered for free. The highest priced programs were $250 but included week long camp programs.

Program Locations

The majority of programs were held at the Wellness Center and Margerum City Hall. The remaining programs are primarily held at the Celery Bog Nature Area (Lilly Nature Center) and the Municipal Pool. The Department hosts several programs at other city parks and at West Lafayette School facilities. The chart to the right includes a summary of program locations.

Program Overview

Indoor Recreation

The previous master plan noted that the majority of indoor recreation programs provided by the Department were located at City Hall (formerly the Morton Community Center). Since that time, the Wellness Center was built and a large portion of the indoor programs were moved to the Wellness Center. Programs still located at City Hall are largely focused on art and performing arts such as dance classes.

Location	Total Programs	% of Total
Wellness Center	30	20
Celery Bog Nature Area and Lilly Nature Center	15	10
Cumberland Park	5	3
Riverside Skating Center	6	4
Margerum City Hall	52	35
Municipal Pool	14	9
West Lafayette Schools	17	11
Riverside Skating Center	6	4
Happy Hollow Park	1	.6
Tapawingo Park	1	.6
Other	2	1.3

Aquatics

Aquatic programs have always been in high demand. Before the Wellness Center, these programs were only held during the warm months. The Wellness Center now hosts aquatic programs year-round with the Municipal Pool supplementing with additional programs during the summer.

Natural Area Experiences

West Lafayette residents consistently identify the natural opportunities of the Parks and Recreation Department as one of the best assets of the city. Residents utilize these areas for outdoor recreation but also commented on the opportunity that these areas create for environmental education both from a historic perspective but also in terms of preserving these areas for future habitat and environmental health.

Senior Programs

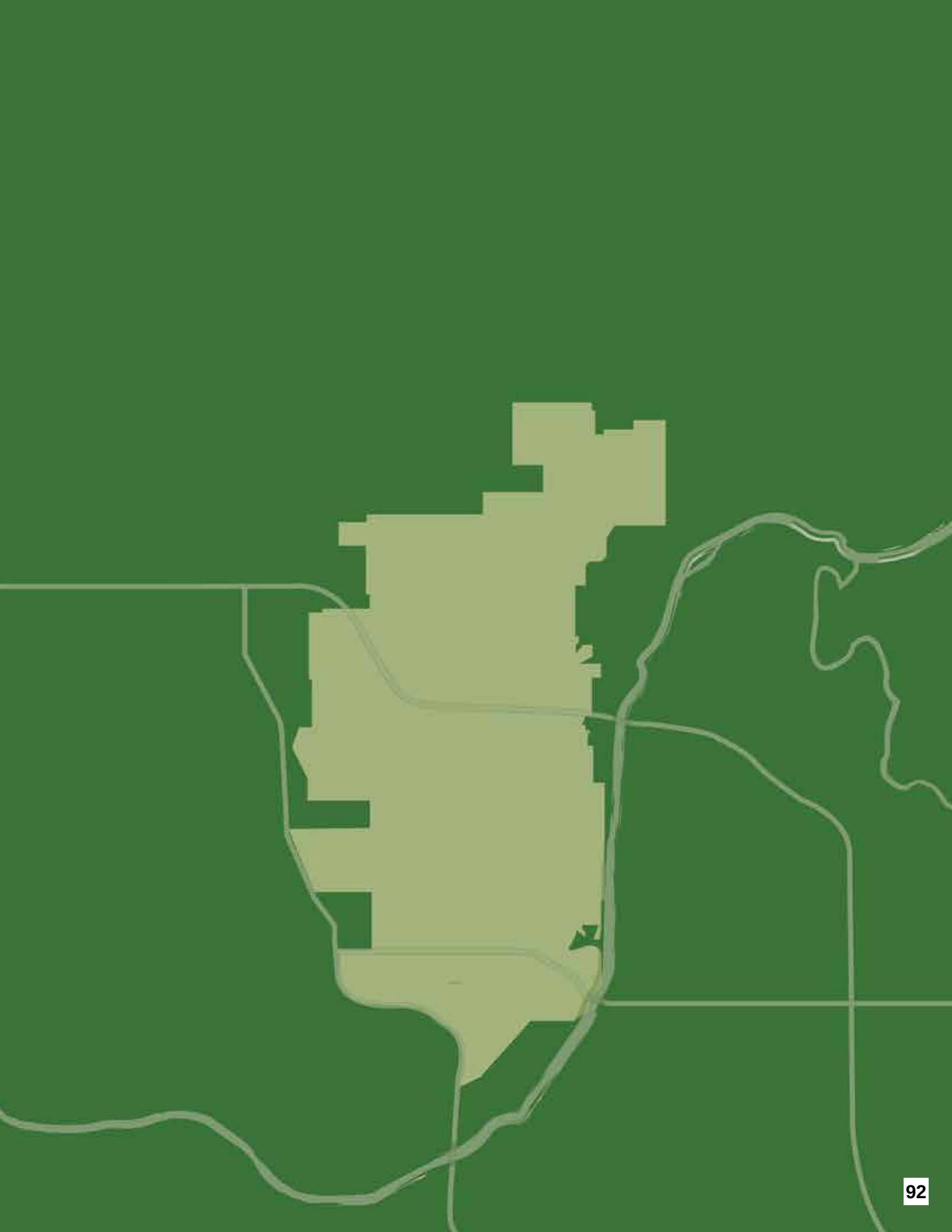
As West Lafayette continues to age in place, demand for senior specific programs will likely increase. The Department has developed additional senior programs since the last master plan update and should continue to implement additional programs specifically for seniors.

Athletic Programs

Many public school corporations across the country have been able to dedicate a certain amount of their funds to develop their athletic facilities. Although there may be some restrictions in terms of access, these facilities are public. Parks Departments recognize the opportunity to focus their limited funds in different directions because of the attention that schools are putting on athletics. West Lafayette Parks and Recreation Department has athletic programs that are focused on adult leagues but also provides a number of indoor youth leagues at the Wellness Center.

Special Needs Programs

With the exception of the seated Tai-Chi, the Department does not currently offer programs specifically for people with special needs. However, the Parks and Recreation Department does strive to accommodate those with special needs as much as possible within their existing programs. The Department continues to evaluate their programs and make improvements to accommodate people with all abilities and needs.



3

Needs Assessment

WEST LAFAYETTE
parks and recreation



3

Needs Assessment

HEARING FROM THE COMMUNITY

DRAFT

The needs assessment process is necessary to better define and understand the needs and priorities of a community. Through a series of evaluation and analysis processes, including public input, the needs and priorities of the community are identified and become the foundational framework for the recommendations of the plan.

This chapter includes a summary of the public engagement process, level of service study and benchmark analysis for the City of West Lafayette Parks and Recreation Department. Information can be found in the appendix for full results of the public input meetings and community survey.

PUBLIC ENGAGEMENT

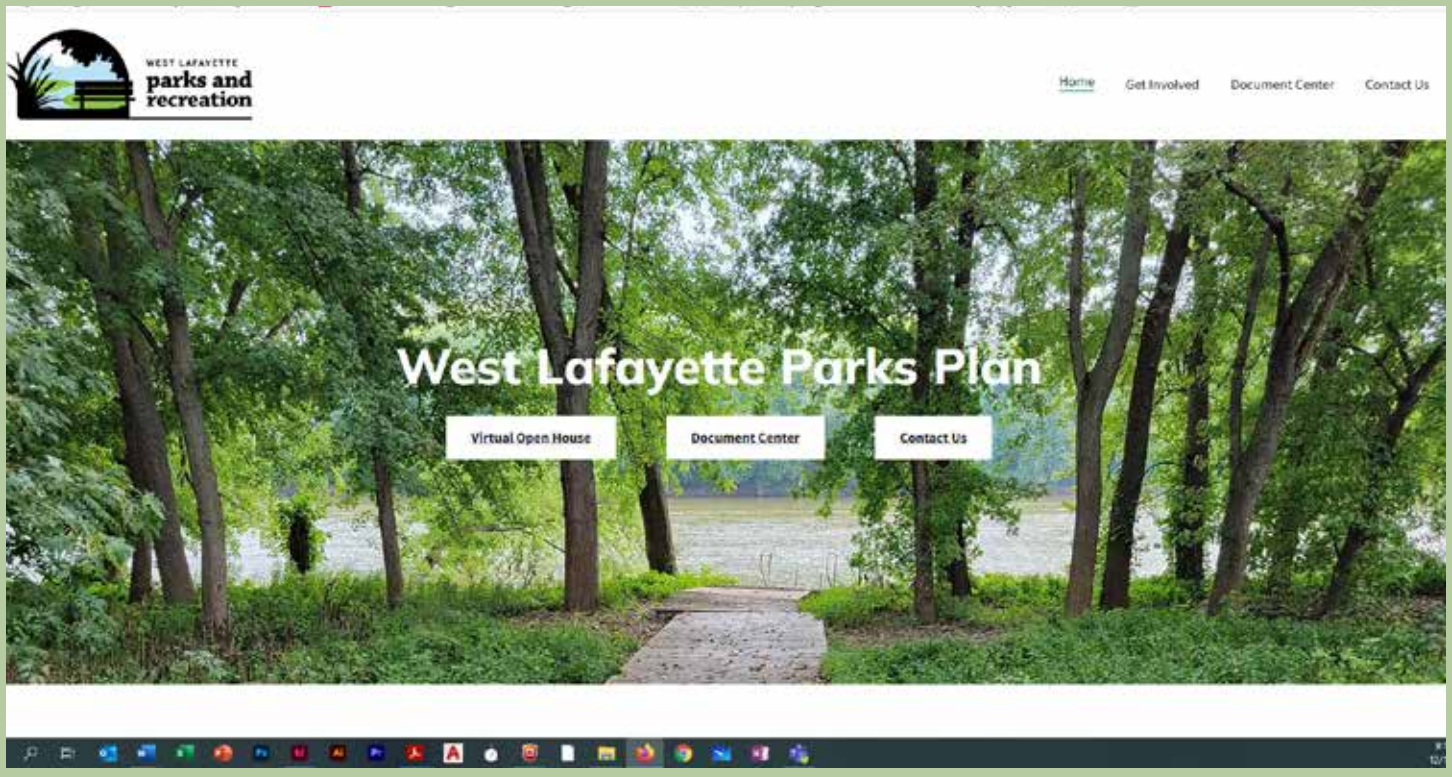
Public involvement in the planning process informs the recommendations for the future of the parks system. Recommendations must reflect the needs and expectations of the public to remain current. Engagement is also important to show the intentional planning of the Parks and Recreation Department and to share the goals and vision for the future improvements. Public outreach efforts build trust and show that the public has a stake in park planning and that their opinions and perspectives are valued.

Delivering a community-oriented system of parks and recreation programs requires that the master plan is well supported by the community. Public engagement strategies are executed to gain an understanding of what the community perceives as important to improve the system. The Parks and Recreation Department receives input from the community on a daily basis which informed this planning process. In addition, several methods of outreach were completed to involve the community in the process. These included:

- Project Website
- Steering Committee Meetings
- Community Survey
- Parks & Recreation Staff Survey
- Focus Group Meetings
- Public Open House #1 (in-person and virtual)
- Public Open House #2 (in-person)
- Public Meeting + Open House #3 (in-person)

PROJECT WEBSITE

The website for the master plan process included updates as the project progressed. There were multiple opportunities on the website for the public to engage or respond to the questions and ideas presented as a part of the planning process. The community survey and virtual meeting were hosted on the project website at www.westlafayetteparksplan.com. Input received through the website was incorporated with other input received throughout the process.



STEERING COMMITTEE/ FOCUS GROUP MEETINGS

A Steering Committee of community members was formed to guide the master plan process. Meetings were held throughout the process to update the committee and garner input on topics. Meetings were held at the Wellness Center at 1:00 p.m. and included both a virtual option through Zoom and in-person option. Meeting dates included:

- Meeting #1 - September 5, 2021
- Meeting #2 - October 6, 2021
- Meeting #3 - November 17, 2021
- Meeting #4 - February 3, 2022

The Steering Committee was made up of 12 people invested in the parks system including Parks Department staff, Park Board members, Parks Foundation Board members and health and wellness experts. The primary focus of this group was to share their knowledge and experience working in the parks system. Discussions centered around what was most valued and what elements or programs were missing in the parks system. This group was also charged with reaching out to members of the community to share the planning process but also to gather opinions on what improvements are needed for the parks system. This group was also responsible for helping get the word out into the community for the project including where they could provide feedback and information on the community survey and public meetings. The Steering Committee was involved in developing and prioritizing plan recommendations later in the plan process.

Small group, or focus group, meetings were also used to gather input. The focus groups were conducted over the course of one day on November 3, 2021, at the Wellness Center through a combination of in-person and virtual meetings. Meetings were held at 11:00 a.m., 1:00, 2:00, 3:00 and 4:00 p.m. A variety of community members were invited to participate. In total, 35 people from various facets of the community (including residents, park volunteers, city board and commission members, businesses, and city staff) attended the focus group meetings. Those invited to participate in the meetings received the following questions in advance:

- What do you like about the existing park system in terms of facilities and programs. (What are the assets of the parks?)
- Which parks and what facilities do you use?
- Which programs do you or your family participate in?
- Imagine for a moment what your ideal park would look like and have in it. If that ideal park were a West Lafayette park, what would that park include?
- Of parks that you have visited elsewhere, what have you seen that you would like to have in the West Lafayette parks?
- What improvements, if any, are needed at any of the parks?
- How do you receive information about park programs and activities?
- What types of community activities do you participate in at the parks? What kinds of community activities would you like to have in the parks?

COMMUNITY SURVEY

The community survey was administered online through the project website and was advertised through the Parks and Recreation Department's website and distributed through email lists. Hard copies of the survey were available upon request and were provided at the first public meeting. The survey received 626 responses with 75% of those living in West Lafayette. A wide range of ages participated in the survey with nearly 50% between 31 and 50 years old and 30% aged 51 and older. The survey included questions related to what participants perceived as facilities which needed improvements along with what new facilities and programs are desired. The survey also included questions regarding the preferred source of funding for new improvements and programs. A summary of survey results is provided here with the full survey results available in the appendix.

CONDITION OF EXISTING PARKS

When asked how often participants visit West Lafayette parks, 47% responded weekly with 23% visiting parks 2-3 times per month. The most visited parks were Happy Hollow Park (79%), Celery Bog Nature Area (65%), Cumberland Park (57%) and the Wellness Center (45%). Tapawingo Park (32%) and Wabash River Trail Side Park (22%) were close behind.

The majority of respondents thought the physical condition of parks was excellent with a smaller percentage viewing the condition of parks as average (See Figure 6). The perception of access to parks for people with disabilities varied with most people rating access as average (See Figure 7).

Figure 8 on the adjacent page illustrates the most utilized Parks & Recreation Department facilities. Trails received the most responses with over 80%. There were 5 facilities that received responses between 50% and 35% showing the wide use of facilities throughout the parks system.

Q: How would you rate the physical condition of West Lafayette Parks and Recreation Department's parks and facilities? (select one)

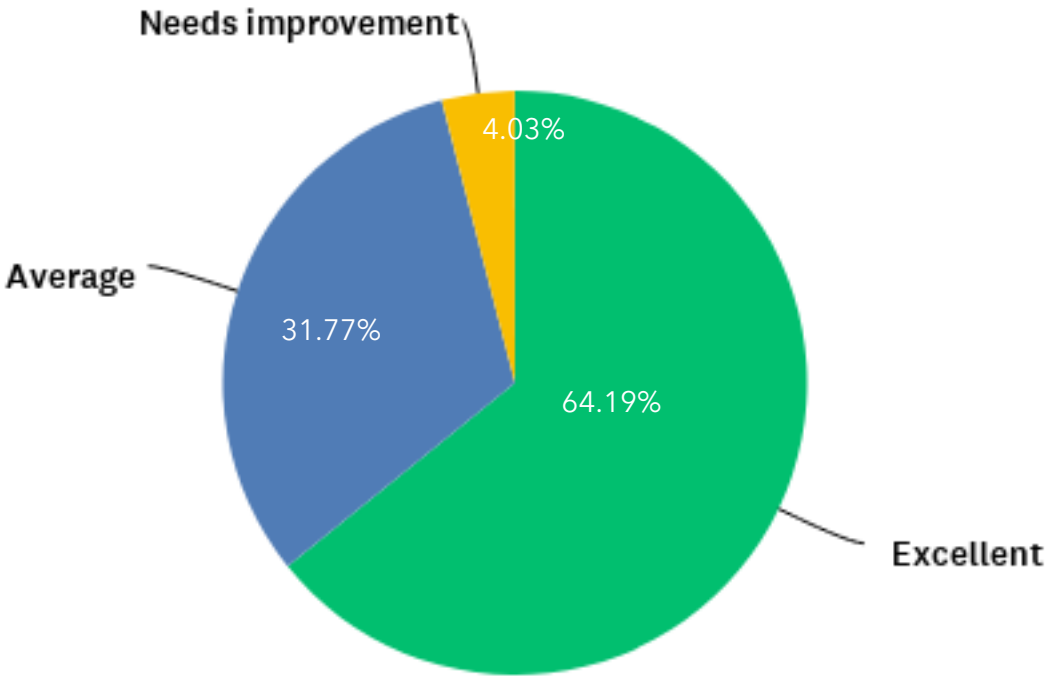


Figure 6

Q: If you or someone with disabilities in your family, please rate the accessibility of parks and facilities in West Lafayette for people in wheel chairs or with limited mobility? (select one)

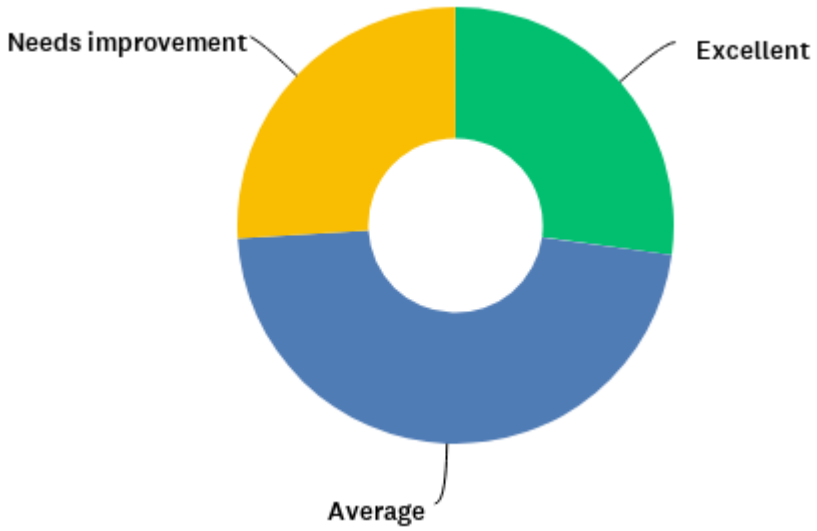


Figure 7

Q: What facilities do you use in West Lafayette Parks and Recreation Department's parks? (check all that apply)

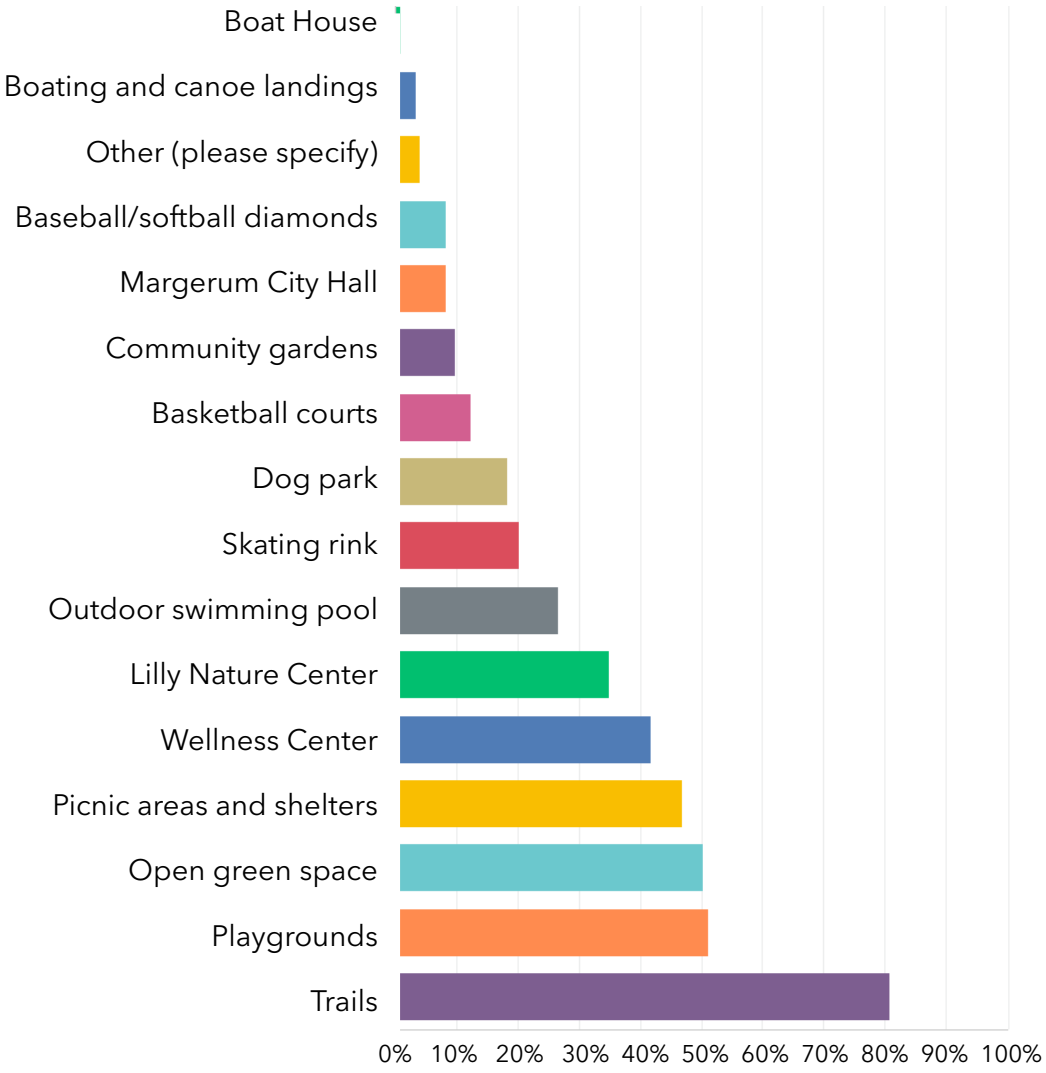


Figure 8

DEMAND FOR NEW FACILITIES & ACTIVITIES

When respondents were asked what they would like to see added to the parks network, additional trails and paths received the most responses with 48%. Public gardens, splash pad, and restrooms all received responses in the 30% range. Figure 9 illustrates the wide variety of facilities that are in demand by residents. To meet these needs, the Parks and Recreation Department should focus on facility types that don't currently exist in addition to adding more of those facilities that are in high demand.

PREFERRED FUNDING SOURCES

A resounding 89% of respondents support more investment into West Lafayette parks (illustrated in Figure 10). Survey respondents would like to see a balanced approach to funding these improvements utilizing all of the funding mechanisms available to the Parks and Recreation Department (See Figure 11)

Q: I would like to see the West Lafayette Parks and Recreation Department add the following things: (check all that apply)

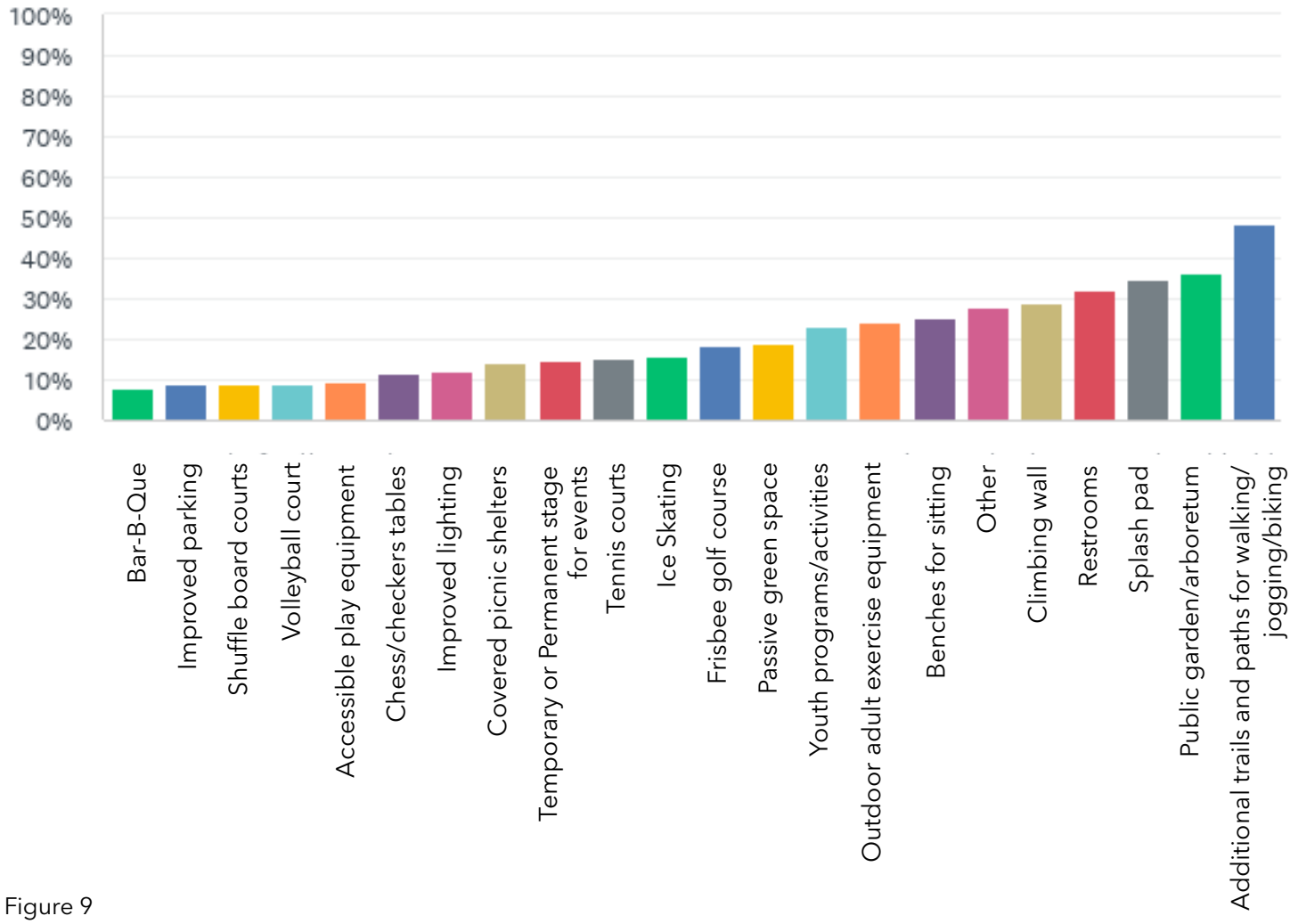


Figure 9

Q: Would you like West Lafayette to invest more money in the parks? (check one)

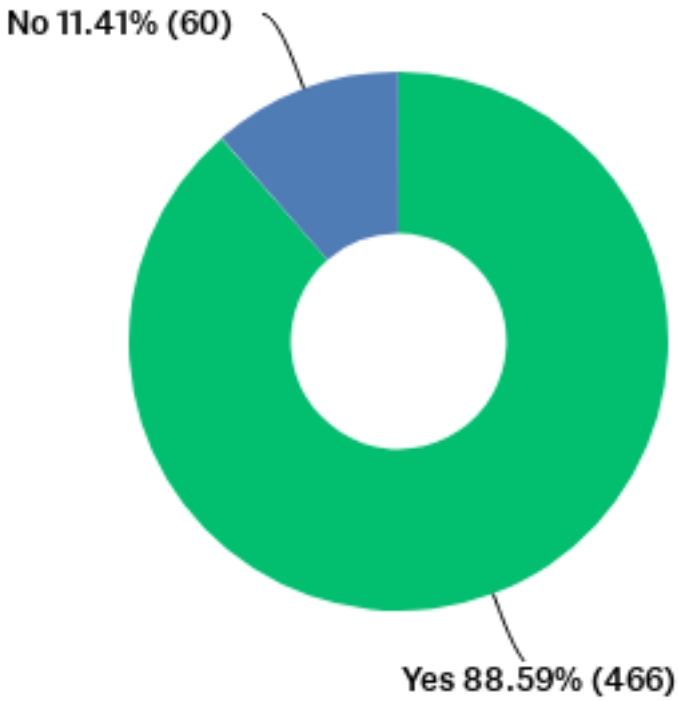


Figure 10

Q: How would you like West Lafayette Parks and Recreation to pay for new amenities in the park? (check all that apply)



Figure 11

PUBLIC MEETINGS

November 3, 2021
Location: Wellness Center
Time: 5:00 - 7:00 p.m.
Attendees: 32

December 8, 2021
Location: Wellness Center
Time: 5:00 - 7:00 p.m.
Attendees: 62

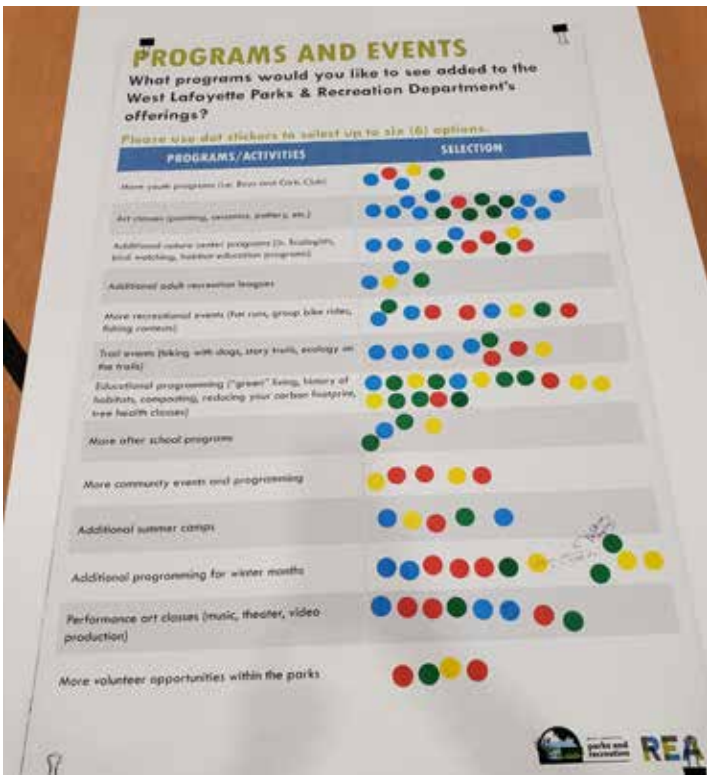
March 10, 2022
Location: Wellness Center
Time: 6:00 - 8:00 p.m.
Attendees: 24

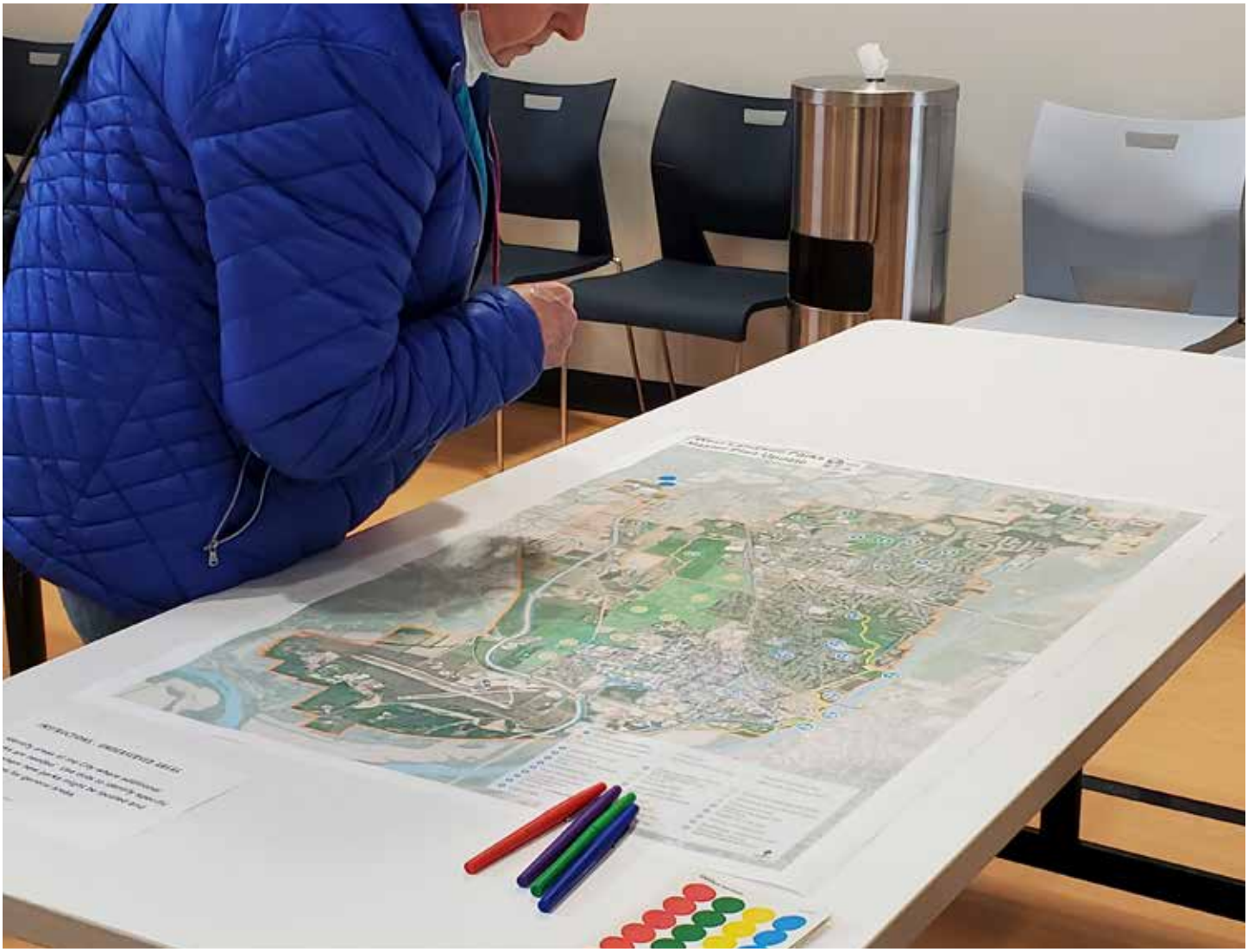
Public Meeting #1 - A public meeting was held on November 3, 2021, from 5:00-7:00 p.m. at the West Lafayette Wellness Center. A virtual meeting was held the following two weeks with access through the project website. Announcements for the public meetings were distributed through the Parks and Recreation Department's extensive contact list, through the project website, and with flyers. The in-person and virtual meeting included over 42 community members.

The open-house format was utilized for the first public meeting and included several exercises to engage the public. The focus of this public meeting was to determine existing parks that might need improvement, proposed facilities that were missing or lacking in the existing network, and ideas for new recreational programming. Existing conditions,including aerial maps and photographs for each park, were utilized at stations. Project staff engaged with residents to gather input on how residents viewed the current parks system. In addition, comment sheets were provided for residents to record their individual comments. Two "parking lot" exercises were also utilized to ask for other ideas or priorities that might not have been shown in the exercises.









Mapping Exercise at Public Meeting #1

Comments from the public meeting correlated closely with the comments that were heard at the Stakeholder meetings including:

- Need for splash pad
- Additional dog park
- Additional trails with focus on priority connections that need to be made within the existing trail network
- Additional (and larger) community gardens
- Additional park lands as the city grows
- More natural areas with trails and boardwalks
- Nature playground
- Would like to see additional educational programs focused on nature and habitat
- Would like to see the return of art classes that were paused during pandemic and formerly located at the Morton Community Center



Public Meeting #2 - A public meeting was held on December 8, 2021, from 5:00-7:00 p.m. at the West Lafayette Wellness Center. Announcements for the public meetings were distributed through the Parks and Recreation Department's extensive contact list, through the project website, and with flyers. The open-house format was utilized again for the public meeting allowing people to come anytime during the time period. Interactive exercise stations were again set up around the room to engage residents.

The focus of the second open house was to gather input on proposed recommendations for the parks network. Illustrations showing potential improvements to multiple parks were provided including:

- Happy Hollow Park
- Mascouten Park
- Cumberland Park
- Peck-Trachtman Park
- Tommy Johnston Park
- Tapawingo Park
- Lilly Nature Center
- Wabash Heritage Trail Extension



Improvements to these parks included increased parking, new and expanded playgrounds, a splash pad, dog park, more natural areas with walking paths and increased access, expansion of nature center classrooms and the extension of the Wabash Heritage Trail.

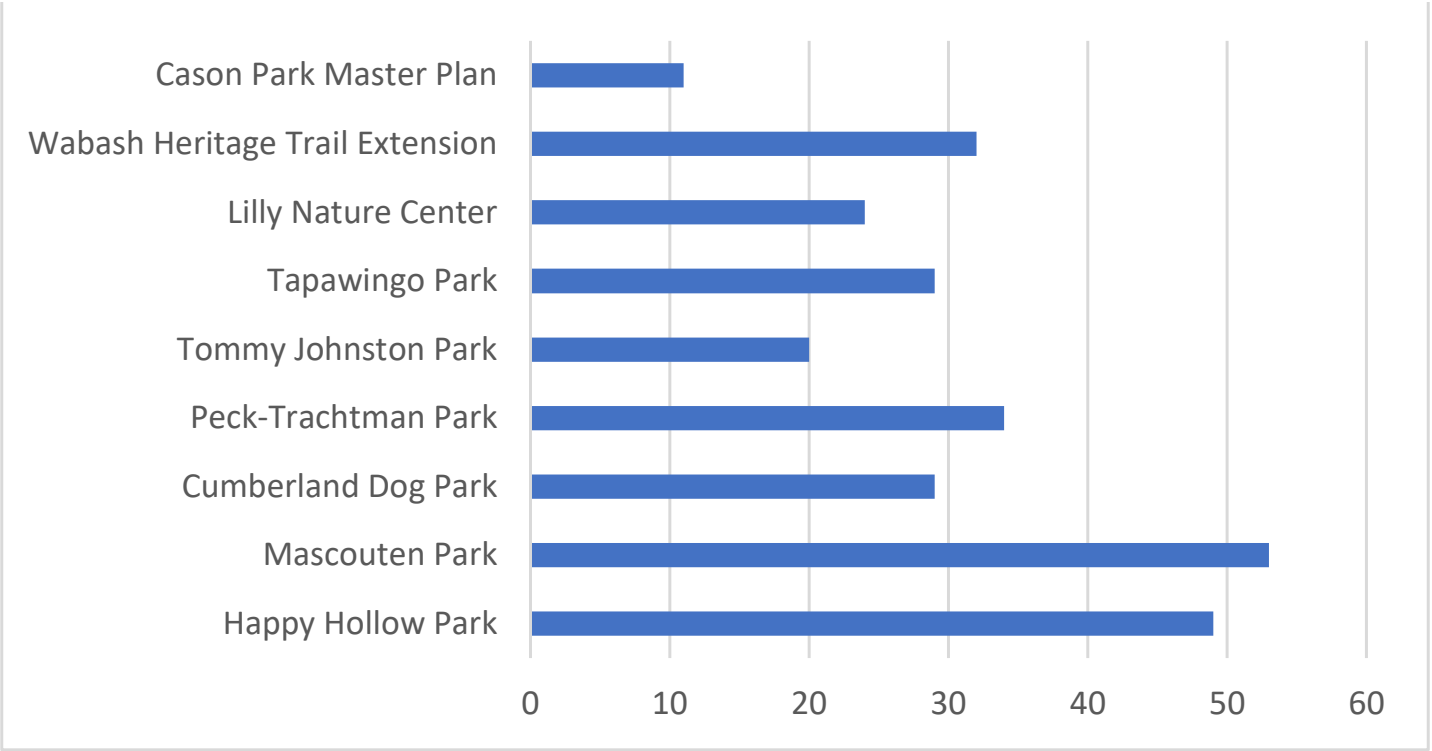
Attendees of the meeting provided input for the improvements in individual parks while also "voting" on how they would like to see improvements implemented in the next five years. The "voting" exercise showed a relatively balanced view on the desired order of improvements with Mascouten Park and Happy Hollow Park improvements with the most "votes" (See Figure 12).

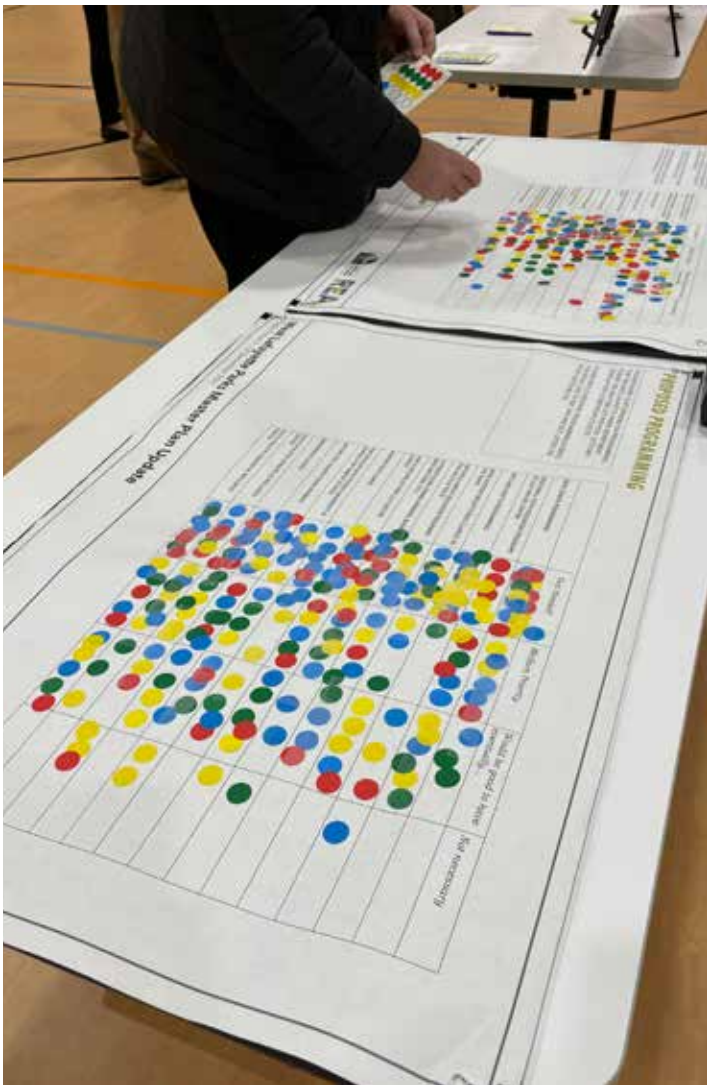
A "parking lot" station was again provided for additional comments or impressions of the recommendations illustrated at the public meeting. Overall, the response towards the proposed recommendations was positive. Participants agreed with the proposed improvements and were enthusiastic about the potential changes. Happy Hollow Park is always recognized as one of the most beloved parks within the city and the potential to improve the natural setting, vehicular and pedestrian circulation, and provide additional play opportunities was very well received. Mascouten Park was identified as an underutilzed area along the Wabash River. Residents appreciated the efforts to preserve the woodland stand in the park while providing additional access through walking trails.

Public Meeting #3 - A public meeting was held on March 10, 2022, from 6:00-8:00 p.m. at the West Lafayette Wellness Center. Announcements for the public meetings were distributed through the Parks and Recreation Department's extensive contact list, through the project website, and with flyers posted around the city. The third public meeting included a presentation at 6:00 p.m. followed by an open-house format allowing people to come anytime during the time period.

The focus of the third public meeting was to present the draft master plan to residents. A presentation was given to introduce the plan process and priority recommendations for the Department over the next five years. A question and answer session followed the presentation with an open-house after the Q&A. Sign-in sheets for the public meeting can be found in the appendix.

Figure 12 - Priority Station Results







PUBLIC INPUT KEY TAKEAWAYS

Eight common themes emerged from the public engagement process. Elements from each of the common themes were folded into the recommendations vetted at the second public meeting. The responses from the second public meeting further emphasized the desire of the community to include the following themes in future park planning.



Happy Hollow Park



Tapawingo Park

IMPROVEMENTS TO HAPPY HOLLOW PARK

Happy Hollow Park is seen as one of the most treasured parks in the West Lafayette Area. With opportunities for different types of play and activity the park is heavily used. The public recognizes the heavy use has impacts on the park as well as the impacts of the natural topography of the park at the base of hills. Many of the comments regarding Happy Hollow Park included improved maintenance in addition to future improvements.

NEED FOR A COMMUNITY SPLASH PAD

The need for a community splash pad was heard in almost every meeting held during the input process. Community splash pads were identified as a missing component of the parks and recreation system in the last 5-year planning process. Most people specified smaller splash pads with multiple nozzles and not a large playground inspired splash pad with multiple spray features and overhead elements.

ENHANCED RIVERFRONT ENGAGEMENT

Community members commented on the immense asset of the Wabash River. However, most also expressed the need for the city to better engage with the river and to provide more access for residents. Connections to the river are limited and are often located "behind" commercial uses. Although the challenges of building in a floodplain were acknowledged, residents pointed to other communities, including neighboring Lafayette, where they are continuing to improve their waterfronts in a sustainable and engaging manner.

MORE DOG PARKS

More and more parks departments are seeing an increased demand for dog parks and West Lafayette is no different. Multiple respondents agreed that additional dog parks are needed for the community. The dog park and Happy Hollow Park sees heavy use which makes maintenance challenging. Meeting attendees identified the need for additional dog parks spread throughout the city but also stressed the need for them to be appropriately sited where they are accessible to the community.

MAINTAIN AND ENHANCE NATURAL AREAS

Celery Bog Nature Area and Happy Hollow Park were both identified as one of the most valued assets of the parks network in West Lafayette. The ability to "escape" to nature in the middle of the city was a big reason. Participants agree that these parks should be maintained with as much natural area as possible to both allow community access to nature but also to support habitat in the city. Celery Bog Nature Area was identified as an area that should have careful planning to maintain and enhance the natural area while planning for strategic public access. More intensive uses that might disturb habitat should be avoided. The community also identified the need to provide more natural areas in the more active parks including adding areas of prairie, naturalized plantings in drainage basins, and shade trees throughout all of the parks.

CONTINUED CONNECTIVITY WITH TRAILS

The trail network in West Lafayette is a well developed network which connects many areas of the city. The tail network was identified as another asset of the parks network. Residents would like to see trails continue to be a priority for the Parks & Recreation Department with both large recreational loops and smaller neighborhood connections to parks. Ultimately, residents would like to go shopping, run errands, and visit parks without having to use their cars.

FLEXIBLE GREEN SPACE

While organized sports are a big part of resident's lives, participants in the input process recognize the number of these types of facilities that are available through the school corporation. However, limited hours and increased security measures at school properties has created a need for flexible green spaces which can be used for open play or for organized sports such as soccer and field hockey. Participants recognize the need to provide these facilities while also having enough natural land and that the two uses can sometimes be in conflict with each other.

MORE EDUCATION PROGRAMMING FOR ALL AGES

Educational programming is always in demand. The programming provided by the Parks and Recreation Department has grown exponentially with the opening of the Wellness Center. The Lilly Nature Center continues to offer more programming for environmental and habitat education. Community input supports more programming within a balanced budget and acknowledged that more programming requires additional staff. Another area of programming that was identified for improvement included programs that were located at the former Morton Community Center and paused during the pandemic. Many of these programs included classes more focused on fine arts and require special space and equipment considerations such as kilns for pottery classes.



Celery Bog Nature Area



Happy Hollow Park

BENCHMARK STUDY

The benchmark study was used to compare the West Lafayette Parks and Recreation Department system with similar sized communities which have common geographic characteristics. Geographic characteristics can include cities which have significant area within the floodplain, relative location to major metropolitan areas, and cities with a large university. The results of the benchmark study are shown in Figure 13. Two additional cities were included in this comparison, Indianapolis and Madison, Wisconsin. Indianapolis and Madison were included in the comparison as cities that the West Lafayette Parks and Recreation Department hopes to emulate in the future. The benchmark comparison for these cities is included in the appendix but was not included in the adjacent chart. Both Indianapolis and Madison are considerably larger in size which affects the average and median numbers that are used to compare West Lafayette with cities similar in size.

The results of the benchmark study indicate that the city of West Lafayette compares well with the benchmark communities in most areas studied. Of the cities that were included in the study, only West Lafayette and Bloomington do not utilize park impact fees.

West Lafayette experienced slower growth than Carmel and Westfield but was comparable with Valparaiso which is closer in size to West Lafayette. Although growth was slower in the city many residential developments are being constructed now and there are more on the books for future development. This growth will impact the Parks and Recreation Department both in demand for additional facilities but also the location of parks in areas that are currently not developed.

West Lafayette has a well developed parks system with 464 acres of park land. While the total acreage is below the average amount of park land, the park acreage per population is much closer to the average. The Parks and Recreation Department has already identified the need to expand the parks network to areas of the city that don't currently have parks. Cason Park in the northwestern part of the city is a good example of the Department's efforts.

The Department's focus on expanding their paved trail system is evident in the benchmark study. West Lafayette has more paved trails than all of the comparison cities with the exception of Bloomington. This includes more paved trails than the larger cities of Carmel and Lafayette. The trail network was also identified by the public during the community engagement phase as one of the most valued assets of the West Lafayette parks system.

The benchmark study illustrates the varied strategies of different departments for the demands for sports courts and fields. Some of the cities provide multiple courts and fields to serve organized sports while other departments provide very little. Typically, the philosophy within the departments that provide few of these facilities is to rely on other organizations within the community that are already providing facilities such as soccer fields and tennis courts. This allows those departments to direct their funds towards facilities that aren't currently being provided in the city.

West Lafayette is ahead of both Westfield and Valparaiso in providing a community center. The larger cities within the benchmark comparison have provided a community center but the cities closer in size to West Lafayette have not. The community center was a major investment for the Parks and Recreation Department but the demand for this type of facility can be seen in almost every community. Investing in this facility provides residents of West Lafayette with amenities that are usually found in larger cities. This addition to the parks network is another amenity that residents and businesses are looking for when they are looking to relocate to a city.

Other park facilities not currently provided by the West Lafayette Parks and Recreation Department, but which are included in other benchmark cities, include disc golf course, skate park, and a splash pad.

Figure 13	West Lafayette	Lafayette, IN	Bloomington, IN	Carmel, IN	Westfield, IN	Valparaiso, IN	Average	Median
Population (2020)	44,595	70,783	79,168	99,757	46,410	33,897	62,435	58,597
Population Growth (2010-2020)	6.19%	5.43%	-1.54%	25.97%	54.35%	6.83%	16%	7%
Total Land Area (square miles)	13.81	27.74	23.42	50.17	31.07	16.36	27.10	25.58
Total Land Area per **1,000** population	0.31	0.39	0.30	0.50	0.67	0.48	0.44	0.44
Park Board	Yes	Yes	Yes	Yes	Yes	Yes	N/A	N/A
Number of Parks	15	36	37	15	11	18	22.00	16.50
Total Park Acreage	464.00	700.00	2,273.32	534.84	188.10	708.60	811.48	617.42
Total park Acreage per **1,000** population	10.40	9.89	28.72	5.36	4.05	20.90	13.22	10.15
Total Hard Surface Trail Miles	29.3	7.44	35.39	20.66	13.45	18.75	20.83	19.71
Hard Surface Trail Miles per **1,000** Population	0.66	0.11	0.45	0.21	0.29	0.55	0.38	0.37
Total number of baseball/ softball fields	3	13	16	0	0	12	7.33	7.50
Baseball/ Softball fields per ***1,000*** Population	0.07	0.18	0.20	0.00	0.00	0.35	0.13	0.13
Tennis Courts	0	6	26	0	0	1	5.50	0.50
Tennis Courts per **1,000** population	0.00	0.08	0.33	0.00	0.00	0.03	0.07	0.01
Pickleball Courts	0	12	4	6	0	1	3.83	2.50
Pickleball Courts per **1,000** population	0.00	0.17	0.05	0.06	0.00	0.03	0.05	0.04
Total Number of Multi-use Fields	**3**	11	8	2	3	9	27.29	8.00
Multi-use Fields per **1,000** population	**0.07**	0.16	0.10	0.02	0.06	0.27	0.11	0.10
Number of Shelters/ Pavilions	14	33	28	19	9	23	32.29	21.00
Shelters/ Pavilions per **1,000** population	0.31	0.47	0.35	0.19	0.19	0.68	0.37	0.33
Community Center	Yes	Yes	Yes	Yes	No	No	N/A	N/A
Disc Golf	No	Yes	Yes	Yes	Yes	No	N/A	N/A
Skate Park	No	No	Yes	Yes	Yes	Yes	N/A	N/A
Dog Park	Yes	Yes	Yes	Yes	No	Yes	N/A	N/A
Splash Pad	No	Yes	Yes	Yes	Yes	Yes	N/A	N/A
Park Impact Fee	No	Yes	No	Yes	Yes	Yes	N/A	N/A
Annual Parks Operating Budget	$ -	$ 3,811,356.00	$ 8,419,208.00	$ 12,195,919.00	$ 2,500,000.00	$ 4,161,541.00	5,181,337.33	3,986,448.50
Operating Budget per **1,000** population	$ -	$ 53,845.64	$ 106,346.10	$ 122,256.27	$ 53,867.70	$ 122,770.19	76,514.32	80,106.90

LEVEL OF SERVICE ANALYSIS

The Level of Service (LOS) Analysis was developed to determine standards for the Parks and Recreation Department to strive for in serving the communities recreational needs. Determining the LOS can also assist the Department when evaluating relative success of its strategies. Although the benchmark study can be helpful in determining the LOS for West Lafayette it should only be one of the considerations. Parks and recreation facilities are very specific to each individual community. Determining the wants and needs of the community is a large part of developing LOS standards for a community. Updating the parks master plan on a regular basis allows the LOS standards to also be updated to meet the changing needs of residents.

NRPA (National Recreation & Park Association) Park Metrics, formerly PRORAGIS, offers data standards and insights for park and recreation agencies. Based on the 2021 NRPA Agency Performance Review Key Findings, the typical park and recreation agency offers:

- One park for every 2,277 residents served
- 9.9 acres of park land per 1,000 residents
- Operating expenditure per capita of $88.30/ year
- Revenue-to-operating expenditure of 22.9%
- 48 full-time equivalent employees

Level of Service standards can be developed using a variety of metrics including land per capita, facilities, and access. The LOS standards included in this master plan include land per capita and facilities or amenities. Parks within the City are distributed throughout the city with the exception of more rural areas in the northwest portion of the city. Trails connect the parks and the different areas of the city creating safe and convenient access to all parts of the city without having to use a motor vehicle. Because of the distribution of parks and the developed trail network, the LOS standards will not include access standards.

ACREAGE LOS

Acreage LOS is one of the most commonly utilized metrics in parks and recreation planning. It is generally thought that the higher the amount of acreage, the higher the quality-of-life for the community's residents. However, this doesn't take into account the amenities that are provided throughout the community or the location of the parks in relation to residents. As with the amenity LOS, the acreage LOS should take into account the needs of the city and should be reviewed on a regular basis.

The previous parks and recreation master plan established a 2020 Acreage LOS of 9.0 acres per 1,000 residents. The current LOS of park acreage is 10.4 meaning the parks system has a surplus of acreage in comparison with the Acreage LOS. The recommended Acreage LOS for West Lafayette is to remain at 9.0 acres/1,000 residents. As the city continues to grow, additional land will need to be acquired to meet this LOS.

AMENITY LOS

The Amenity LOS is outlined in Figure 12 on the adjacent page. Target ratios were developed utilizing the benchmark study and the input received during the community engagement process. At the current population the city has a slight deficit in amenities that were identified by the public as needed including a splash pad, playgrounds, additional dog park, and additional community gardens. The community center is showing a deficit which reflects the need to expand the Wellness Center in the future.

Amenity Level of Service Standards

Amenity	Current Inventory	# per 1,000 Population	Target Ratio	Surplus/Deficit
Baseball Field	1	0.02	0.02	0.00
Basketball Court	2	0.04	0.15	-0.11
Community Center	1	0.02	0.03	-0.01
Community Gardens	78	1.61	1.65	-0.04
Dog Park	1	0.02	0.02	0.00
Football Fields	0	0.00	0	0.00
Ice Rink (Outdoor)	1	0.02	0.02	0.00
Multi-Purpose Fields	5	0.10	0.1	0.00
Nature Center	1	0.02	0.02	0.00
Playground	8	0.16	0.3	-0.14
Restroom Buildings	3	0.06	0.12	-0.06
Soccer Fields	0	0.00	0.13	-0.13
Softball Fields	2	0.04	0.08	-0.04
Swimming Pool (Outdoor)	1	0.02	0.02	0.00
Tennis Court (Outdoor)	0	0.00	0.08	-0.08
Fitness Equipment (Outdoor)	1	0.02	0.04	-0.02
Shelter	14	0.29	0.37	-0.08
Canoe/boat launch	3	0.06	0.1	-0.04
Trails - Paved (Miles)	27	0.56	0.25	0.31
Trails - Unpaved (Miles)	3.53	0.07	0.12	-0.05
Skate Park	0	0.00	0.02	-0.02
Splash Pad	0	0.00	0.04	-0.04
Pickleball Courts	0	0.00	0.16	-0.16
Arboretum/Public Gardens	0	0.00	0.02	-0.02

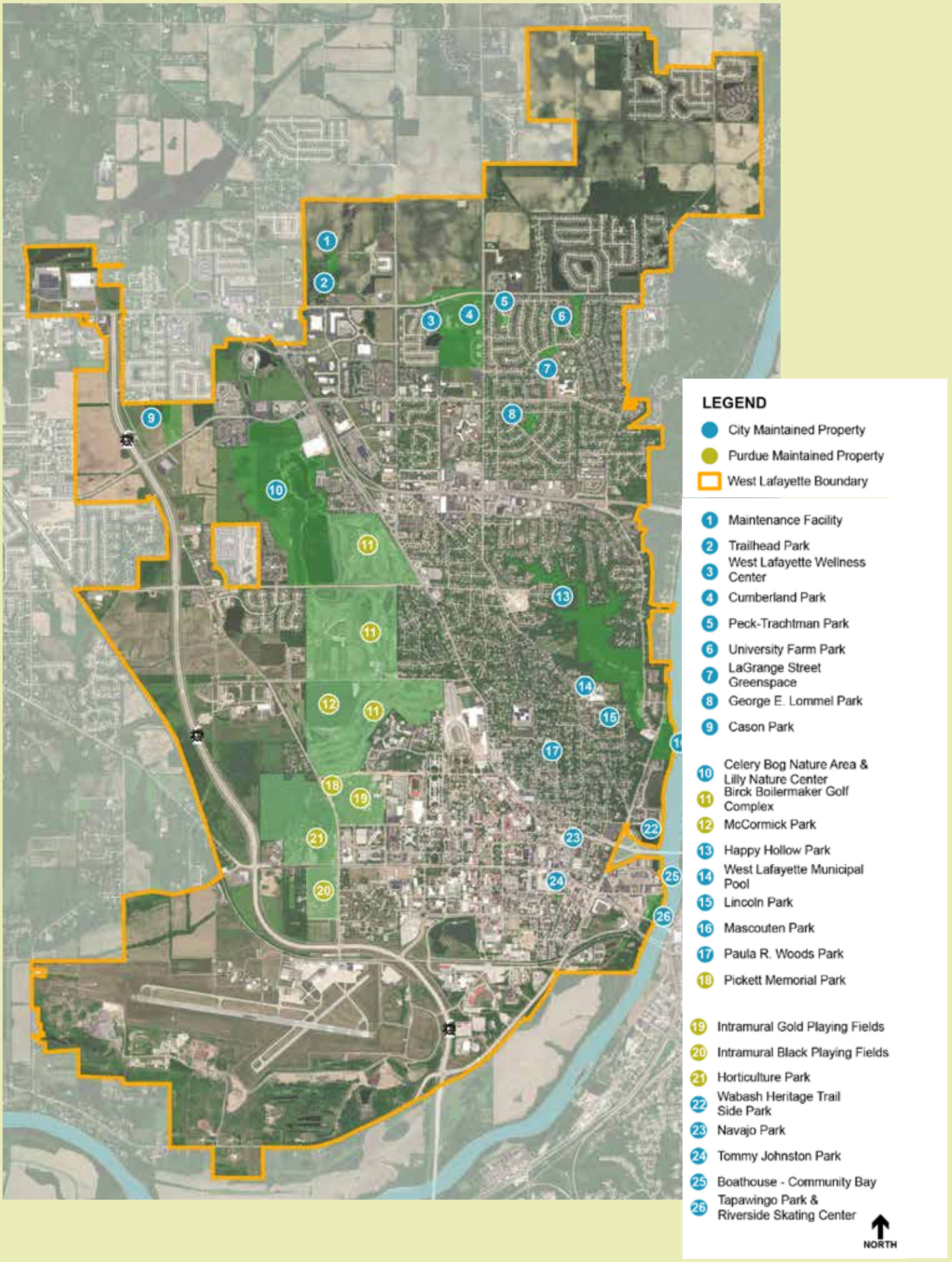
Figure 12



4

Recommendations

WEST LAFAYETTE
parks and recreation


LEGEND
City Maintained Property
Purdue Maintained Property
West Lafayette Boundary
1 Maintenance Facility
2 Trailhead Park
3 West Lafayette Wellness Center
4 Cumberland Park
5 Peck-Trachtman Park
6 University Farm Park
7 LaGrange Street Greenspace
8 George E. Lommel Park
9 Cason Park
10 Celery Bog Nature Area & Lilly Nature Center
11 Birck Boilermaker Golf Complex
12 McCormick Park
13 Happy Hollow Park
14 West Lafayette Municipal Pool
15 Lincoln Park
16 Mascouten Park
17 Paula R. Woods Park
18 Pickett Memorial Park
19 Intramural Gold Playing Fields
20 Intramural Black Playing Fields
21 Horticulture Park
22 Wabash Heritage Trail Side Park
23 Navajo Park
24 Tommy Johnston Park
25 Boathouse - Community Bay
26 Tapawingo Park & Riverside Skating Center
NORTH

4

Recommendations

INTRODUCTION

The recommendations for the master plan update include priority projects based on the existing conditions inventory, public input, benchmark analysis, and level of service study. The recommendations are divided into specific park and trail projects, system-wide improvements, and recreation programming improvements. The action plan included in the following chapter lists the priority projects and programs for the next five years and includes financial implications with funding options.

VISION

The mission statement for the West Lafayette Parks and Recreation Department was developed during the previous master plan update. The updated vision statement reflected a more accurate vision for the direction of the department. The updated vision statement included increased emphasis on the correlation of quality parks, facilities, and programs with resident's quality of life.

The mission of West Lafayette Parks and Recreation Department is to enhance the quality of life in the city by connecting its citizens to the best possible parks, recreational facilities, and programs.

DRAFT

SYSTEM-WIDE

During the master plan process, several system-wide improvements were identified and include:

NEW PARK SIGNAGE

The standard entrance sign was developed after an artist was commissioned by the Parks and Recreation Department in 2015 to develop a contextually sensitive sculptural sign for the Celery Bog Nature Center. The sculpture was titled "The Heron" and was adopted as the preferred direction for all future park monument signage. Although the new monument signage has been incorporated at several parks including Cumberland Park and Happy Hollow Park, many of the smaller parks either have outdated signage or have no monument signage at their entrances.

Wayfinding signage within parks also takes many forms. A wayfinding signage plan should be developed to design and plan for consistent signage throughout the parks system. This provides consistent messaging for users throughout the parks network but also helps visitors to understand when they are using a West Lafayette Parks and Recreation Department facility and when they are using a County or University facility.

The wayfinding signage plan should include updated mapping for the parks and trail network. The maps that are spread throughout the parks network have become outdated. The signage plan can also include a strategy for updating the maps to keep them current and while also including feasible funding for the updates.

PIP SAFETY SURFACING

One of the easiest ways for the Parks and Recreation Department to increase the accessibility of playgrounds at their parks is to replace the loose engineered playground safety mulch with poured-in-place (PIP) safety surfacing. Although it is not feasible to replace all of the playground surfacing withe PIP safety surfacing within the next five years, The Department should develop a plan to incrementally phase out the safety surfacing mulch and replace those playground surfaces with the PIP safety surfacing. The safety surfacing provides a smooth and level surface which is easier to navigate in a wheelchair but also provides a different play experience for the visually impaired and those with other physical disabilities.

INCREASED INCLUSIVE ELEMENTS

In addition to replacing mulch playground surfacing with PIP safety surfacing, incorporating additional inclusive elements into playsets and as a part of parks can provide more opportunities for park visitors of all abilities. This could include accessible paved trails to water, natural areas, and outdoor learning environments. Enhancing the trail network to provide connections across the city is another way to provide an inclusive experience. The Parks Department should continue to explore improvements within the parks network with a focus on incorporating elements for a wide variety of visitors with different physical abilities.

To increase accessibility the Department should focus on:

- Accessible paths between key amenities within parks
- Regular inspection of playground safety surfacing mulch to be sure proper levels are maintained
- Incorporating sensory-based experiences within new and existing playgrounds
- Providing accessible routes from parking to larger areas of the park including through natural areas such as Celery Bog Nature Area
- Including accessible picnic tables and benches within parks

INCREASED ACCESS TO NATURE

Throughout this planning process we have heard how much the public values the amount of natural area within the city and their access to these areas. There was also demand for additional opportunities to interact with nature including more access to the Wabash River. In addition to improvements such as those recommended for Mascouten Park, the Department should continue to prioritize maintenance and responsible access to the natural areas within the network. Increased access could include canoe/kayak launches, more natural and paved pathways, and additional naturalization of under utilized areas like the LaGrange Street greenspace.

As the city's largest natural area, the Celery Bog Nature Area and the Lilly Nature Center are well-maintained and well-designed for a wide variety of habitat and user experiences. Although the majority of the Department's nature programs are hosted at the Lilly Nature Center, there is still room for improvement with added programs. Additional indoor and outdoor learning space should be added to the Nature Center to accommodate these in-demand programs.

As the Department continues to grow and add parks to the network, a balance should be maintained between active park areas and naturalized areas to continue to meet the demands of residents. The Department is considered the unofficial steward for the city and this balanced approach allows more natural area to be developed and preserved while also creating more opportunities for education.

The Department is currently developing an Open Space Comprehensive Plan. This plan will identify areas throughout the city where park expansion is needed and start to evaluate potential land tracks for donation or purchase. Some potential acquisitions that have been identified by the Department include the Tippecanoe County Amphitheater and Tecumseh Trail Park. This acquisition would provide an outdoor concert venue, expand sport and recreation uses and create park offerings further north in the city. From this point, connections to Prophetstown State Park would also be feasible. Another acquisition identified included Hadley Lake. This site would be ideal for water recreation, rustic trails, and primitive camping.

INCREASED INTEGRATION TECHNOLOGY

Technology recommendations were included with the last plan update and should continue to be a priority for the Department. This could include a mobile app for the Department and the addition of community WiFi access within all parks.

Outdoor WiFi hotspots are becoming more common in public parks. In addition to providing WiFi access at the Community Center, all parks within the network should eventually incorporate new WiFi hotspots. The addition of public WiFi should happen incrementally, however, priority should be given to the most visited parks such as Happy Hollow Park and Tapawingo Park.

Another technology improvement that was recommended in the previous master plan update was the development of a West Lafayette Parks and Recreation Department mobile application. One of the most common reasons for not participating in Department activities was the lack of awareness of what is available. The mobile app could be used to keep residents up to date on park improvements, facility rentals, program offerings, and schedules. The app could also be used to share updated map information for the trails network including mile markers and routes to reach park destinations. Critical real-time information could also be shared through the app such as inclement weather or trail closings due to flooding. The app can also be an important resource for residents to submit issues within the parks network such as to report a downed tree or broken swing.

CONTINUED PARTNERSHIP WITH THE WEST LAFAYETTE TREE FRIENDS GROUP

The West Lafayette Tree Friends was created in 1981. This group is made up of citizens and the City Community Forestry and Greenspace Manager who are dedicated to improving the green infrastructure of the City. The group's work centers around working with property owners and the City to enhance the beauty of the streets by adding plantings to the right-of-way. The group also coordinates one or two large planting projects each year.

The West Lafayette Tree Friends group is funded by private donations which are supplemented by matching grants when available. Volunteers are heavily involved in the group's work with tasks including:

- Organized Tree Plantings in neighborhoods
- Spring tree pruning
- Fall sidewalk and street clearing
- Planning new areas for tree replacement or augmentation
- Watering new plantings

MUNICIPAL TREE NURSERY

The proposed Municipal Tree Nursery will become a resource for the West Lafayette Parks and Recreation Department system-wide. The land for the nursery has been donated and construction will begin on the nursery infrastructure in 2022. The Municipal Nursery is being funded by the Redevelopment Commission, West Lafayette Parks Foundation, and the West Lafayette Tree Friends.

The Municipal Tree Nursery will include greenhouses, expansion of existing hoop houses, 100 bare-root trees in the first year, shrubs, perennials and native plants. The plant material that is raised at the Municipal Nursery will be planted in the City parks and right-of-ways. Having a Parks and Recreation Department run nursery will lower the cost of planting for the city.

Additional staff will be needed for the Tree Nursery. A Community Forester/Nursery Coordinator will be needed to oversee the nursery, work with West Lafayette Tree Friends volunteers, and conduct educational programming. The educational programming will provide another revenue source for the Department but more importantly, provides additional educational classes centered around the environment.



PUBLIC GARDEN/ ARBORETUM

Public gardens/arboretum was the fourth highest new facility requested by respondents to the community survey. This indicates a demand within the city to incorporate this type of garden within the West Lafayette Parks and Recreation Department facilities. Public gardens and arboretums often require large expanses of land which the Department is currently lacking. While this need might be addressed with future land donations or city annexations, the Parks and Recreation Department is already working to provide a response to this need within the constraints of the current available resources. In addition to the Municipal Tree Nursery, which will be able to provide trees and plantings for the Department and the city, the Parks and Recreation Department is also evaluating designs within existing parks that are more botanical in nature. Design solutions might include botanic focused plantings at Wabash Heritage Trail Side Park as well as within trail corridors throughout the city. The Department continues to make efforts to treat trails as linear parks and not just as a means of transportation and recreation.

The Parks and Recreation Department are also evaluating potential partnerships with Purdue University to conduct botanical focused programs using their campus wide arboretum, Horticulture Park and the Jules Janick Horticulture Garden. The Jules Janick Horticulture Garden was designed to have a sample of every plan they can get. This garden is utilized by the university as a classroom. Horticulture Park is a 24-acre park with over 300 types of trees and plants and is also used as a classroom by the university and various other groups.



HAPPY HOLLOW PARK

Happy Hollow Park is one of the city's most loved and most used parks. The park is largely wooded with steep slopes and highly eroded hillsides. The park includes playgrounds, shelters, a dog park, and Children's Garden. One of the Department's maintenance buildings is located within the park. The Wabash Heritage Trail winds its way through the park and multiple spurs feed off of the trail to connect nearby neighborhoods with the park.

The location and topographic condition of Happy Hollow Park creates particular challenges in preventing erosion and drainage problems. The Parks and Recreation Department is currently working with an engineering consultant to develop long-term solutions for these problems to reduce the damage of drainage coming from the tops of the hills. The drainage improvement recommendations are the top priority for improvements to the park and will begin in 2022.

The map on the adjoining page illustrates proposed improvements which are in addition to the drainage improvements for Happy Hollow Park. The proposed improvements include improving circulation and parking within the park to reduce pavement and increase safety for park users.

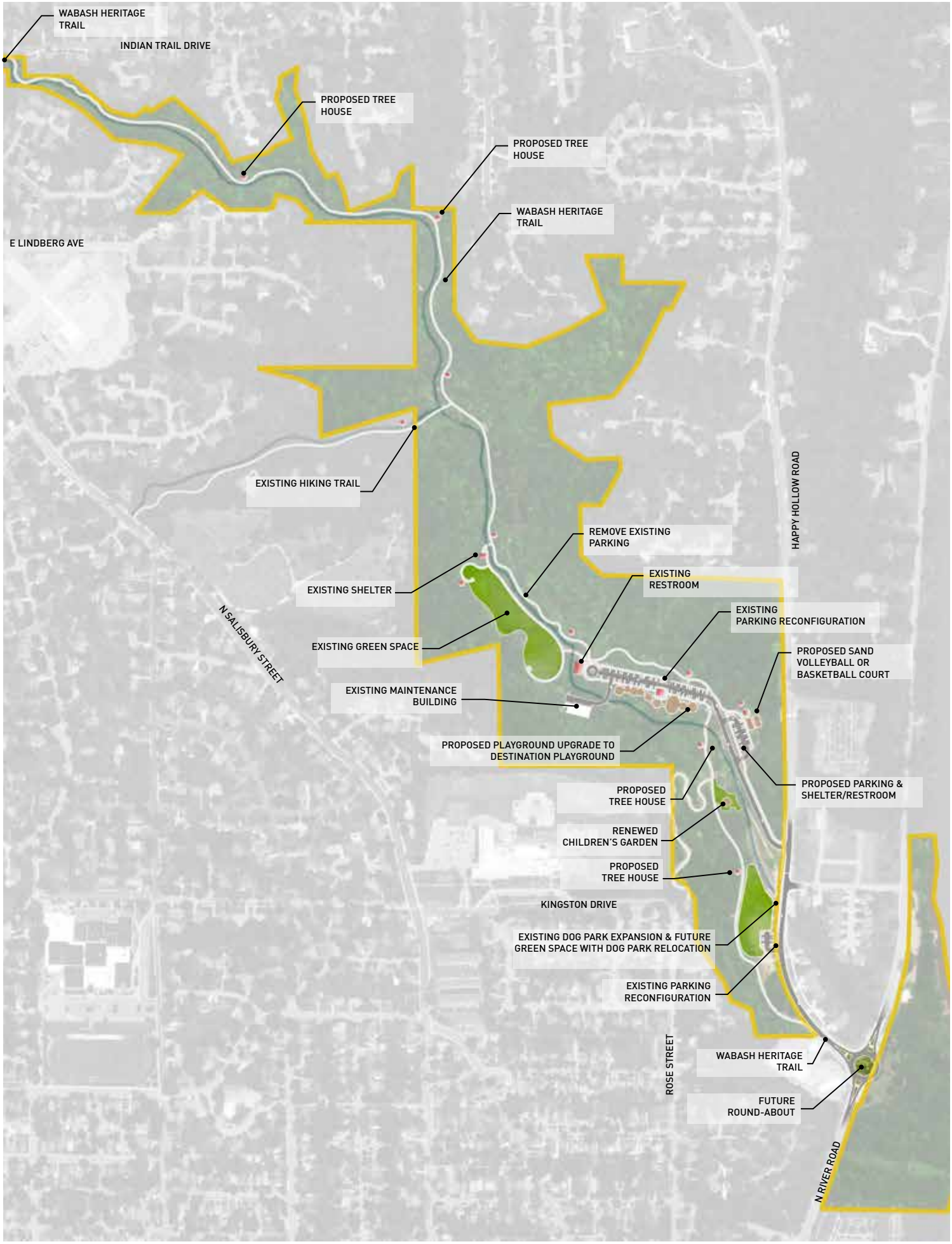
Other improvements include expansion of the playground to create a larger playground, expansion of the dog park, new basketball and volleyball courts, and tree houses which would be spread throughout the park. The tree houses could vary in design depending on their intended play experience. Tree houses located close to the playground should be scaled for children and accommodate the natural flow of play associated. Tree houses that are located along the trail winding up the hill could be larger in scale and include places for overlooks and seating in addition to a quieter level of family plan.

Another long-term project which might occur in the next five years includes renovating existing structures within Happy Hollow Park to generate revenues for the Department. One such project would include renovating the existing maintenance barn into a rentable facility for parties, receptions, fundraisers, and retreats.

See following pages for example images of similar facilities to those proposed.

PROPOSED IMPROVEMENTS:

- **Increased efficiency of parking areas**
- **Restricted vehicular access to active areas of park**
- **Proposed tree houses to create new user experiences**
- **Expansion of playground to create destination playground**
- **Expand dog park area with dedicated parking**
- **Renewed Children's Garden**
- **New parking with shelter**
- **Proposed volleyball and basketball courts**
- **Drainage improvements to reduce erosion**


WABASH HERITAGE TRAIL
INDIAN TRAIL DRIVE
PROPOSED TREE HOUSE
PROPOSED TREE HOUSE
WABASH HERITAGE TRAIL
E LINDBERG AVE
EXISTING HIKING TRAIL
HAPPY HOLLOW ROAD
REMOVE EXISTING PARKING
EXISTING SHELTER
EXISTING RESTROOM
EXISTING PARKING RECONFIGURATION
N SALISBURY STREET
EXISTING GREEN SPACE
PROPOSED SAND VOLLEYBALL OR BASKETBALL COURT
EXISTING MAINTENANCE BUILDING
PROPOSED PLAYGROUND UPGRADE TO DESTINATION PLAYGROUND
PROPOSED PARKING & SHELTER/RESTROOM
PROPOSED TREE HOUSE
RENEWED CHILDREN'S GARDEN
PROPOSED TREE HOUSE
KINGSTON DRIVE
EXISTING DOG PARK EXPANSION & FUTURE GREEN SPACE WITH DOG PARK RELOCATION
EXISTING PARKING RECONFIGURATION
ROSE STREET
WABASH HERITAGE TRAIL
FUTURE ROUND-ABOUT
N RIVER ROAD

HAPPY HOLLOW PARK PRECEDENT IMAGES





Treehouse



Destination Playground

MASCOUTEN PARK

Mascouten Park is located along the Wabash River and primarily known for the boat launch. The park is largely wooded and is located within the floodplain. Mascouten Park is mostly undeveloped woodland with the exception of the above mentioned facilities.

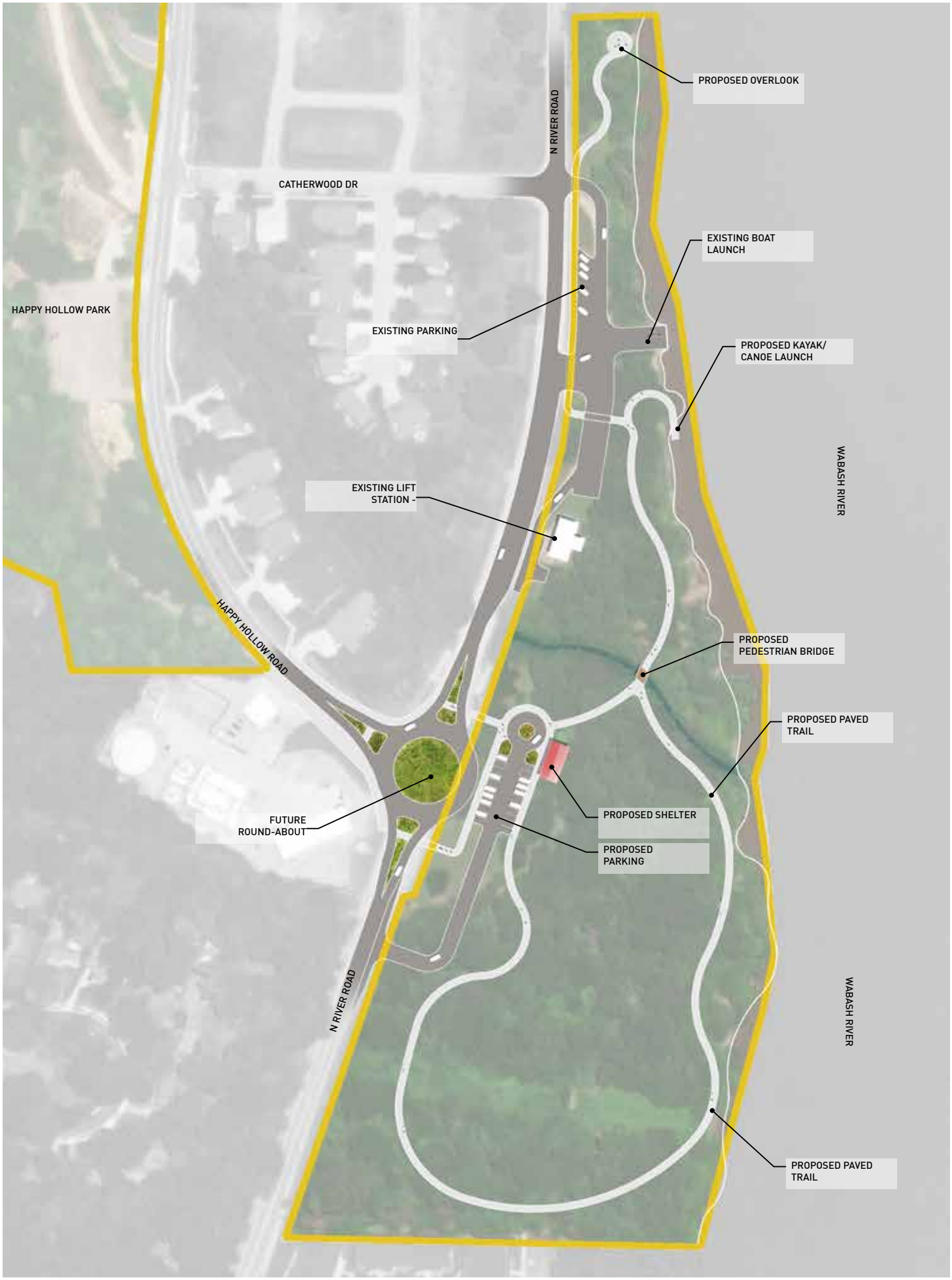
The proposed improvements for the park take advantage of it's location along the river and its close proximity to Happy Hollow Park. The proposed parking area with shelter and walking trails provide access to this established woodland providing another natural experience within the city. The improvements also provide additional river activation with a canoe/kayak launch, overlook, and riverside trails.

The roundabout illustrated on the adjacent page is being designed and planned by the City's Engineering Department. The timeline for construction has not been determined at this time. The adjacent rendering includes a potential roundabout configuration showing how pedestrian and bicycle crossings can be incorporated when the roundabout is designed.

See following pages for example images of similar facilities to those proposed.

PROPOSED IMPROVEMENTS:

- **Paved Walking Trails**
- **Parking with Shelter**
- **Kayak/Canoe Launch**
- **River Overlook**
- **Revitalized Existing Parking near Boat Launch**
- **Increased Pedestrian Access to Happy Hollow Park**
- **Woodland Preservation**


PROPOSED OVERLOOK
N RIVER ROAD
CATHERWOOD DR
EXISTING BOAT LAUNCH
HAPPY HOLLOW PARK
EXISTING PARKING
PROPOSED KAYAK/ CANOE LAUNCH
WABASH RIVER
EXISTING LIFT STATION -
HAPPY HOLLOW ROAD
PROPOSED PEDESTRIAN BRIDGE
PROPOSED PAVED TRAIL
PROPOSED SHELTER
FUTURE ROUND-ABOUT
PROPOSED PARKING
N RIVER ROAD
WABASH RIVER
PROPOSED PAVED TRAIL

MASCOUTEN PARK PRECEDENT IMAGES



Canoe/Kayak Launch





Canoe/Kayak Launch



Shelter

CUMBERLAND PARK

The area in Cumberland Park adjacent to the Wellness Center is a large maintained lawn area with open play. This area is underutilized and could be improved to become a destination park for the city. With growth of the city projected to occur north of the park, this park will become more centrally located with easy access to existing and new neighborhoods through trail connections.

The need for a splash pad was mentioned numerous times during the public input process. By locating the splash pad close to the Wellness Center, the Department will not have to build separate restroom/changing facilities for the splash pad as required by the State. State regulations require that a restroom be located within 300 feet of a splash pad. This location also takes advantage of the existing parking. Incorporating the splash pad with an expanded playground will create a destination playground attracting visitors from across the county.

The following pages illustrate three options for the location and scale of the splash pad. Option A shows the splash pad on the eastern side of the building. In this option, the playground area would be expanded and a splash pad developed to add to the play experience. This splash pad would incorporate overhead and water play features to create a destination playground and splash pad.

Option B illustrates another option for the splash pad on the eastern side of the building. This splash pad would be smaller in scale and could include a spray plaza incorporated into the existing plaza area. An example of this type of splash pad is shown on the following pages.

Option C illustrates an additional option for the location of the splash pad on the western side of the building. This location would allow convenient access to the aquatic facilities within the Wellness Center and create both an indoor and outdoor aquatic experience for the center.

During schematic designs for construction of the splash pad the Parks and Recreation Department should evaluate the intended target audience for the splash pad to help prioritize the location and scale of the splash pad. A larger scaled splash pad with play elements might be more appropriate as a revenue generating feature for the Department. The smaller scaled spray plaza would be more appropriate as a feature within the park accessible to the community.

The dog park that is proposed at Cumberland Park would have access from the Wellness Center parking as well as access from the paved trail along Salisbury Street. Shelters and shade trees provide shaded seating for owners. The double gate entrances provide security for the dogs and park visitors. Other amenities to be included in the dog park area are dog drinking fountains and multiple waste stations.

The existing drainage basins will be maintained and could be supplemented with additional native plantings. The areas surrounding the dog parks and between the open space play and the adjacent street should be planted with native plantings including a prairie mix. Plants which provide habitat for Monarch butterflies could be included along with interpretive signage with information about the Monarch and it's native habitat.

PROPOSED IMPROVEMENTS:

- **Dog park with double gate entrances and shelters**
- **Open space play**
- **Splash pad**
- **Playground expansion - Destination playground**
- **Natural prairie plantings around open space play**

OPTION A


KALBERER ROAD
DOUBLE GATE ENTRANCE
DOUBLE GATE ENTRANCE
DOG AREA 1 1.52 AC.
PROPOSED PATH CONNECTION
DOG AREA 2 1.44 AC.
SALISBURY STREET
EXISTING PARKING
EXISTING DETENTION
SPLASH PAD
OPEN SPACE PLAY
WELLNESS CENTER
EXISTING PLAYGROUND
PLAYGROUND





Option B - Spray Plaza





Option A & C - Splash Pad

PECK-TRACHTMAN PARK

Peck-Trachtman Park is a neighborhood park located on Dubois Street just west of Cumberland Park. There is a playground, gazebo and open play area in the park today. This park is treasured by the surrounding neighborhood.

The proposed improvements would expand the neighborhood park to include an inclusive sensory playground and restroom/shelter building. Additional on-street parking has also been added for park visitors.

The proposed inclusive playground would incorporate play elements for kids of all abilities including elements for those in wheelchairs and with other physical impairments. The playground would also include elements to appeal to the senses including musical elements.

The existing playground will be updated with new equipment to include more inclusive elements and upgrades to meet current playground standards.

Shade trees are proposed along the western boundary to provide shade and encourage use of the open lawn area while buffering adjacent residents from the park.

See following pages for example images of similar facilities to those proposed.

PROPOSED IMPROVEMENTS:

- **Inclusive Sensory Playground**
- **New on-street parking**
- **Shelter/restroom building**
- **Upgraded playground**




PROPOSED SHELTER/
RESTROOM
PROPOSED INCLUSIVE
SENSORY PLAYGROUND
SPENCER COURT
DUBOIS STREET
PROPOSED PARKING
UPDATED
PLAYGROUND
GIBSON COURT

PECK-TRACHTMAN PARK PRECEDENT IMAGES





Inclusive Playground





Inclusive, Sensory Playground

TOMMY JOHNSTON PARK

Tommy Johnston Park is located close to Purdue University and is surrounded by several apartment buildings and single-family homes which house university students. In addition to being accessible by students, this park is very walkable and accessible to the surrounding neighborhoods.

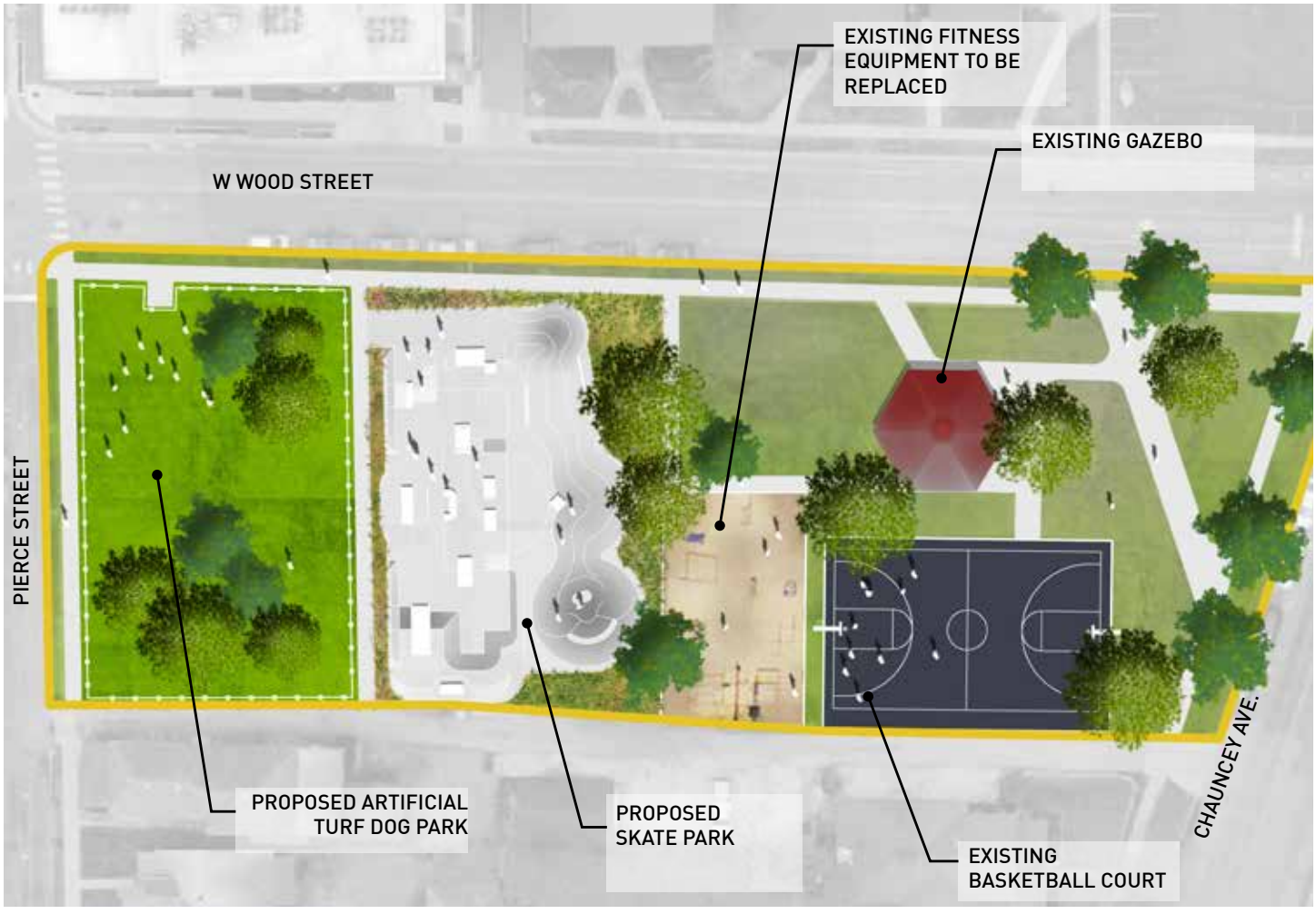
The proposed improvements would include land acquisition next to the park. The park could then be developed into a true urban neighborhood park with adult fitness equipment, basketball court and skate park. The skate park would be located between the adult fitness equipment and the dog park.

A dog park is proposed on the western edge of the park. The park would be a small urban dog park and would require maintenance measures to address the size of the park in comparison with its level of use. This might include the use of special materials like artificial turf or other more durable turf mixes.

See adjacent page for example images of similar facilities to those proposed.

PROPOSED IMPROVEMENTS:

- **Dog park**
- **Skate park**
- **Updated fitness equipment**
- **Resurfaced basketball court**





Skate Park



Dog Park

TAPAWINGO PARK

Tapawingo Park is located between downtown and the Wabash River and is the primary location for the city's activities along the river. Riverside Skating Center is located within Tapawingo Park.

Throughout the planning process the public expressed the desire for the city to engage more with the river. The improvements made to the Lafayette side of the river were pointed to as examples of the uses they would like to see along the West Lafayette side.

The Wabash River Enhancement Corporation (WREC) is an organization that has been working with West Lafayette and Lafayette to activate this portion of riverfront.

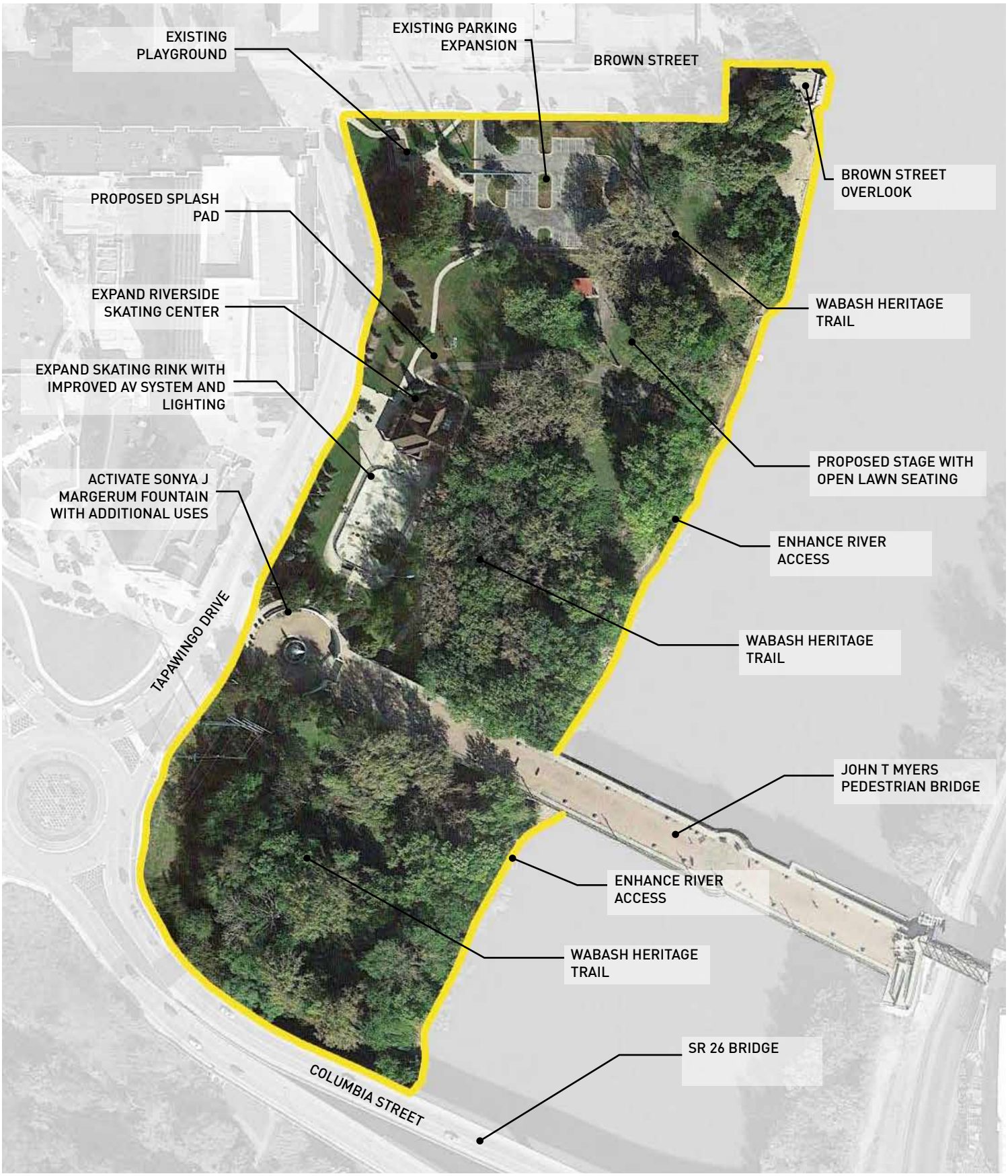
The proposed improvements illustrated on the adjoining page are included as an example of potential uses for the park. A more detailed study should be performed specifically for Tapawingo Park and should incorporate the vision of the West Lafayette Parks and Recreation Department in coordination with WREC. This master plan process should include public input and consideration of the improvements across the river in Lafayette. Tapawingo Park is located in the floodplain of the Wabash River which will be a key consideration of any uses that are proposed for the park. Access between the park and downtown is a challenge that will have to be addressed.

PROPOSED IMPROVEMENTS:

- **Splash Pad**
- **Activation of Sonya J Margerum Fountain Area**
- **Additional programming for the John T. Myers Pedestrian Bridge**
- **Stage with open lawn seating**
- **River bank stabilization**
- **Expanded parking**
- **Enhanced connection with the Community Bay at the Purdue Boathouse**






EXISTING PLAYGROUND
EXISTING PARKING EXPANSION
BROWN STREET
BROWN STREET OVERLOOK
PROPOSED SPLASH PAD
EXPAND RIVERSIDE SKATING CENTER
WABASH HERITAGE TRAIL
EXPAND SKATING RINK WITH IMPROVED AV SYSTEM AND LIGHTING
PROPOSED STAGE WITH OPEN LAWN SEATING
ACTIVATE SONYA J MARGERUM FOUNTAIN WITH ADDITIONAL USES
ENHANCE RIVER ACCESS
TAPAWINGO DRIVE
WABASH HERITAGE TRAIL
JOHN T MYERS PEDESTRIAN BRIDGE
ENHANCE RIVER ACCESS
WABASH HERITAGE TRAIL
SR 26 BRIDGE
COLUMBIA STREET

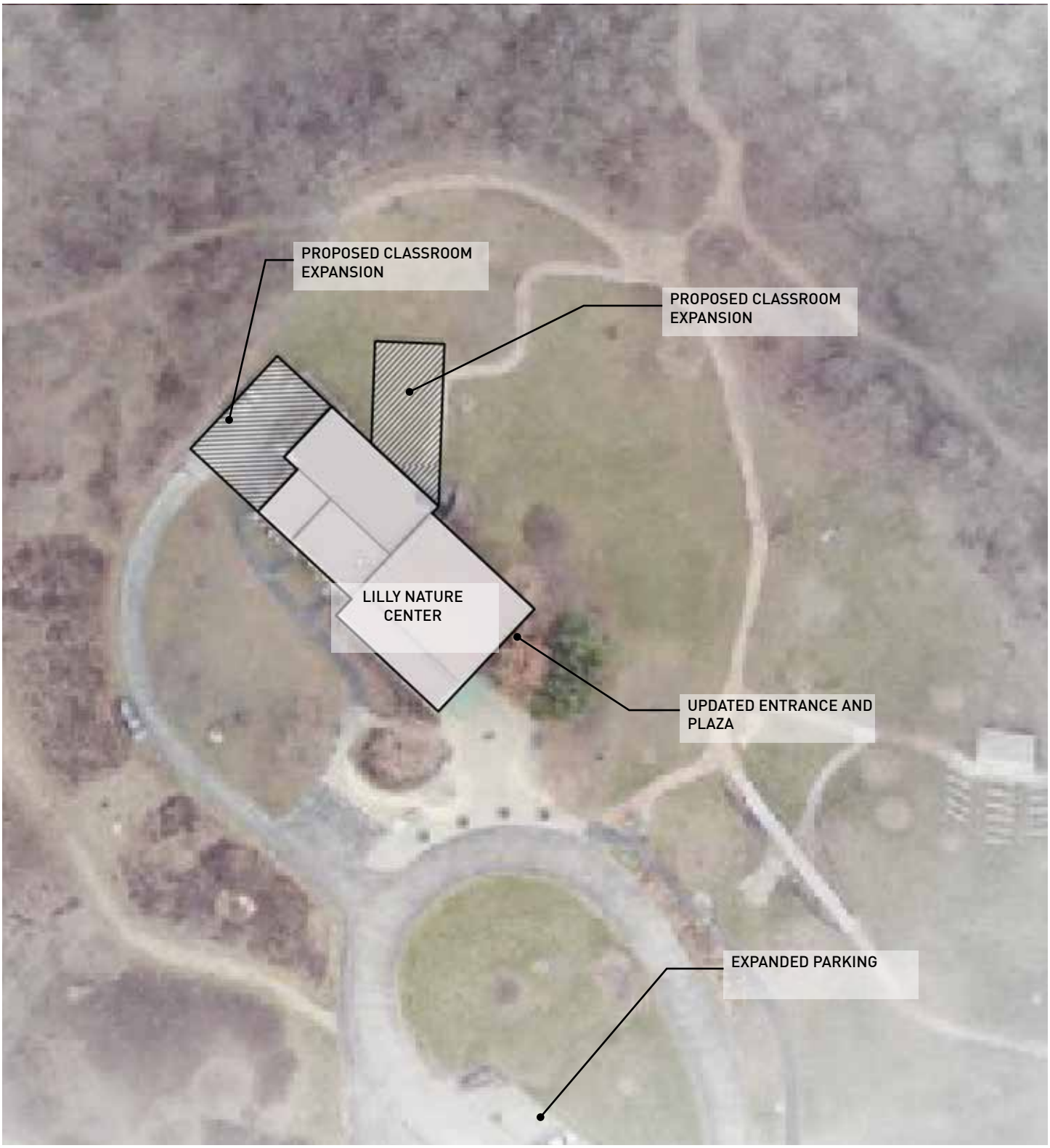
LILLY NATURE CENTER

The Lilly Nature Center is the hub for habitat and nature programming for the Department. The nature center includes educational displays and exhibits including an Ecosystem display which is rated as one of the top nature center displays in the state.

Additional programming for educational activities was highly requested during the public input process. The proposed expansion to the nature center would provide additional classroom space for educational activities. Activities should include opportunities for all ages from preschool field trips to adult educational classes.

The expansion project would include the addition of classrooms, expanded parking, renovated entrance plaza and facade improvements to update the nature center. The existing nature area residence would be converted into classroom and/or storage space to be utilized by the nature center.




PROPOSED CLASSROOM EXPANSION
PROPOSED CLASSROOM EXPANSION
LILLY NATURE CENTER
UPDATED ENTRANCE AND PLAZA
EXPANDED PARKING

CASON FAMILY PARK

Cason Family Park is an undeveloped park space on the northwest part of the city located north of Cumberland Avenue and east of US-231. This future park will serve the city and future neighborhoods which are projected to be developed in the area as well as the existing neighborhoods to the west which are located just outside of the city's boundary. The historic Morris Schoolhouse was relocated to the property and will be an integral part of the new park development.

Master planning and fundraising for the park is ongoing. Additional acreage was recently purchased by the Department which will allow additional park goals to be achieved when the park is developed. Additional park elements might include preserving existing woodlands, access to natural areas, and paved and rustic trails.

An important component of the future Cason Family Park is the relocated historic Morris Schoolhouse. The schoolhouse was a one-room schoolhouse built in late 1879 and was originally located at the northeast corner of the intersection of US-231 and Cumberland Avenue. The schoolhouse had been abandoned for over 100 years and was relocated to Cason Park in early 2017 for renovations. The plan is to convert the schoolhouse into an interpretive exhibit space within the park.

Activities that have been considered for the park include the following:

- Splash pad
- Nature-based play
- Community gardens
- Restroom building
- Native plantings and garden
- Open green space
- Picnic shelters
- Walking trails
- Woodland preservation



NAVAJO PARK



Navajo Park is a new pocket park located near the intersection of Salisbury Street and Navajo Street. The park is currently undergoing a master plan design to transform the lot into a sensory garden.

A sensory garden is designed utilizing plants to engage all five senses (sight, smell, sound, touch, and taste). Sensory gardens can connect people to nature while also providing a respite from the surrounding city. Navajo Park will provide experiences that are unique to the parks network.



EXISTING PARK IMPROVEMENTS

The following includes identification of improvements for existing parks as noted during the park evaluation process. The following recommendations resulted from a one-day assessment of the parks and should be considered a supplement to the Department's ongoing detailed maintenance schedules.

WABASH HERITAGE TRAIL SIDE PARK (FISHTAIL PARK)

- Add basic WiFi hotspot
- Add monument signage consistent with Parks and Recreation Department standard
- Remove debris and litter from pond
- Removal of invasive plants
- Enhanced wetland plantings in basin
- Improve safety of trail users under bridge by adding more light and potentially security cameras

TRAILHEAD PARK

- Add basic WiFi hotspot
- Add monument signage consistent with City standard
- Add more dog waste stations

GEORGE E. LOMMEL PARK

- Add basic WiFi hotspot
- Add monument signage consistent with Parks and Recreation Department standard
- Widen concrete sidewalk surrounding playground to a minimum of 5' width for ADA access
- Design and construct restroom building with storage
- Replace existing playground equipment
- Design and construct pickleball/tennis courts
- Improve drainage issues within park
- Annual replenishment of playground EWF safety surfacing material

UNIVERSITY FARM PARK

- Add basic WiFi hotspot
- Add monument signage consistent with Parks and Recreation Department standard
- Add stormwater/native plantings to mowed basin
- Annual replenishment of playground EWF safety surfacing material
- Replace/refurbish Little Free Library

PAULA R. WOODS PARK

- Add basic WiFi hotspot
- Add monument signage consistent with Parks and Recreation Department standard
- Annual replenishment of playground EWF safety surfacing material

LINCOLN PARK

- Add basic WiFi hotspot
- Add monument signage consistent with Parks and Recreation Department standard
- Annual replenishment of playground EWF safety surfacing material
- Replace existing playground
- Repair and stain shelter for long-term maintenance
- Consider replacing portions of lawn areas with native prairie or wildflower plantings

CELERY BOG NATURE AREA

- Add basic WiFi hotspot
- Annual replenishment of playground EWF safety surfacing material
- Add boardwalks in areas of low-lying trails
- Removal of invasive plants

MUNICIPAL POOL

- Add basic WiFi hotspot
- Conduct facility longevity study to determine ongoing costs and future larger capital investments that will be needed to continue to operate the Municipal Pool

LAGRANGE STREET OPEN SPACE

- Replace maintained lawn areas with stormwater/native plantings



Celery Bog Nature Area

WABASH HERITAGE TRAIL EXTENSION

A part of the master plan update process included looking at regional connections for the parks network. Although the parks network has been developed to serve the needs of West Lafayette citizens, there are many users who come from the surrounding county and nearby towns. The Department has a history of working with the County to develop regional projects just like the trail extension illustrated on the adjacent map. The extension of the Wabash Heritage Trail along the Wabash River to the north to the Tippecanoe County Amphitheater and to Fort Ouiatenon to the south would create a regional trail system for the County and West Lafayette.

In the next five years, the Department should begin the process of conducting a feasibility study in partnership with the County and the Wabash River Enhancement Commission (WREC). The first step in this process is to begin conversations with County officials, City officials and WREC.



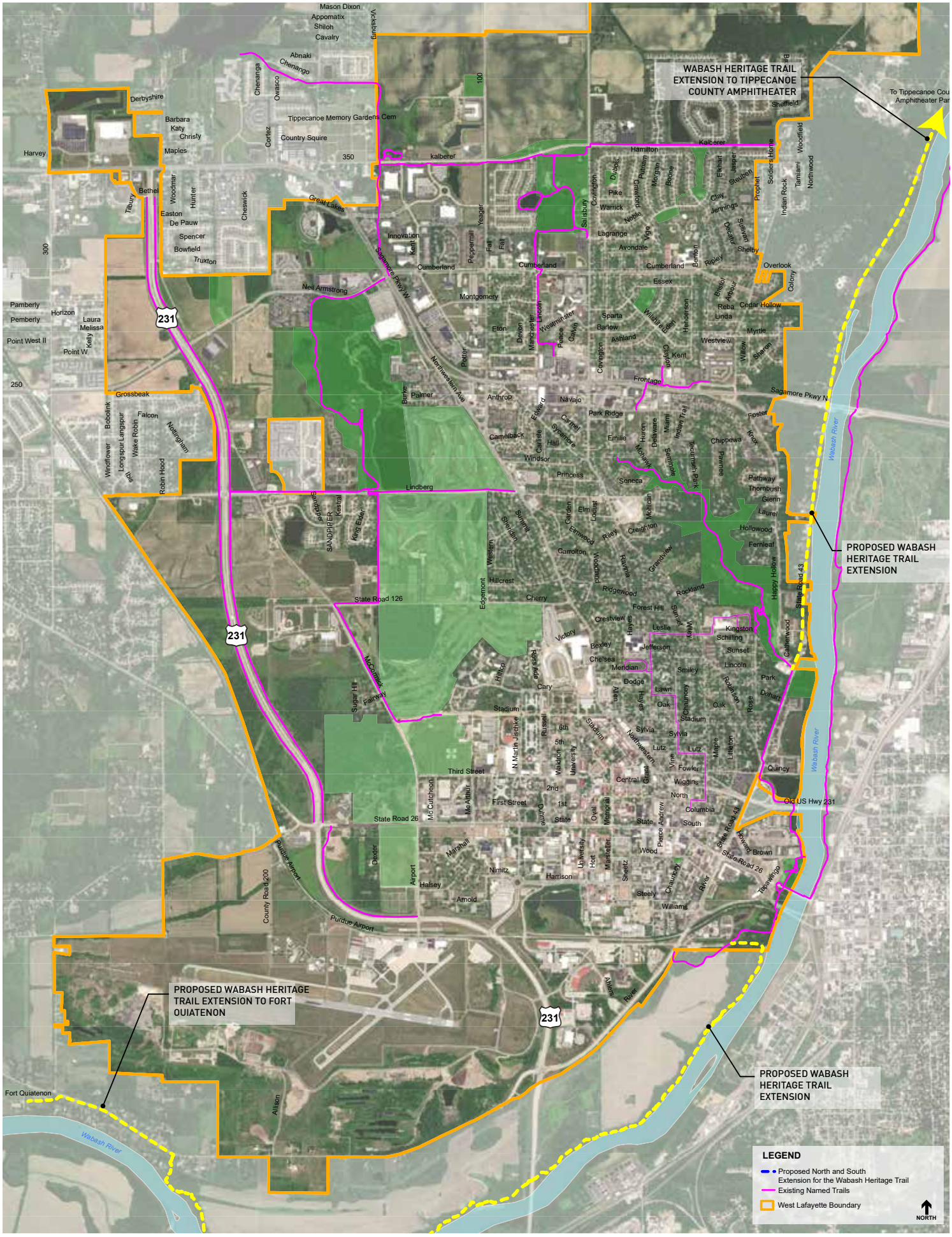
Wabash Heritage Trail in Tapawingo Park



Wabash Heritage Trail at Trail Side Park



Wabash Heritage Trail at Happy Hollow Park


WABASH HERITAGE TRAIL EXTENSION TO TIPPECANOE COUNTY AMPHITHEATER
PROPOSED WABASH HERITAGE TRAIL EXTENSION
PROPOSED WABASH HERITAGE TRAIL EXTENSION TO FORT OUIATENON
PROPOSED WABASH HERITAGE TRAIL EXTENSION
LEGEND
Proposed North and South Extension for the Wabash Heritage Trail
Existing Named Trails
West Lafayette Boundary
NORTH
Wabash River
State Road 26
State Road 43
Old US Hwy 231
Purdue Airport
Fort Quiatenon
231

TRAILS

While this plan update is not intended to serve as a bicycle and pedestrian master plan, the process does include a broad look at the trail network that is maintained and developed by the Department. These trails provide important multi-modal connections between neighborhoods and parks. They also provide a network of recreational facilities for walkers, runner, and cyclists.

The Parks and Recreation Department has made great strides in providing a connected and comprehensive trail network for the city. This includes paved trails and rustic trails within some of the parks. Even with the rapid development of the trail network, the Department recognizes that there is still a lot of work to do. Public input confirmed the high demand for more trails and connections within the network.

The adjacent map shows existing and proposed trails. Although smaller neighborhood spurs or connections should continue to be analyzed, completion of the network outline on the adjacent map will provide connections across the city for residents wishing to reach different areas of the city by foot or bike.

The Salisbury Corridor trail was identified in the previous master plan update as a priority corridor for trail implementation. Once complete, this corridor will serve as the primary pedestrian connector between downtown, the Wellness Center, and newer neighborhoods to the north. A large portion of this corridor has been constructed or is under construction. This corridor should remain as a priority for completion in the next 5 years.

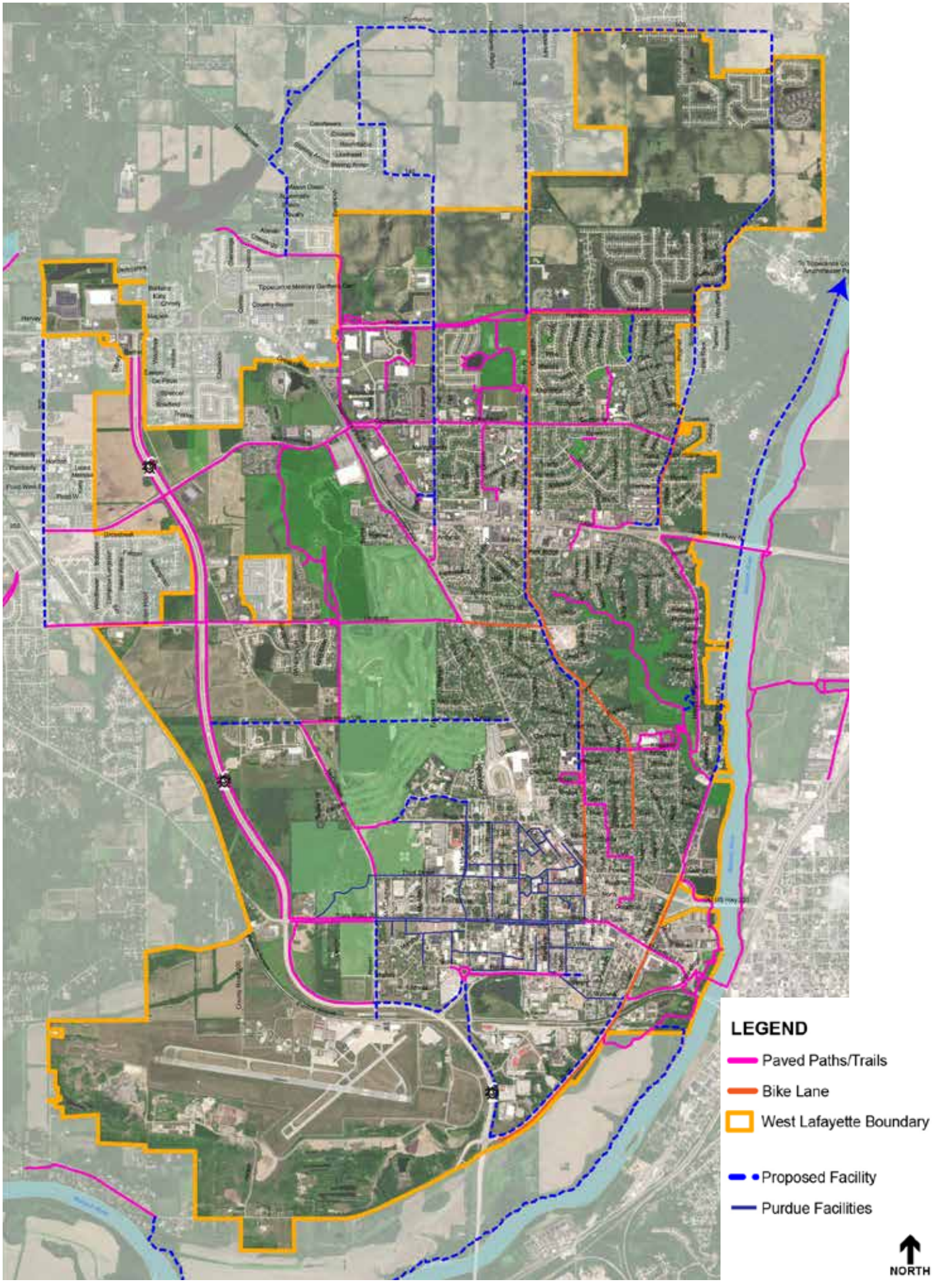
An important consideration, along with additional trails,will be improved crossings at key intersections. Roadways like Sagamore Parkway and US 231 can be barriers to pedestrians and cyclists. However, improvements can be made at the intersections to improve comfort and safety for those users. Improvements can include high visibility crosswalks, signal timing controls for bike/pedestrian crossing only, and refuge islands within wide crossings.

After hearing from the public of the continued importance of trails, it is recommended that the Parks and Recreation Department work with the City's engineering and planning departments to undertake a comprehensive bicycle and pedestrian master plan.

A bicycle and pedestrian master plan will analyze the on-road and off-road network of bicycle and pedestrian facilities for connections between key destinations. This study will provide a holistic view of bicycle and pedestrian facilities and will analyze the level-of-service of cyclists and pedestrians along with the comfort level of cyclists of all skill levels.

The bicycle and pedestrian master plan should include standards for different facility types to ensure that best practices are being utilized and that facilities are being placed in appropriate areas of the city.

The funds associated with design and construction of the trails does not come out of the budget for Parks and Recreation. However, the Department does assume maintenance and operations of the trails. As new trails are being planned, budget increases should be included for the Department to account for increased maintenance and operation costs.


LEGEND
Paved Paths/Trails
Bike Lane
West Lafayette Boundary
Proposed Facility
Purdue Facilities
NORTH

PROGRAMS

One of the key responsibilities of the West Lafayette Parks and Recreation Department is to provide recreational resources for the city's residents. This includes not only the physical facilities of the parks network but also recreational programming. The Parks and Recreation Department offers a wide variety of programs and includes free offerings for the city. However, the Department recognizes that they need to continue to grow their recreational programs to meet the needs of residents and to provide the quality of life that the city is known for. The Department also recognizes that adding recreational programs requires additional resources from the Department and should be planned and implemented in a sustainable manner.

As the city has continued to grow, recreational programs provided by the Department have continued to be in high demand. Along with adding new programs, the Department should continue to evaluate existing programs that consistently have wait lists and develop a strategy to meet this additional demand. Typically, this will require adding more staff and may also necessitate adding more locations or partnering with community facilities.

The previous master plan identified 4 key hubs for recreation:

- Wellness Center - Active Recreation
- Margerum City Hall (formerly Morton Community Center) - Cultural Hub
- Lilly Nature Center - Nature Hub
- Tapawingo Park - Festival Hub

While this organization is helpful in terms of determining the primary location for certain types of programs, it is somewhat restrictive in the Department's need to remain flexible to meet residents needs in terms of recreational programming. This plan is recommending that the Department instead focus on the program goals in terms of the different program types. Program types include nature programming, cultural programming, active recreation programming, and festival programming.

NATURE PROGRAMS

The majority of nature programs are currently held at the Lilly Nature Center, and in association with the Celery Bog Nature Area. This has made sense for the Department because of the resources that are available in the Celery Bog Nature Area. However, the Department has recognized that educational programming should be expanded to take advantage of the different ecosystems and habitats available in the Parks and Recreation Department's parks. This includes art and drawing classes at Happy Hollow Park and Tapawingo Park.

The master plan vision includes increasing access to nature and expanding nature programming. It is recommended that the Department continue to increase the amount of nature programs and events that it holds annually, specifically those at the Lilly Nature Center.

CULTURAL PROGRAMMING

The Morton Community Center was the historic location for most Department cultural programming. This included several art classes and dance classes. Since the renovation of City Hall, and the addition of the Wellness Center, the cultural programming has been divided between the Wellness Center and City Hall. As City Hall continues to transition to more of an administrative building for city offices and city boards and commissions, the Department should continue to transition more of these programs to the Wellness Center. While the urban location of City Hall makes it easily accessible to the surrounding downtown areas, City Hall will continue to need additional space for city operations and cultural programming will be limited in its use of space and available times.

The Wellness Center has been able to accommodate several of the art and dance classes that were previously hosted at the Morton Community Center. However, additional art classes which require special accommodations are in high demand in the city. Special accommodations for these types of classes include rooms that are dedicated specifically for art classes and equipment such as kilns for firing pottery. Space is already in high demand in the Wellness Center for the many other programs that are offered at that location. This plan recommends that the Department work with partner organizations such as the School Corporation to begin to offer

some of the more specialized classes for the short term. Long term solutions may require specific areas that are incorporated into future expansion of the Wellness Center.

ACTIVE RECREATION

Active recreation is primarily located at the Wellness Center. The Wellness Center provides year-round programming for children, youth and adults. In addition, the fields in Cumberland Park are the location for programming in warmer months including several adult softball/baseball leagues. The Wellness Center offers indoor fitness, exercise, and aquatic programs. Cumberland Park also supports soccer, football, baseball, and softball programs.

The Department should continue to audit current programs to identify those that consistently have a wait list and evaluate ways to increase the number of sessions offered for those programs. Again, this will likely require additional staff or require additional hours from existing staff.

FESTIVAL PROGRAMMING

The Department partners with the City and various other partners to host or participate in community festivals with the primary event being Wabash Riverfest which is held in July. Festival programming should continue to be a small part of the Department's programming but can help to elevate the brand awareness of the Department.

This plan has recommended a master plan process to improve Tapawingo Park. Those improvements should accommodate additional festival programming for the City of West Lafayette. The waterfront location and proximity to downtown parking, make it a desirable destination for large-scale community events. Potential new revenues for the Parks and Recreation Department should be included as a part of the master plan design.

ONGOING ASSESSMENT

Although the Department is still adjusting programming to meet safety requirements of an ongoing pandemic, it has continued to offer new programs and expanded sessions for existing programs. New programming for 2022 includes a summer camp to be hosted at the Lilly Nature Center. This is a direct result of the Department hearing from the public that they would like to see additional nature programs.

Continued assessment of current programs while also gauging the demand of residents for new programs is vital to the Department's ability to remain current with its program offerings. However, as stated earlier, adding programs has implications to staff and park facilities and has to be done in a sustainable way. Additional technology should be explored to assist the Department in this assessment.



Wellness Center



5

Implementation

WEST LAFAYETTE
parks and recreation


WEST LAFAYETTE
WELLNESS CENTER

5 Implementation

ACTION PLAN

The priority action plan on the following pages has been developed to guide the Parks and Recreation Department over the next five years. Recommendations include administrative actions along with physical improvements and land acquisition goals.

Significant achievements have been made since the previous planning cycle with the design and construction of the Wellness Center as one of the best examples. Many of the other priority projects identified in the previous plan have been implemented or are in the process of being planned including Cason Family Park.

Recommendations include identification of a planned time line for projects to begin. However, as donations and grant funds are made available these priorities may shift. The Priority Action Plan is intended as a guide and should not limit the Parks and Recreation Department's ability to take advantage of opportunities such as grants or donations.

The recommendations presented are attainable but will require the support of the Mayor, City Council, Redevelopment Commission, the Park and Recreation Board, and several community partners. The market is in place to support the following recommendations to continue to grow the parks system.

It is important for the Parks and Recreation Department to review the Action Matrix on a regular basis. As funding opportunities become available, priorities may rearrange. This review is also important in terms of keeping future projects relevant and in the minds of City leaders to continue to have adequate funds dedicated to the Department for improvements.

Potential funding sources have been included in the Action Matrix. Projects will likely require a combination of public and private revenue sources. Public/private partnerships will be key to implementing the projects and programs included in this master plan update. Potential key partners include, but are not limited to:

- West Lafayette Parks and Recreation Foundation
- West Lafayette Tree Friends
- Wabash River Enhancement Corporation
- Community Foundation of Greater Lafayette
- Duke Energy Foundation
- Lily Endowment
- Vectren Foundation
- Purdue University
- Purdue Extension
- Greater Lafayette Commerce
- West Lafayette School Corporation
- Tippecanoe County Area Plan Commission
- Tippecanoe County Parks and Recreation Department
- City of Lafayette
- Private program providers and leagues
- Master Gardener Association of Tippecanoe County
- Visit Lafayette-West Lafayette
- Private corporations such as Wabash National Corporation, Greater Lafayette Health Services, Subaru of Indiana Automotive, Caterpillar Inc., etc.

DRAFT

FUNDING

The projects included in the following Action Matrix will require traditional funding typically used by the Parks and Recreation Department to build, maintain, and operate parks. These funds should be supplemented with other funding mechanisms through partnerships, grants and bonds. The following provides a summary of alternative funding sources.

GRANTS

Applying for and managing grants can require a significant amount of time. The applications often require lengthy justification rationales. This master plan update can help with the application process utilizing the goals and vision that has been established within the plan. In addition, graphics can be removed from the plan and submitted along with grant applications. As a part of parks master planning updates, the consultants created a list of commonly used grant sources which are administered by the Indiana Department of Natural Resources (IDNR). This list is not comprehensive. Grants opportunities change frequently and will require additional research from the Department to determine specific requirements and deadlines for each. The Department might also consider working with a grant writer to assist in grant applications.



STATE PROGRAMS

Wabash River Heritage Corridor Fund (WRHCF)

The Indiana General Assembly created the Wabash River Heritage Corridor Fund in the lat 1980's. This fund was created to provide financial assistance with conservation and recreational development along the Wabash River and its historic transportation corridor. Tippecanoe County is one of 19 counties along the corridor eligible for funding. The last grant application cycle was in 2018 prior to the pandemic. The Department should continue to monitor this fund for the next grant application cycle.

Indiana Trails Program

The Indiana Trails Program (ITP) replaced the Recreational Trails Program (RTP) in 2021. Previously, RTP funds were provided through federal dollars. The new Indiana Trails Program will include state funds but will other wise be very similar to the RTP program. The ITP will provide a minimum of $50,000 and maximum of $250,000 in grant assistance with a 20% local match requirement. Projects will include construction of trials, development of trailheads, construction of bridges, and acquisition of easements or property for trails.

Next Level Trails

The Next Level Trails program included three rounds of grants. The third, and final round will be awarded in 2022. The Next Level Trails grants provided awards for regional trail projects and included over $25 million in the first round and over $30 million in the second round of funding. Although, the final round will be awarded in 2022 there is talk that the government might include additional funding for future rounds of grants. With the significant amount of funding that has come out of the first three rounds of funding, it is important for the Department to continue to monitor this funding source for potential funding rounds in the future. Projects could include the Wabash Heritage Trail extensions in association with the WREC Wabash River Greenway Trail plans.

Land and Water Conservation Fund

The Land and Water Conservation Fund (LWCF) is a matching assistance program that provides grants for 50% of the cost for acquisition and/or development of outdoor recreation facilities. LWCF Grants range from $50,000 to $250,000. Applications are typically due on June 1st.

President Benjamin Harrison Conservation Trust Fund

The President Benjamin Harrison Conservation Trust Fund (PBHCTF), formerly the Indiana Heritage Trust, was established in 1992 to assist in the acquisition and protection of lands that represent outstanding natural resources and habitats, or have recreational, historical or archaeological significance. Additional information on funding requirements and amounts can be obtained by contacting the PBHCTF at 317) 233-1000 (IDNR, 2022).

PARK IMPACT FEE

Park Impact Fees were allowed by the State of Indiana starting in 1991. Park Impact Fees allow local communities to collect impact fees to pay for infrastructure improvement costs needed to serve the proposed new development. Park Impact Fees help to shift the burden of paying for new city infrastructure away from existing residents and to the new residents which are creating the need for the improvements. When new developments add additional homes and/or increase population density in currently developed areas of the city, the demand for parks and recreation facilities within those areas will also increase.

An adopted city ordinance is required to implement Park Impact Fees. The first step in the process is to conduct a zone improvement plan to address capital improvements and infrastructure that make up the West Lafayette Parks and Recreation Department's parks. The current level of service for the parks network in terms of existing residents must be established to determine where deficiencies currently exist and to determine what facilities are needed as the City continues to grow. Once the impact fee is determined, and the city ordinance is adopted, impact fees can be assessed and collected at the time that development occurs. To begin this process, the Department should contract with a consultant that specializes in Park Impact Fee Studies and Justifl cations.

BONDING

Information concerning bonds and the different types was included in the previous master plan update. Bonds were utilized to finance and construct the Wellness Center and can be especially useful in large projects like the Wellness Center that can't be phased over time.

The following information included in the previous master plan is still applicable today. A bond is a debt security issued by a municipality that is typically used to finance large-scale capital improvements. The financing cost of the bond is then paid for over a predetermined time by the city's tax-paying residents.

There are two (2) primary types of bonds commonly used for parks and recreation improvements, each differentiated by its means of guarantee. General obligation bonds (GO), which are issued by governmental entities, are not backed by revenue funds from a specific project, but instead by the credit and taxing capacity of the issuer. In contrast, revenue bonds are guaranteed by a specific revenue source (such as utilities, TIF funds, etc.) generated by the issuer.

An future bonds will need to take into account the limits of the bonding capacity of the Redevelopment Commission after FY2040 when the current TIF districts will revert.

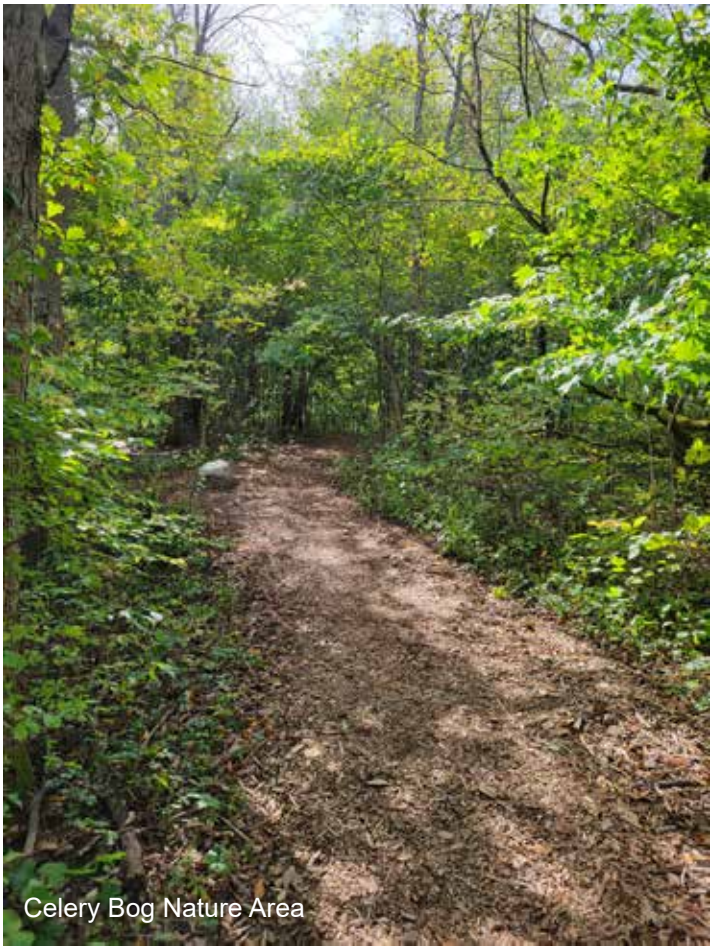
LAND ACQUISITION PLAN

As the City of West Lafayette continues to grow in the coming decades, plans must be made to acquire the lands necessary for recreation, preservation of greenspace and existing natural areas. The community survey conducted as a part of this planning process identified several areas of need for the Parks and Recreation Department which can only be fulfilled with more land. A central recommendation to begin solving this problem is the development of a Property Acquisition Plan for the Parks and Recreation Department. The Property Acquisition Plan could help to identify properties which should be monitored for potential purchase by the city or where donations of land might be possible.

This plan can also be a major component of the city's efforts to address climate change. The plan should primarily be focused along existing drainages to preserve the floodways that will carry the storm water from increasing extreme rainfall events that will be exacerbated by continuing development and the resulting increases in runoff. Preservation of these floodways will prevent the construction of infrastructure that may become increasingly vulnerable in a changing climate. Planning for preservation of these lands will also preserve reforestation and restoration of wetland hydrology which will increase carbon storage in both living plant material, as well as soil carbon in the saturated environment of restored wetlands.

This plan will also provide a critical link to nature for residents of West Lafayette. Additional natural areas and programming centered around environmental education was also identified by stakeholders and respondents to the community survey. By planning to preserve ecologically sensitive areas, the Parks and Recreation Department can create opportunities for learning about the biodiversity contained within these natural systems.

In addition, the eventual acquisition of the properties identified within the Property Acquisition Plan can create connections between existing parks and future parks with trails, boardwalks and pathways.



Celery Bog Nature Area



Celery Bog Nature Area

	Goal	Action	Timeline (year)					Estimated Cost	Potential Funding Source
			1	2	3	4	5+		
Park Improvements									
	Happy Hollow Park- Phase 1 Improvements								
		Apply for grant opportunities where feasible and competitive	•					$0	IDNR - Land and Water Conservation Fund; Lily Endowment; Vectren Foundation; Community Foundation of Greater Lafayette; Duke Energy Foundation;Redevelopment Commission
		Coordinate with West Lafayette Engineering Department to construct Phase 1 improvements with park drainage improvements	•					$0	Not Applicable
		Complete Schematic Design and public engagement	•					$30,000-$50,000	Same as Above, General Fund
		Develop design development, construction drawings, and cost estimate	•						Same as Above, General Fund
		Construct Phase 1 Improvements (realigned circulation including parking and pathways)		•				$300,000-$500,000	Same as Above, General Fund, Parks Foundation, Bonds
	Cason Family Park								
		Apply for grant opportunities where feasible and competitive	•					$0	IDNR - Land and Water Conservation Fund; Lily Endowment; Vectren Foundation; Community Foundation of Greater Lafayette; Duke Energy Foundation
		Complete Master Plan	•					$50,000-$100,000	Parks Foundation
		Develop design development and construction drawings	•					$720,000-$1,200,000	Same as Above, General Fund; Parks Foundation
		Begin Park Construction		•				$6-$12 mil.	Same as Above; General Fund, Parks Foundation, Redevelopment Commission; Bonds
	Municipal Nursery								
		Begin Construction of nursery including first planting and greenhouse construction	•					$450,000-$750,000	General Fund, Parks Foundation, Redevelopment Commission Funding, West Lafayette Tree Friends
		Hire Nursery Coordinator		•				$0	General Fund
		Begin harvesting trees for planting around city					•	$0	General Fund
	Cumberland Park Phase 1								
		Complete Schematic Design	•						General Fund
		Develop design development and construction drawings for dog park	•					$0	General Fund, Parks Foundation
		Construct dog park improvements	•					$175,000-$300,000	General Fund, Parks Foundation, Redevelopment Commission

	Goal	Action	Timeline (year)					Estimated Cost	Potential Funding Source
			1	2	3	4	5+		
Park Improvements									
	Peck-Trachtman Park								
		Apply for grant opportunities where feasible and competitive		•				$0	IDNR - Land and Water Conservation Fund; Lily Endowment; Vectren Foundation; Community Foundation of Greater Lafayette; Duke Energy Foundation
		Complete schematic design and public engagement		•				$50,000 - $100,000	General Fund, Parks Foundation, Redevelopment Commission
		Develop design development, construction drawings, and cost estimate			•			$200,000 - $500,000	Same as Above, General Fund
		Construct park improvements				•		$2-$4 mil	Same as Above, General Fund, Bonds
	Navajo Park								
		Complete Schematic Design and public engagement	•					$30,000 - $50,000	General Fund, Parks Foundation, Redevelopment Commission Funding
		Develop design development, construction drawings, and cost estimate	•					$50,000 - $150,000	General Fund
		Begin Park Construction	•					$650,000 - $1,500,000	Same as Above
	Lilly Nature Center Addition								
		Apply for grant opportunities where feasible and competitive		•				$0	Lily Endowment; Vectren Foundation; Community Foundation of Greater Lafayette; General Fund; Parks Foundation
		Complete schematic design and public engagement		•				$50,000 - $100,000	General Fund, Parks Foundation, Redevelopment Commission
		Develop design development, construction drawings, and cost estimate			•			$200,000 - $600,000	Same as Above, General Fund
		Begin construction of Nature Center addition and entrance update				•		$2 - $5 mil.	Same as Above, General Fund, Bonds

LONG-TERM PROJECTS

	Goal	Action	Long-Term Timeline		Estimated Cost	Potential Funding Source
			Mid.	Long		
Park Improvements						
	Tommy Johnston Park					
		Approach property owners and acquire parcels.	•		NA	General Fund, Redevelopment Commission, Bonds
		Apply for grant opportunities where feasible and competitive (will likely require local funds match).	•		N/A	IDNR - Land and Water Conservation Fund, Lily Endowment, Vectren Foundation, Community Foundation of Greater Lafayette
		Complete Schematic Design and public engagement		•	$50,000 - $100,000	Same as Above, General Fund, Redevelopment Commission
		Develop design development, construction drawings, and cost estimate		•	$150,000 - $500,000	Same as Above, General Fund; Bond
		Construct park improvements		•	$1.5 - $5 mil.	Same as Above, General Fund; Parks Foundation
	Happy Hollow Park - Phase 2					
		Apply for grant opportunities where feasible and competitive (will likely require local funds match).	•		$0	IDNR - Land and Water Conservation Fund; Lily Endowment; Vectren Foundation; Community Foundation of Greater Lafayette
		Complete schematic design and public engagement	•		$100,000 - $200,000	Same as Above, General Fund
		Develop design development, construction drawings, and cost estimate	•		$500,000 - $850,000	Same as Above, General Fund
		Construct park improvements	•		$5 - $8 mil.	Same as Above, General Fund, Parks Foundation
	Mascouten Park					
		Coordinate with West Lafayette Engineering Department to plan proposed improvements with planned lift station improvements	•		$0	Not applicable
		Complete schematic design and public engagement	•		$50,000 - $100,000	General Fund, Parks Foundation, WREC, Redevelopment Commission
		Develop design development, construction drawings, and cost estimate		•	$60,000 - $250,000	General Fund, Parks Foundation
		Construct park improvements including parking, paved trails, overlook and canoe/ kayak launch		•	$1,000,000- $2,000,000	IDNR - Land and Water Conservation Fund; Lily Endowment; Vectren Foundation; Community Foundation of Greater Lafayette; General Fund, Redevelopment Commission
	Cumberland Park - Phase 2					
		Apply for grant opportunities where feasible and competitive (will likely require local funds match).	•		$0	IDNR - Land and Water Conservation Fund, Lily Endowment, Vectren Foundation, Community Foundation of Greater Lafayette, Duke Energy Foundation
		Complete Schematic Design and public engagement		•	$50,000 - $100,000	General Fund, Parks Foundation, Redevelopment Commission
		Develop design development, construction drawings, and cost estimate		•	$120,000 - $400,000	Same as above; General Fund, Parks Foundation
		Construct park improvements		•	$1 - $3 mil.	Same as above; General Fund, Parks Foundation, Bonds

	Goal	Action	Long-Term Timeline		Estimated Cost	Potential Funding Source
			Mid	Long		
Park Improvements						
	Wabash Heritage Trail Side Park					
		Add basic WiFi Hotpsot	•		$5,000 - $10,000	General Fund, Parks Foundation, Redevelopment Commission Funding
		Add monument signage consistent with Parks & Recreation Dept. standard		•	$50,000 - $100,000	General Fund, Parks Foundation
		Plant wetland plantings in basin		•	$25,000 - $50,000	General Fund, Parks Foundation
		Install improved lighting and security cameras under bridge		•	$25,000 - $50,000	General Fund, Parks Foundation, Redevelopment Commission
	Trailhead Park					
		Add basic WiFi Hotpsot	•		$5,000 - $10,000	General Fund, Parks Foundation, Redevelopment Commission Funding
		Add monument signage consistent with Parks & Recreation Dept. standard		•	$50,000 - $100,000	General Fund, Parks Foundation
		Install additional dog waste stations	•		$5,000 - $10,0000	General Fund
	George E. Lommel Park					
		Add basic WiFi Hotpsot	•		$5,000 - $10,000	General Fund, Parks Foundation, Redevelopment Commission Funding
		Add monument signage consistent with Parks & Recreation Dept. Standard		•	$50,000 - $100,000	General Fund, Parks Foundation
		Complete Schematic Design and public engagement		•	$50,000 - $100,000	General Fund, Parks Foundation, Redevelopment Commission Funding
		Develop design development, construction drawings, and cost estimate		•	$250,000 - $500,000	General Fund
		Begin Park Construction		•	$2 - $5 mil.	Same as Above, General Fund, Redevelopment Commission
	University Farm Park					
		Add monument signage consistent with Parks & Recreation Dept. standard	•		$50,000 - $100,000	General Fund, Parks Foundation
		Widen concrete sidewalk surrounding playground area (min. 5' width)	•		$5,000 - $10,000	General Fund, Parks Foundation, CBDG Grant
		Add stormwater/native plantings to mowed basin	•		$5,000 - $10,000	General Fund, Parks Foundation
		Add basic WiFi Hotpsot	•		$5,000 - $10,000	General Fund
	Paula R. Woods Park					
		Add monument signage consistent with Parks & Recreation Dept. standard	•		$50,000 - $100,000	General Fund, Parks Foundation
	Municipal Pool					
		Add basic WiFi Hotpsot	•		$5,000 - $10,000	General Fund, Parks Foundation, Redevelopment Commission Funding
	Lagrange Street Open Space					
		Replace maintained lawn areas with stormwater/native plantings	•		$10,000 - $50,000	General Fund, Parks Foundation, Redevelopment Commission Funding

	Goal	Action	Long-Term Timeline		Estimated Cost	Potential Funding Source
			Mid	Long		
Park Improvements						
	Lincoln Park					
		Add monument signage consistent with Parks & Recreation Dept. Standard		•	$50,000 - $100,000	General Fund, Parks Foundation
		Repair and stain shelter for long-term maintenance	•		$5,000 - $10,000	General Fund
		Replace existing playground equipment	•		$175,000 - $300,000	General Fund, Parks Foundation, Redevelopment Commission
		Add basic WiFi Hotpsot	•		$5,000 - $10,000	General Fund
	Celery Bog Nature Area					
		Add basic WiFi Hotpsot	•		$5,000 - $10,000	General Fund, Parks Foundation, Redevelopment Commission Funding
		Add boardwalks in areas of low-lying trails	•		$10,000 - $50,000	General Fund, CBDG Grant

	Goal	Action	Timeline (year)					Estimated Cost	Potential Funding Source
			1	2	3	4	5+		
Policy/ Procedure									
	Parks and Open Space Plan								
		Develop land use master plan to identify areas of potential for future park land donations and acquisition	•					$100,000 - $200,000	General Fund, Parks Foundation, Redevelopment Commission, Tippecanoe County Parks & Recreation
	Wabash Heritage Trail Extension								
		Progress discussions for Wabash Heritage Trail Extension with City and County	•					$0	NA
		Wabash Heritage Trail Master Plan		•				$100,000 - $300,000	General Fund, Parks Foundation, Tippecanoe County Parks & Recreation, WREC
	Tapawingo Park Master Plan								
		Develop master plan for park including evaluating current facilities and uses, additional river engagement, access to park, public engagement, and final plan for improvements.		•				$150,000 - $300,000	General Fund, Parks Foundation, Redevelopment Commission
	Bicycle and Pedestrian Master Plan								
		Develop bicycle and pedestrian master plan to identify and plan for on-road and off-road bicycle and pedestrian facilities including analyzing intersection safety and level of service of existing facilities		•				$200,000 - $350,000	General Fund, Parks Foundation, Redevelopment Commission, Engineering Department
	Increase Park Lands								
		Continue to identify and develop opportunities for land donations and land acquisitions especially in areas of the city in need of more park facilities	•					$0	General Fund, Parks Foundation, Redevelopment Commission, Engineering Department
	Increase Park Facility and Program Awareness								
		Update Parks and Recreation Department website.	•					$50,000 - $100,000	General Fund
		Explore Parks and Recreation Department mobile application	•					$10,000 - $50,000	General Fund
	Establish Parks and Recreation Maintenance Endowment								
		Establish Parks and Recreation Maintenance Endowment through the Parks Foundation or through a partnership with the Community Foundation of Greater Lafayette					•	$500,000 - $2,000,000	Parks Foundation, Community Foundation of Greater Lafayette, General Fund
	Explore Park Impact Fee Implementation								
		Explore Park Impact Fees as allowed per Indiana Code (IC 36-7-4-1300 et. al.) to fund park or recreational facility construction	•					$50,000 - $100,000	General Fund, Parks Foundation, Redevelopment Commission




WEST LAFAYETTE
parks and
recreation

BPR 2022 – 01

A RESOLUTION TO ADOPT WEST LAFAYETTE PARKS AND RECREATION PARKS MASTER PLAN UPATE AS ITS OFFICAL PLAN FOR 2022-2027

WHEREAS, the West Lafayette Board of Parks and Recreation is aware of the parks and recreation needs of the citizens of West Lafayette, Indiana; and

WHEREAS, the West Lafayette Board of Parks and Recreation realizes the importance of sound planning in order to meet the need of its citizens; and

NOW THEREFORE, be it resolved the West Lafayette Board of Parks and Recreation, by unanimous declaration, does now adopt the West Lafayette Parks Master Plan Update as its official plan for the next five years, for the growth and development of parks and recreational opportunities in West Lafayette, Indiana.

This resolution shall be in full force and effect after its passage by the West Lafayette Board of Parks and Recreation.

Motion to adopt said resolution was made by: _____

Seconded by: _____

The following vote was cast:

Ayes:

Nays:

The Presiding Officer thereupon declared the Resolution duly adopted.

Date:_____

Presiding Officer:_____

Attest: _____ Attest: _____

WEST LAFAYETTE PARKS AND RECREATION

STAFFING STUDY

WEST LAFAYETTE
parks and recreation

JUNE 2022

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OVERVIEW

This plan process included a comprehensive analysis of the West Lafayette Parks and Recreation Department's existing operations, service levels, infrastructure management, organizational structures, and staffing levels. In addition, the results from the community survey and staff survey conducted as a part of the Parks and Recreation Master Plan Update were reviewed for information pertinent to this study.

The intent of the Parks and Recreation Department Staffing Study is to evaluate the current staffing level of the department in comparison with similar cities and national standards. The recommendations included as a part of this study are intended to help the Department attain its next level of delivering public services. Enhancing the effectiveness of the Department is not as simple as maintaining current levels of staff but instead requires evaluation of the Department in association with the roles of other city departments in creating quality of life for the residents of West Lafayette. Although, this study includes plenty of data and benchmarks to consider, ultimately the Department must also factor in the unique services and parks that make up the West Lafayette Parks and Recreation network to identify the number of staff needed to continue providing the level of services that the Department is known for. Recommendations should also anticipate and plan for the growing needs as programs and facilities are added to the parks system.

MAKING THE MOST OF FUNDING

The Parks and Recreation Department understands that city funds are not limitless. The Department is constantly evaluating ways to leverage city funding to capitalize on grants and partnership programs to allow the Department to provide additional services without additional funding. However, these sources are not consistent or guaranteed year after year and should be utilized to provide supplementary staff support and not relied on for regular staffing needs. The recommendations included in this report for additional staff are the minimums needed to continue to provide the level of service that city residents have come to expect for parks and recreation in the City of West Lafayette.

One example of the Department working to leverage existing funds is participation in the AmeriCorp Program. AmeriCorp is a federal agency that funds organizations to make positive impacts in communities. The Parks and Recreation Department will be partnering with Public Allies (serving as the host site for the AmeriCorp program) from September 2022-June 2023 to host 1 worker. In addition, the Department will be partnering with Indiana Serves to host 10 AmeriCorp staff during 2024. This partnership will focus on improvement projects for Happy Hollow Park and will provide AmeriCorp staff with opportunities to develop skills for their participants.

The Department regularly organizes volunteers to supplement services provided by staff. Recent volunteer events have included invasive plant removal, maintenance of tree canopy in park corridors, and education programs at Lilly Nature Center. Much like grant programs, volunteer groups can not always be guaranteed and their skills are often limited to assistance in particular areas.

PROJECT METHODOLOGY

The City of West Lafayette retained the consultant to conduct a staffing study to determine appropriate numbers of personnel needed to maintain and increase levels of service for the city. The main objective of this study is to increase the delivery of services for residents. To reach this goal, the Department is exploring ways to go beyond its current standards and achieve more effective modes of operations in a fiscally responsible way.

The recommendations included in the study not only address the current needs of the Department but also anticipate future trends and changes in recreational programming and the addition of new park facilities. The West Lafayette Parks and Recreation Master Plan Update included several new park projects to be implemented in the next five years. The Department should plan for additional staff as needed to incorporate these new facilities into the network before those projects become active parks. In addition, new parks create the opportunity for new recreational programming which can oftentimes require additional staff as well.

A well-executed staffing study can also be viewed favorably in the eyes of the public. This study illustrates the desire of the Parks and Recreation Department to improve its level of services while also being fiscally responsible. This report can be a tool to communicate with the public and to bring focus to a wide variety of services offered by the Department. Most citizens don't understand the depth of services that are provided, and the information included here can more accurately reflect services.

The scope of this study is not to provide an exhaustive, in-depth examination of the Department's operations but does include an overview of the many programs and facilities that the Department is responsible for operating and maintaining daily.



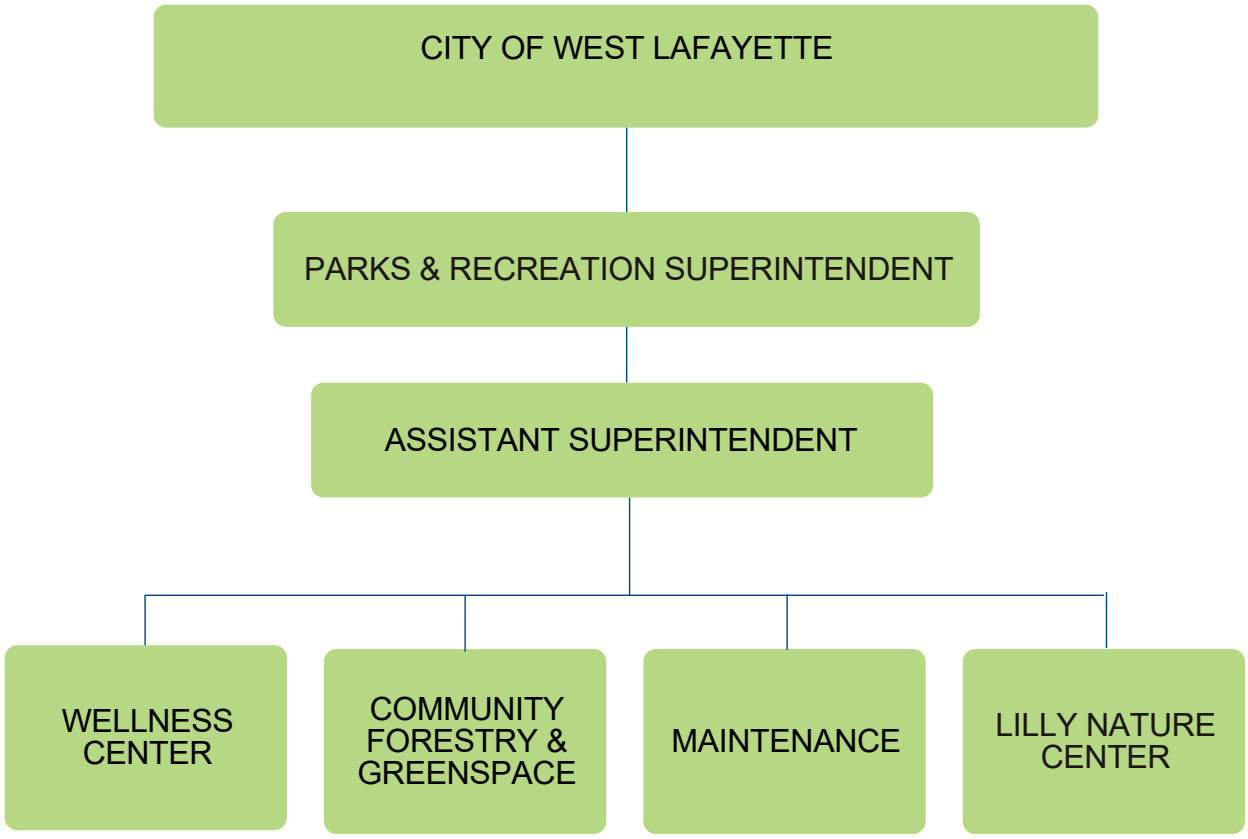



Walking Trails
Experience Nature
DNR
STATE PARKS

DEPARTMENT OVERVIEW

The mission of West Lafayette Parks and Recreation Department is to enhance the quality of life in the city by connecting its citizens to the best possible parks, recreational facilities, and programs. The Parks and Recreation Department is responsible for managing 464 acres of recreational areas, picnic grounds, nature trails, playgrounds, a nature center, dog park, and acres of natural open spaces. The staff are also responsible for organizing a wide range of community events, activities, and classes year-round.

Parks and Recreation Department
Organizational Chart



BUDGET OVERVIEW

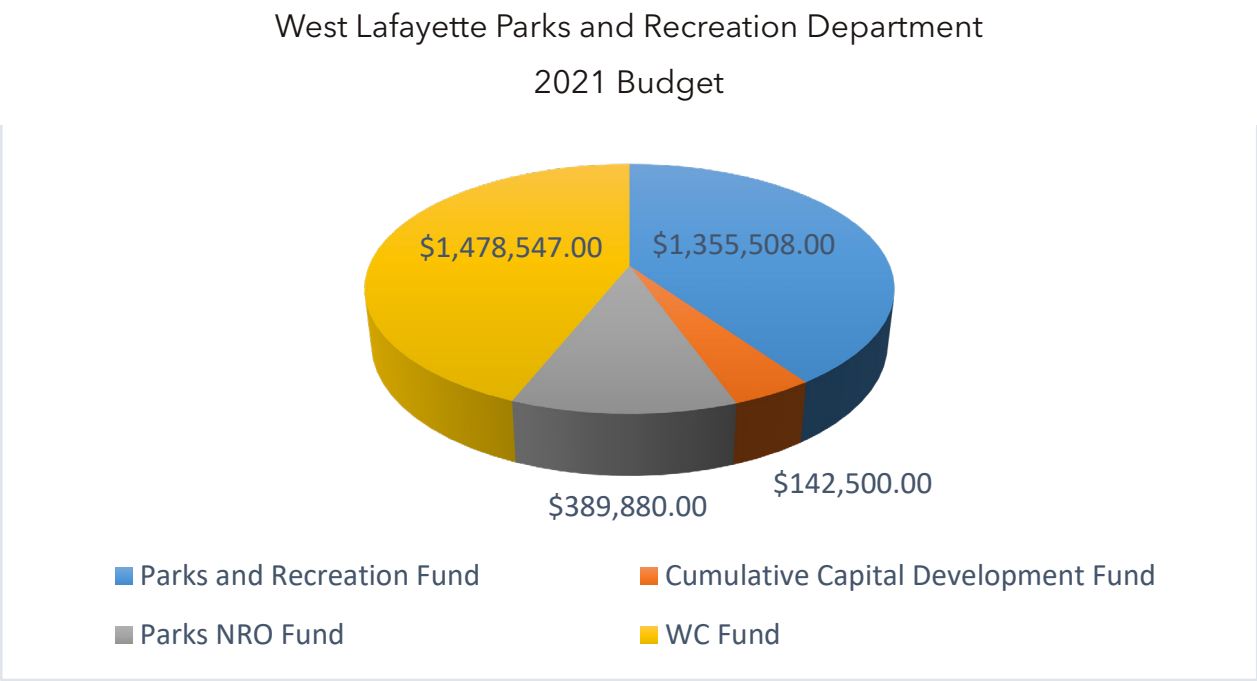
Over the past five years, the City of West Lafayette Parks & Recreation Department's operating costs have been distributed among four (4) different municipal budgets: the Parks & Recreation Fund, the Cumulative Capital Development (CCD) Funds, Parks NRO Fund, and the WC Fund. Together, these budgets cumulatively represent a 2021 operating budget for the Department of $1,887,888 not including the WC fund which is used exclusively for the Wellness Center operations.

The Parks and Recreation Fund represents the second largest revenue source for the department at $1,355,508 for 2021. This funding source is generated mostly from property taxes and provides for general operating funds. Funding from this budget has gradually increased each year over the past five years.

The CCD Funds also draw from property taxes, however, go towards maintenance and project specific funds. In 2021, the CCD budget was $142,500. The WC (Wellness Center) Fund is an enterprise fund and is supported by membership and programming fees. The WC Fund provides funds for operating the Wellness Center. In 2021 $1,478,547 was available for these operations.

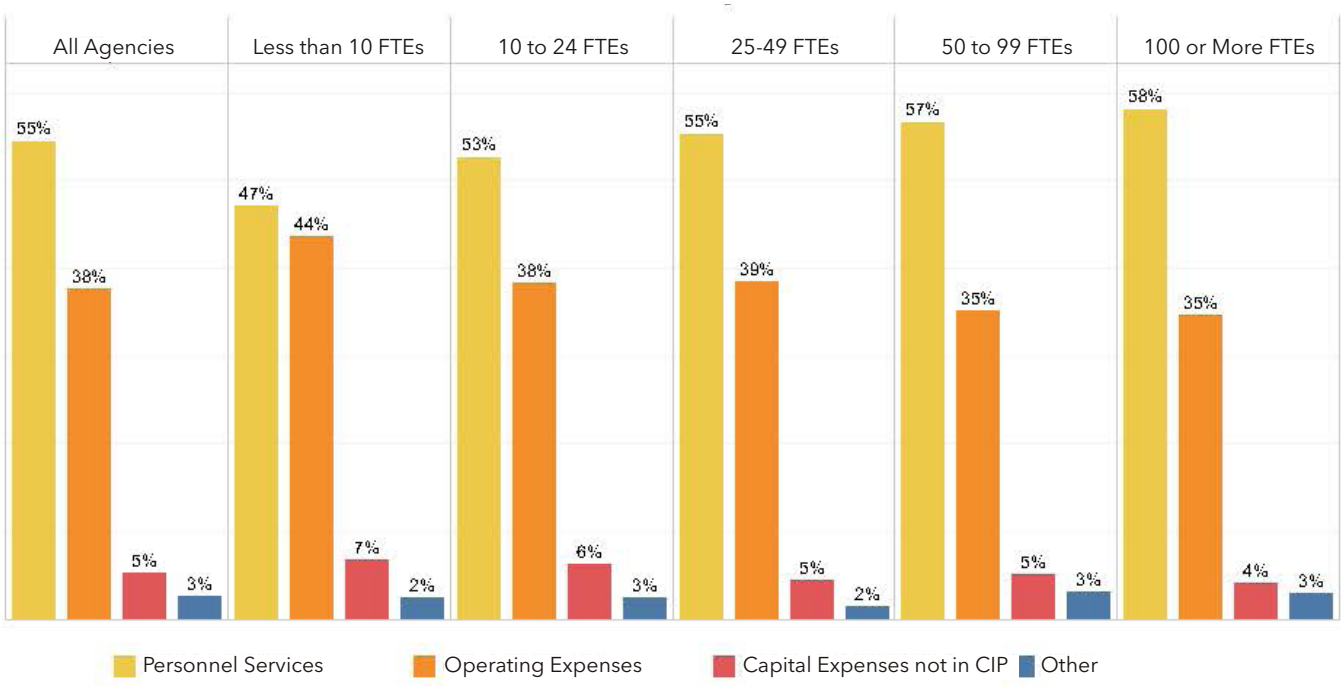
The NRO Fund provides a revenue source for all lessons and classes. Funding in this category has increased since 2016, The NRO fund was $389,880 in 2021.

The graphics on the adjacent page show the distribution of expenditures for parks and recreation departments as reported for the NRPA 2021 Agency Performance Review.



Distribution of Operating Expenditures

On average, 55 percent of agencies operating expenditures go to personnel services.

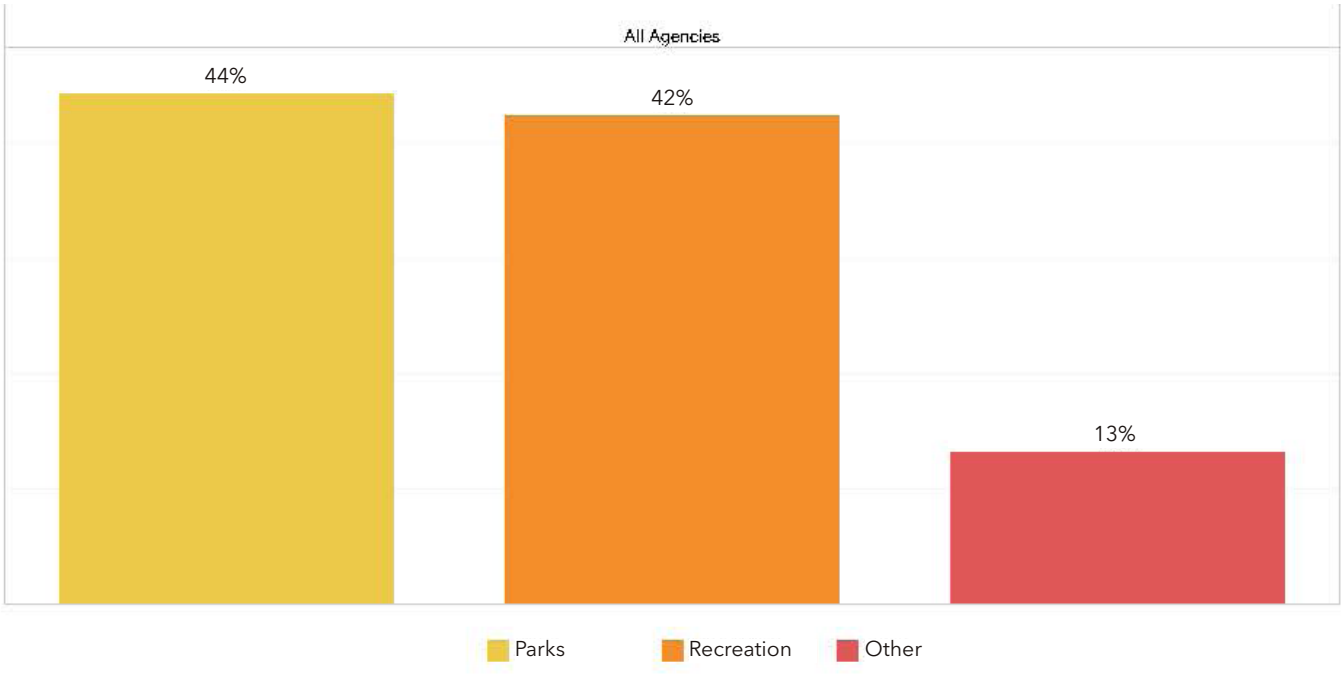


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* Findings from the 2021 *Agency Performance Review* uscs data from Park Metris, NRPA's park and recreation agency performance benchmarking tool from 2018-2020.

Operating Expenditures Dedicated to Parks and Recreation

Agencies dedicate roughly the same percent of their operating budgets to parks as they do recreation.



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* Findings from the 2021 *Agency Performance Review* uscs data from Park Metris, NRPA's park and recreation agency performance benchmarking tool from 2018-2020.

PROGRAMMATIC SERVICES

The many programs offered by the West Lafayette Parks and Recreation Department provide residents with a variety of recreational opportunities which adds to quality of life. These programs also help advance the Department by drawing visitors into the Department's parks and trails. With over 2,600 program sessions offered by the Department, there are a multitude of opportunities to learn, exercise, explore, interact socially, and connect with the environment, all of which are vitally important for the sense of community.

West Lafayette Parks and Recreation Department Programs/Activities (2021)			
Program/Activity	Number of Sessions	Location	No. of Participants
Gingerbread & Jammies	6	Wellness Center	117
Parent's Night Out	7	Wellness Center	140
Saturday Story Time	8	Wellness Center	112
Family Glow Night	2	N/A	17
Summer Camp	3	N/A	397
Summer Camp	40	Wellness Center	4764
Summer Camp	6	Lilly Nature Center	300
Winter Break Camp	32	Wellness Center	840
Head Camper Program	10	Wellness Center	31
Yoga ZOOM	19	N/A	1056
Yoga	58	Celery Bog Nature Area	223
Yoga ZOOM	3	Celery Bog Nature Area	6
Yoga - Chair	27	Wellness Center	284
Yoga - Hatha	56	Wellness Center	563
Yoga - Vinyasa flow	55	Wellness Center	660
Yoga- Yin	39	Wellness Center	507
Yoga - Pilates Fusion	92	Wellness Center	1288
Group Exercise - Aqua Core	9	Wellness Center	126
Group Exercise - Aqua XT	317	Wellness Center	4438
Group Exercise - Barre	60	Wellness Center	540
Group Exercise - Cycle 45	26	Wellness Center	289
Group Exercise - HIIT Cycle	50	Wellness Center	587
Group Exercise - HIIT Squad	53	Wellness Center	636
Group Exercise - Life Strength	77	Wellness Center	462
Group Exercise - Pound	52	Wellness Center	624
Group Exercise - Senior Fitness	105	Wellness Center	3150
Group Exercise - Stronger Together	31	Wellness Center	279
Group Exercise - Synrgy Boot Camp	95	Wellness Center	927
Group Exercise - Tabata	189	Wellness Center	3024
Group Exercise - Tone and Sculpt	253	Wellness Center	5060
Group Exercise - Total Fit Circuit	65	Wellness Center	520
Group Exercise - TRX Synrgy	99	Wellness Center	1089
Group Exercise - Zumba	95	Wellness Center	855
Group Exercise - Zumba Gold	63	Wellness Center	441
Personal Training/Wellness Appointments	135	Wellness Center	1236

West Lafayette Parks and Recreation Department Programs/Activities (2021)			
Program/Activity	Number of Sessions	Location	No. of Participants
Art - Advanced Painting & Drawing	25	Margerum City Hall	56
Art - for Teens	1	Margerum City Hall	9
Art - Choose Your Medium	20	Margerum City Hall	11
Art - Creative Art Expressions	3	Margerum City Hall	22
Art - Creative Painting & Drawing	8	Margerum City Hall	1
Art - Draw & Paint with a Vision	10	Margerum City Hall	6
Art - Drawing, Painting & Mixed Media	23	Margerum City Hall	31
Art - Fabric Art 101	1	Margerum City Hall	4
Art - Sculpey & Sculpture	1	Margerum City Hall	10
Spring Break Art Camp	4	Margerum City Hall	1
Diving Lessons	8	Municipal Pool	57
Swim Lessons - Group	109	Wellness Center	416
Swim Lessons -Group	121	Municipal Pool	34
Swim Lessons - Junior Lifeguard	5	Municipal Pool	58
Aqua XT Class	27	Municipal Pool	351
5k Training Program	1	Wellness Center	75
Cumberland Park 5k	1	Wellness Center	48
Tennis	58	West Lafayette Community School Corporation	449
Softball Leagues	6	Cumberland Park	74
Adult Coed Recreational Volleyball League	2	Wellness Center	11
Winter Youth Basketball League	3	Wellness Center	264
Fall Youth Basketball League	3	Wellness Center	186
Group Basketball Training	4	Wellness Center	9
Farmers Market - Vendors	4	Cumberland Park	160

Note: Programs included in this chart are from 2021 and do not include programs planned to be implemented in 2022 and future years.

EXISTING FACILITIES

The Parks and Recreation Department operates and maintains 15 parks with a variety of amenities. A summary outline of parks and their amenities is included below. In addition to the amenities listed below, the Department also manages over 39 miles of linear trail corridor and many acres of natural area including nature preserves and wildlife habitat.

West Lafayette Parks and Recreation Department Facilities (2022)		
Park/Facility	Quantity	Amenities
Happy Hollow Park	81 Ac.	Public Parking Picnic Shelters Playground Paved Trails Nature Trails Dog Park Sand Volleyball Courts Children's Garden
Celery Bog Nature Area	195 Ac.	Public Parking Amphitheater Outdoor Classroom Paved Trails Nature Trails Nature Preserve Boardwalks
Lilly Nature Center	6,600 SF	Public Parking Nature Center Classrooms Educational Exhibits
West Lafayette Wellness Center	8,000 SF	Fitness Center Aquatics Center Classrooms Community Rooms Indoor Track
West Lafayette Municipal Pool	2.5 Ac.	Public Pool Diving Boards Lap Swimming Wading Pool
Community Bay at Purdue University Boathouse	1 Bay	Canoe Boat Launch
Northwest Greenway Trail	18.1 Mi.	18.1 Miles
Cattail Trail	10.6 Mi.	10.6 Miles
Wabash Heritage Trail	10.7 Mi.	10.7 Miles
Municipal Nursery	14.7 Ac.	Tree Nursery Greenhouse Hoop Houses
Parks and Recreation Maintenance Facility	2.0 Ac.	Maintenance Barn Equipment Storage Material Storage

West Lafayette Parks and Recreation Department Facilities (2022)		
Park/Facility	Quantity	Amenities
Lincoln Park	0.5 Ac.	Playground Picnic Shelter
Paula R. Woods Park	0.5 Ac.	Playground Picnic Shelter
Tommy Johnston Park	0.5 Ac.	Basketball Court Fitness Equipment Picnic Shelter
LaGrange Street Open Space	2.08 Ac.	Open Space
Peck-Trachtman Park	2.0 Ac.	Playground Picnic Shelter Open Space
University Farm Park	6.0 Ac.	Playground Picnic Shelter Open Space
George E. Lommel Park	5.0 Ac.	Playground Picnic Shelter Open Space
Trailhead Park	4.0 Ac.	Picnic Shelter Paved Trails
Cason Family Park	27.06 Ac.	Undeveloped
Navajo Park	0.5 Ac.	Undeveloped
Wabash Heritage Trail Side Park (Fishtail Park)	14.0 Ac.	Paved Trails Overlook Public Art
Mascouten Park	15.0 Ac.	Public Parking Boat Ramp
Tapawingo Park and Riverside Skating Center	20 Ac.	Public Parking River Overlook Riverside Skating Center Playground Shleters Open Space Paved Trails Public Art Pedestrian Bridge
Cumberland Park	62 Ac.	Michaud-Sinninger Nature Preserve Farmers Market Community Garden Plots Public Parking Playground Picnic Shelter Paved Trails Nature Trails Basketball Courts Softball Fields Pony League Baseball Diamond

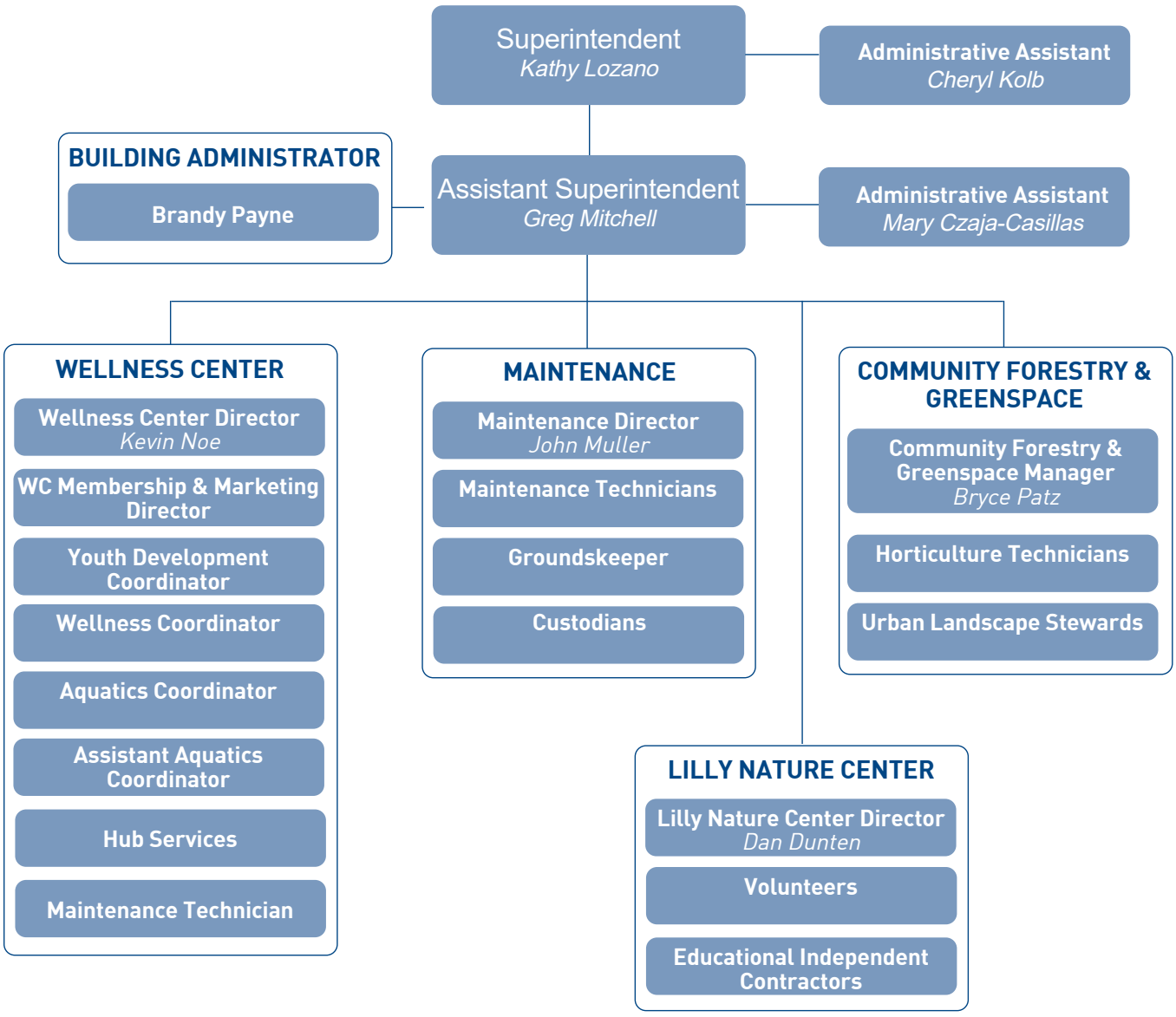
STAFFING AND ORGANIZATION

The Parks and Recreation Department is responsible for all operations and maintenance associated with the parks and multi-use trails in West Lafayette. The Department's service areas are primarily organized around administrative operations, recreational programming, and maintenance operations. In addition, the maintenance and operation of the West Lafayette Wellness Center falls within the responsibilities of the Department. Although the Department does not have divisions, the agency is organized around directors who oversee staff within their areas of administration and include the Wellness Center, maintenance, community forestry and greenspace, Lilly Nature Center, and the building administrator.

The organizational chart illustrates the structure of the Department. The following pages include a listing of existing staff positions within the Department.

Parks and Recreation Department

Organizational Chart



EXISTING PERSONNEL

Position	Full/Part Time	Department	No.
Administration			
Parks Superintendent	Full Time	Parks & Rec.	1
Parks Assistant Superintendent	Full Time	Parks & Rec.	1
Parks Director	Full Time	Parks & Rec.	1
Wellness Center Director	Full Time	Wellness Center	1
Lilly Nature Center Director	Full Time	Parks & Rec.	1
Membership & Marketing Director	Full Time	Wellness Center	1
Community Forestry & Greenspace Manager	Full Time	Parks & Rec.	1
Building Administrator	Full Time	Parks & Rec.	1
Parks Administrative Assistant	Full Time	Parks & Rec.	2
Hub-Services Associate FT	Full Time	Wellness Center	2
Hub Services Associate	Part Time	Wellness Center	1
Maintenance			
Maintenance Technician I (Trails)	Full Time	Parks & Rec.	1
Maintenance Technician I	Full Time	Parks & Rec.	2
Maintenance Technician II	Full Time	Parks & Rec.	5
Maintenance Tech I (Wellness Center)	Full Time	Wellness Center	1
Horticulture Technicians	Full Time	Parks & Rec	2
Custodian (City Hall)	Regular Part Time	Parks & Rec.	1
Parks Maintenance/Groundskeeper	Part Time	Parks & Rec.	1
Wellness Center Custodian	Part Time	Wellness Center	1
Community Forestry Intern	Part Time	Parks & Rec.	1
Urban Landscape Steward/Horticulture Intern	Part Time	Parks & Rec.	1

EXISTING PERSONNEL

Position	Full/Part Time	Department	No.
Recreational Programming			
Youth Development Coordinator	Full Time	Wellness Center	1
Wellness Coordinator	Full Time	Wellness Center	1
Aquatics Coordinator	Full Time	Wellness Center	1
Assistant Aquatics Coordinator	Full Time	Wellness Center	1
Margerum City Hall Program Assistant	Part Time	Parks & Rec.	1
Riverside Skate Rink Instructor	Part Time	Parks & Rec.	21
Riverside Skate Rink Staff	Part Time	Parks & Rec.	7
WL Municipal Pool Staff	Part Time	Parks & Rec.	25
WL Municipal Pool Private Lesson Instructor	Part Time	Parks & Rec.	12
WL Municipal Pool Group Lesson Instructor	Part Time	Parks & Rec.	12
WL Municipal Pool Party Guard/Manager	Part Time	Parks & Rec.	12
Head Counselors	Part Time	Parks & Rec.	1
Camp Counselors	Part Time	Parks & Rec.	8
Softball League Director	Part Time	Parks & Rec.	1
Softball Umpire	Part Time	Parks & Rec.	6
Tennis Instructors	Part Time	Parks & Rec.	3
Program Instructors	Part Time	Independent Contractors	12
Officials/referees/Umpires	Part Time	Independent Contractors	varies
Clubhouse Shift Leader	Part Time	Wellness Center	2
Clubhouse Associate	Part Time	Wellness Center	6
Personal Trainer	Part Time	Wellness Center	6
Personal Trainer/Wellness Coach	Part Time	Wellness Center	6
Group Exercise I	Part Time	Wellness Center	12
Group Exercise II	Part Time	Wellness Center	12
Head Counselors	Part Time	Wellness Center	1
Camp Counselors	Part Time	Wellness Center	20
After School Care Staff	Part Time	Wellness Center	8
Private Tutor	Part Time	Wellness Center	2
Adult Sports Official	Part Time	Wellness Center	4
Youth Sports Official	Part Time	Wellness Center	4
Sports Instructor	Part Time	Wellness Center	1
CPR-Lifeguard Instructor	Part Time	Wellness Center	4
Wellness Center Head Lifeguard	Part Time	Wellness Center	8
Wellness Center Lifeguard	Part Time	Wellness Center	40
Wellness Center Group Swim Instructor	Part Time	Wellness Center	20

DEPARTMENT SERVICE AREAS

The following chart includes a basic outline of service areas for the Department. The charts on the following page show key responsibilities for parks and recreation agencies across the nation. When comparing the list of responsibilities and the average number of staff typically found in Parks and Recreation Departments across the nation, it is apparent that the West Lafayette Parks and Recreation Department provides the same services but with fewer staff and needs to increase its number of staff to remain competitive.

PRIMARY SERVICE AREAS	
Characteristic	Description
Hours of Operation	Parks crews work from 7:00 a.m. to 3:30 p.m. Full time staff rotate weekends and are assigned 2 hours on Saturday and 3 hours on Sunday to remove trash from municipal parks. Staff quite often exceed the minimum hours listed. Recreation staff work 8:00 a.m. to 5:00 p.m. with flex hours to cover programs and events.
Coverage Area	Responsible for 464 acres, a total of fifteen parks including developed parks and linear parks/trails, open space, Lily Nature Center, Celery Bog Nature Area, Wellness Center (8,000 s.f.), and a range of recreational programming.
Statutory Regulations Governing Service Provisions within Department	The Parks and Recreation Board is responsible for oversight of the Parks and Recreation Department. This includes fiscal and policy oversight.
Current Services Outsourced/Contracted	Capital projects/construction projects. Pest control, HVAC, Electrical, Pond/Lake Maintenance, Temporary restroom facilities, Hazardous tree work, athletic court manitenance.
Current Services Provided with, to , or by another Governmental Agency	Partner with the Arts Commission to provide events/festivals. Responsible for the maintenance of two School District fields. Work with various non-governmental agencies such as the volunteer youth sports associations and various festival organizers.
Known Future Changes that will impact service area	Cumberland Park dog park expected to be dedicated in 2022. Cason Family Park to be dedicated in 2024. Splash Pad at Wellness Center expected to be dedicated in 2023.
Technology Used	Munis - City wide budgeting CivicRec - Rentals Tree Plotter - Tree Location and tracking data software

Key Responsibilities of Park and Recreation Agencies

Nearly nine in 10 agencies operate and maintain indoor facilities.

	All Agencies	250 or Less	251 to 1,000	1,001 to 3,500	Over 3,500
Operate and maintain park sites	96%	96%	98%	98%	100%
Provide recreation programming and services	93%	91%	94%	95%	96%
Operate and maintain indoor facilities	89%	84%	89%	93%	95%
Have budgetary responsibility for its administrative staff	85%	79%	87%	91%	91%
Conduct jurisdiction wide special events	80%	78%	79%	87%	82%
Operate, maintain, or manage trails, greenways, and/or blueways (TGB)	79%	61%	87%	91%	98%
Operate, maintain, or manage special purpose parks and open spaces	73%	56%	80%	85%	90%
Include in its operating budget the funding for planning and development functions	71%	64%	70%	76%	89%
Operate and maintain non-park sites	68%	62%	71%	74%	75%
Operate, maintain, or contract outdoor swim facilities/water parks	66%	53%	72%	76%	81%
Administer or manage tournament/event quality outdoor sports complexes	58%	40%	64%	73%	75%
Operate, maintain, or contract tennis center facilities	53%	47%	56%	58%	60%
Administer community gardens	43%	30%	42%	56%	63%

30% 100%

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* Findings from the 2021 *Agency Performance Review* uscs data from Park Metris, NRPA's park and recreation agency performance benchmarking tool from 2018-2020.

Other Responsibilities of Park and Recreation Agencies

	All Agencies	Less than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	Over 250,000
Operate, maintain, or contract golf courses	35%	13%	28%	36%	50%	61%
Manage large performance outdoor amphitheaters	35%	21%	31%	37%	42%	52%
Operate, maintain, or contract tourism attractions	34%	21%	29%	30%	40%	61%
Operate, maintain, or contract indoor swim facilities/water parks	32%	20%	31%	39%	36%	39%
Administer or manage farmer's markets	21%	15%	24%	24%	17%	22%
Administer or manage tournament/event quality indoor sports complexes	18%	12%	15%	20%	18%	27%
Operate, maintain, or contract campgrounds	19%	11%	9%	9%	22%	54%
Maintain, manage or lease indoor performing arts center	18%	10%	17%	20%	26%	22%
Administer or manage professional or college-type stadium/arena/racetrack	9%	3%	6%	8%	11%	19%
Maintain or manage beaches (inclusive of all waterbody types)	17%	10%	16%	16%	16%	27%
Manage or maintain fairgrounds	6%	7%	3%	4%	8%	12%
Operate, maintain or contract marinas	8%	2%	7%	5%	11%	20%

2% 61%

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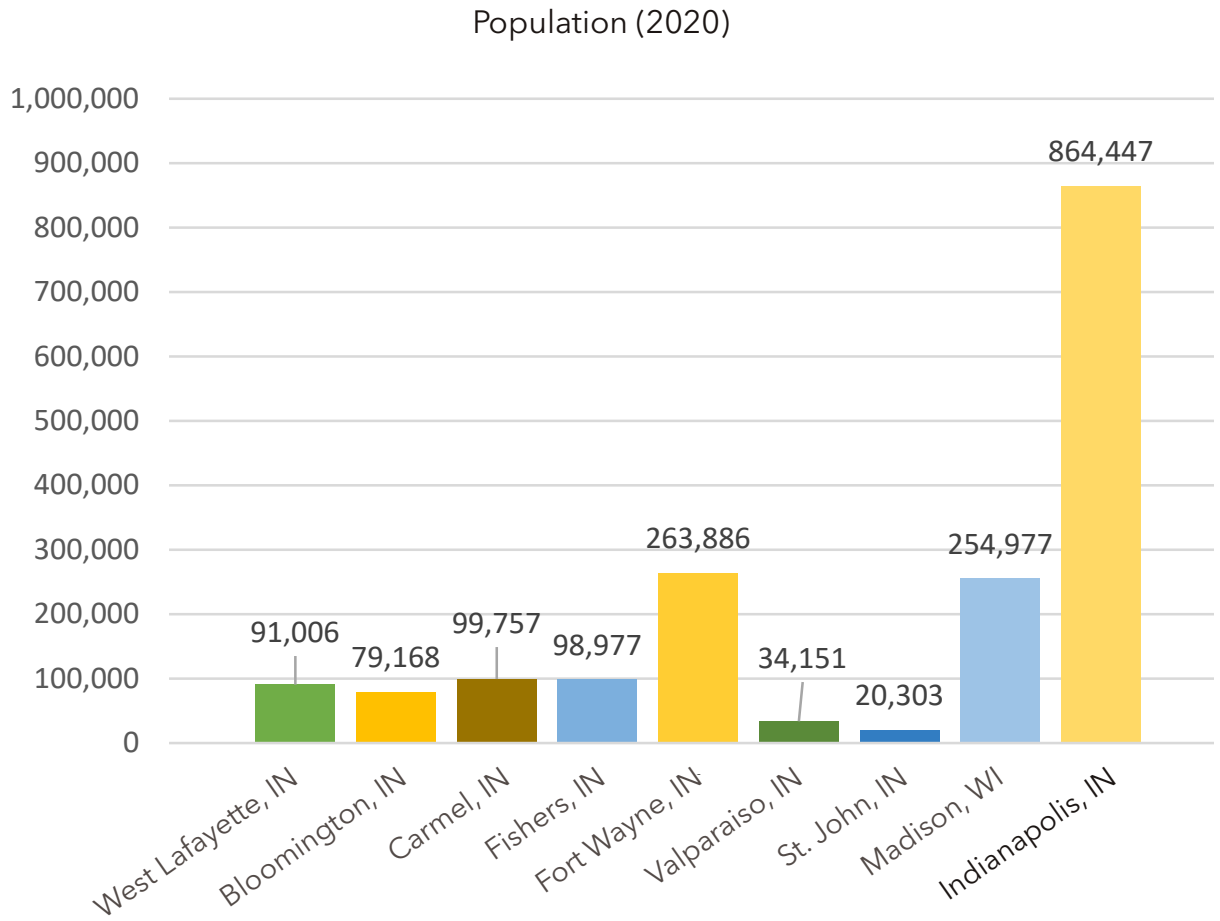
* Findings from the 2021 *Agency Performance Review* uscs data from Park Metris, NRPA's park and recreation agency performance benchmarking tool from 2018-2020.

BENCHMARK STUDY

A benchmark analysis was conducted to compare staffing levels of cities with similar recreational facilities. Although parks and recreation networks are unique for every city, conclusions can be drawn from looking at cities with similar park acreages and similar amenities that are included within their parks. Although, not all of the benchmark cities have indoor recreation or aquatic centers, the majority do have indoor recreational community centers. The benchmark cities included in the comparison include Bloomington, Carmel, Fishers, Fort Wayne, Valparaiso, St. John, and Indianapolis, Indiana along with Madison, WI.

The following chart shows the population for each city. Although Fort Wayne, Indianapolis, and Madison, WI are much larger cities, they include parks systems that the West Lafayette Parks and Recreation Department would like to emulate. It is also helpful to see the level of service that these cities are providing in terms of staffing levels compared with the land area and amenities that they are managing.

The 2020 population that is shown for West Lafayette includes Purdue University student population. Although students come and go, the number of students enrolled at the university is consistent and continues to grow. Many of the students utilize the parks during their time at college and should be considered when looking at the impacts of population on the parks network.



Note: Bloomington, Valparaiso, and Madison populations numbers include university student populations.

Source: U.S. Census Bureau 2020 Census Data.

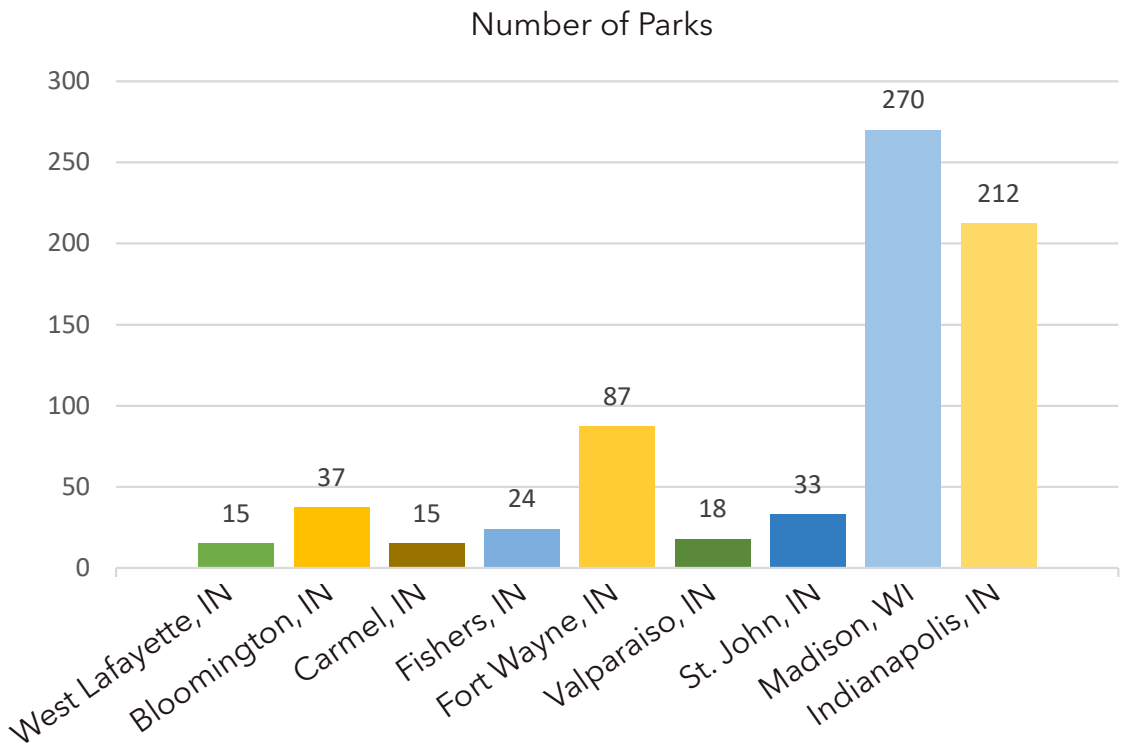
The number of parks for the city of West Lafayette is largely determined by the land area available for park development. The City of West Lafayette is very limited in available land. The charts on the adjacent page show the comparison of parks available for each of the benchmark cities and the number of residents per park which is a calculation of the number of parks in relation to population. This metric is a simplification of park use, but is illustrative of the use that parks might see. The more park land that is convenient and available, the less impact residents can have on individual parks. Actual use of parks is individualized and includes the number of users, the facility types, and park context. Parks in the City of West Lafayette will likely see more of an impact from residents simply because there is less parkland for citizens to share.

The NRPA (National Recreation and Parks Association) Average shown in the "Residents per Park" chart is the average based on the NRPA Agency Performance Review (2021). The NRPA Agency Performance Review is the most comprehensive resource of data for park and recreation. Data in this report includes information as submitted by reporting park and recreation agencies from across the nation. All NRPA data included in the following charts is from this resource.

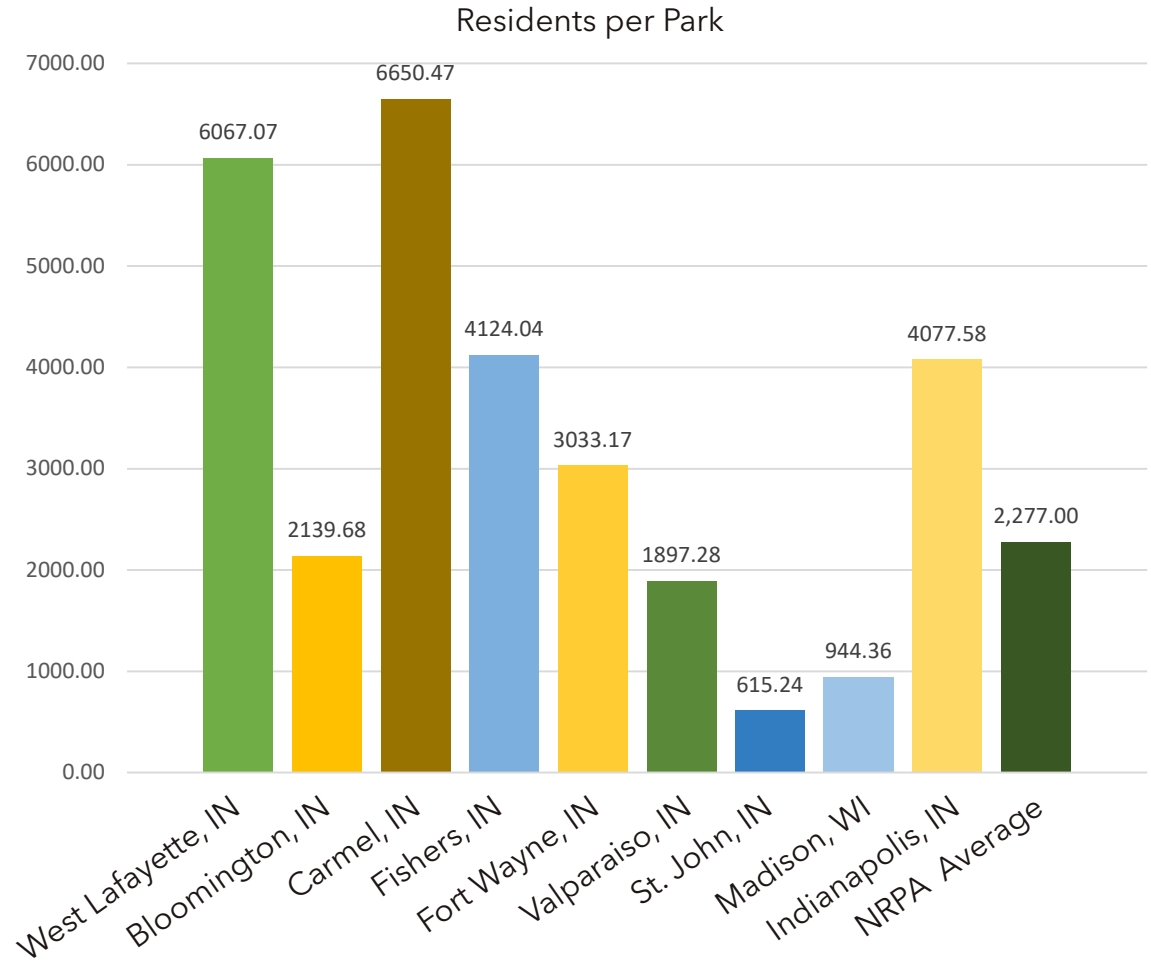
2022 NRPA Agency Performance Review Key Findings



Source: NRPA Agency Performance Review - 2022



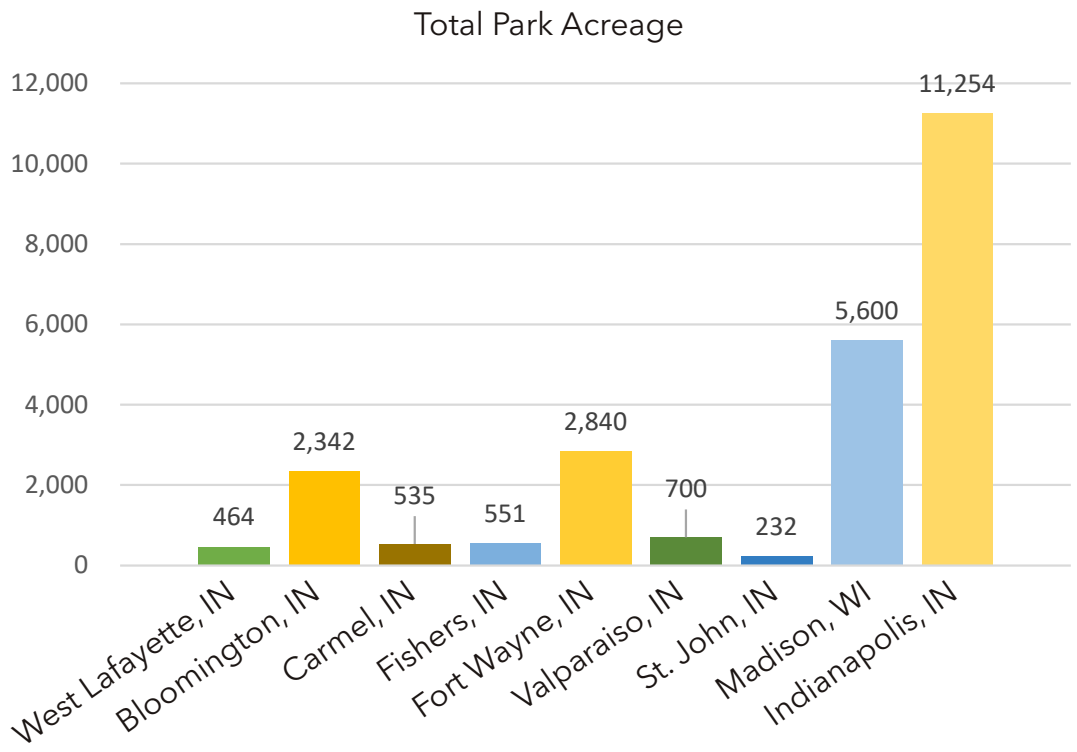
Source: U.S. Census Bureau 2020 Census Data.



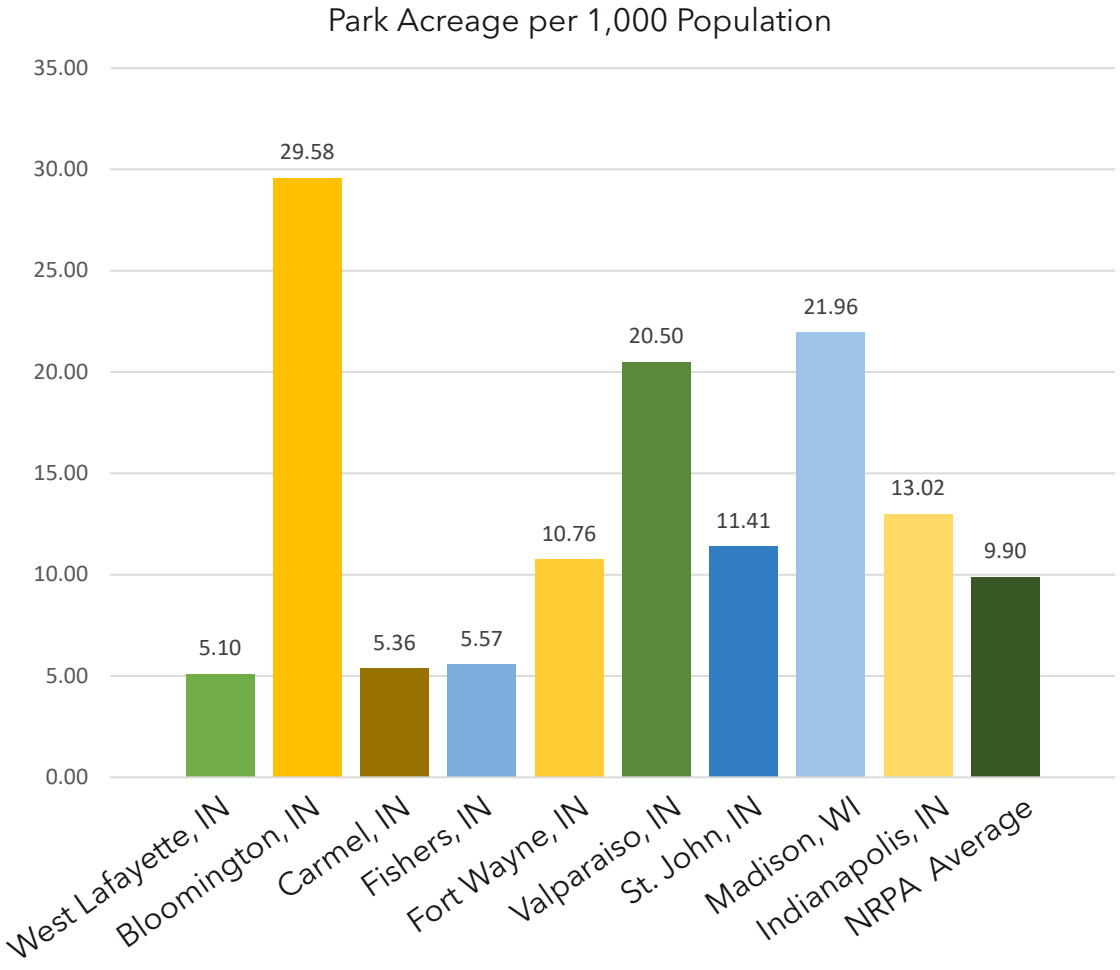
Source: U.S. Census Bureau 2020 Census Data.

The total park acreage for the benchmark agencies varies from over 200 acres to over 11,000 acres for the largest city, Indianapolis. Just as the individual amenities are unique for each city, the history of park acquisition for each city is varied. Land area available, past focus on the importance of parks, land donations, and implementing land use regulations can influence the amount of parkland that each agency finds itself able to work with. Natural areas less likely to be developed like floodplains can also drastically alter the amount of parkland that is developed for public use.

West Lafayette has 5.10 acres of parkland per 1,000 residents.. The city is significantly lower when compared with the national average of 9.90 acres per 1,000 residents. It is important to remember that the national average does not take into account the size of the city but is just an average for all reporting agencies across the nation. This metric does illustrate the amount of use and programming that the Department is supporting with less acreage of land available to them. The 2022 Parks and Recreation Master Plan identified the need for the Department to continue efforts to acquire more land. However, Purdue University will always present a unique challenge for the Department with a large number of students utilizing a relatively smaller number of parks.



Source: U.S. Census Bureau 2020 Census Data.

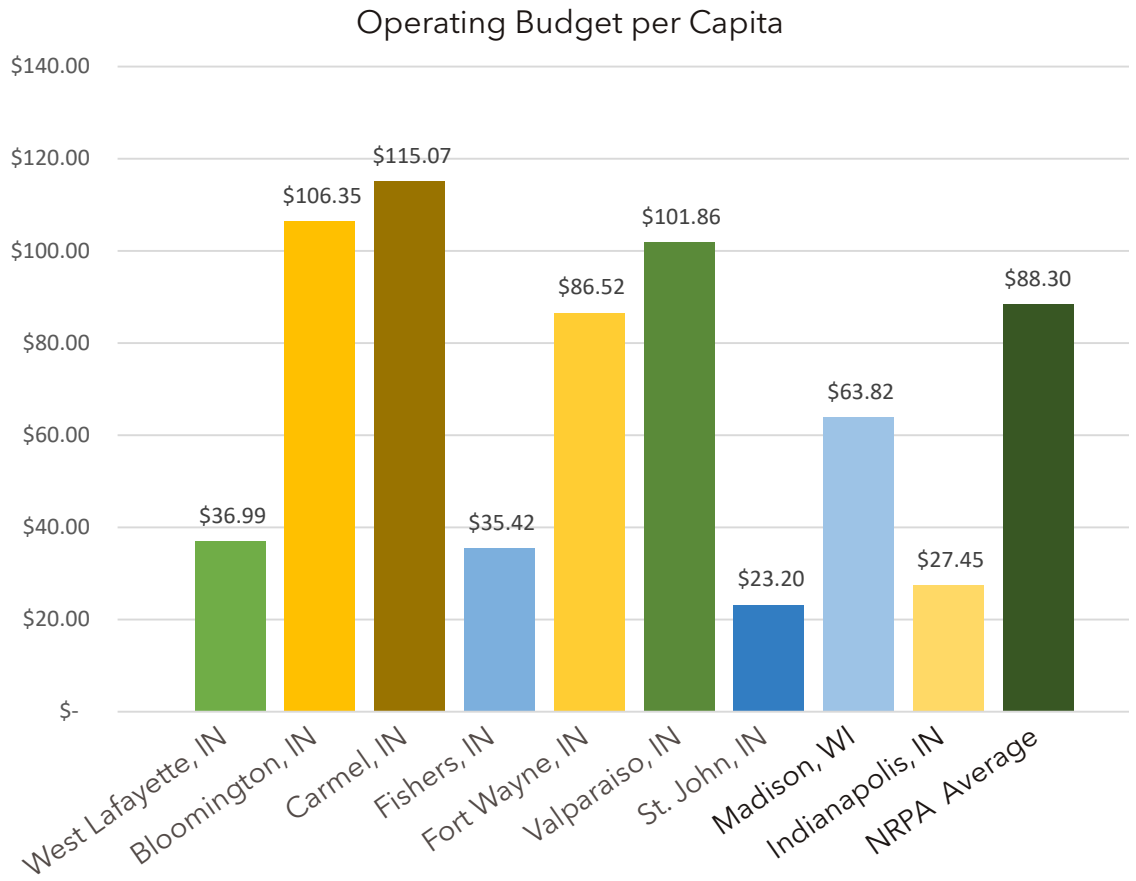


Source: U.S. Census Bureau 2020 Census Data.

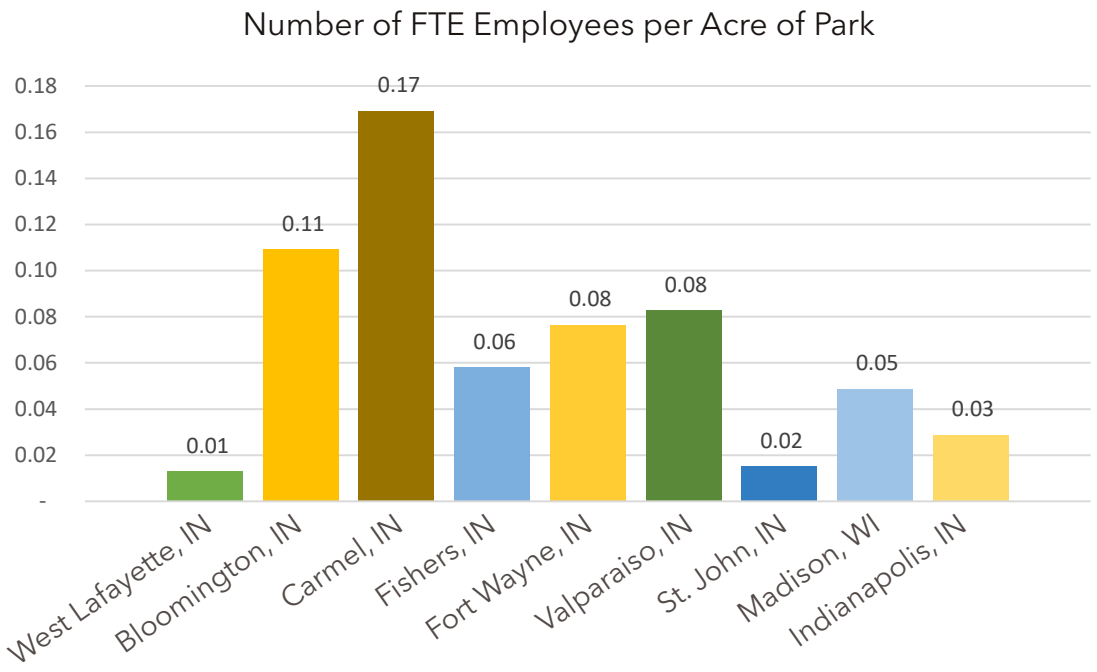
When comparing staff levels across agencies, NRPA looks at the Full Time Equivalent (FTE) number of employees. The FTE is calculated by utilizing the total hours worked by staff of the department and dividing by a 40 hour week which would equal the hours of one Full Time Equivalent employee. The "Number of FTE Employees per Acre of Park" chart on the adjacent page shows the FTE employees for each of the benchmark cities. West Lafayette Parks and Recreation Department's FTE numbers are well below the other benchmark cities. In addition, the Department is well below the national average of FTE employees per 10,000 population. We saw from the previous pages that the Department has less land area which means more residents using less area but they are also maintaining and operating with fewer staff. Even with the staff shown for the benchmark cities, these agencies quite often find that they do not have enough staff to meet the increasing demands for more recreational programming and to maintain parks that are more heavily used than ever.

It should be noted that the FTE for West Lafayette does not include the Wellness Center staff since those staff are dedicated solely to the operation and maintenance of the Wellness Center.

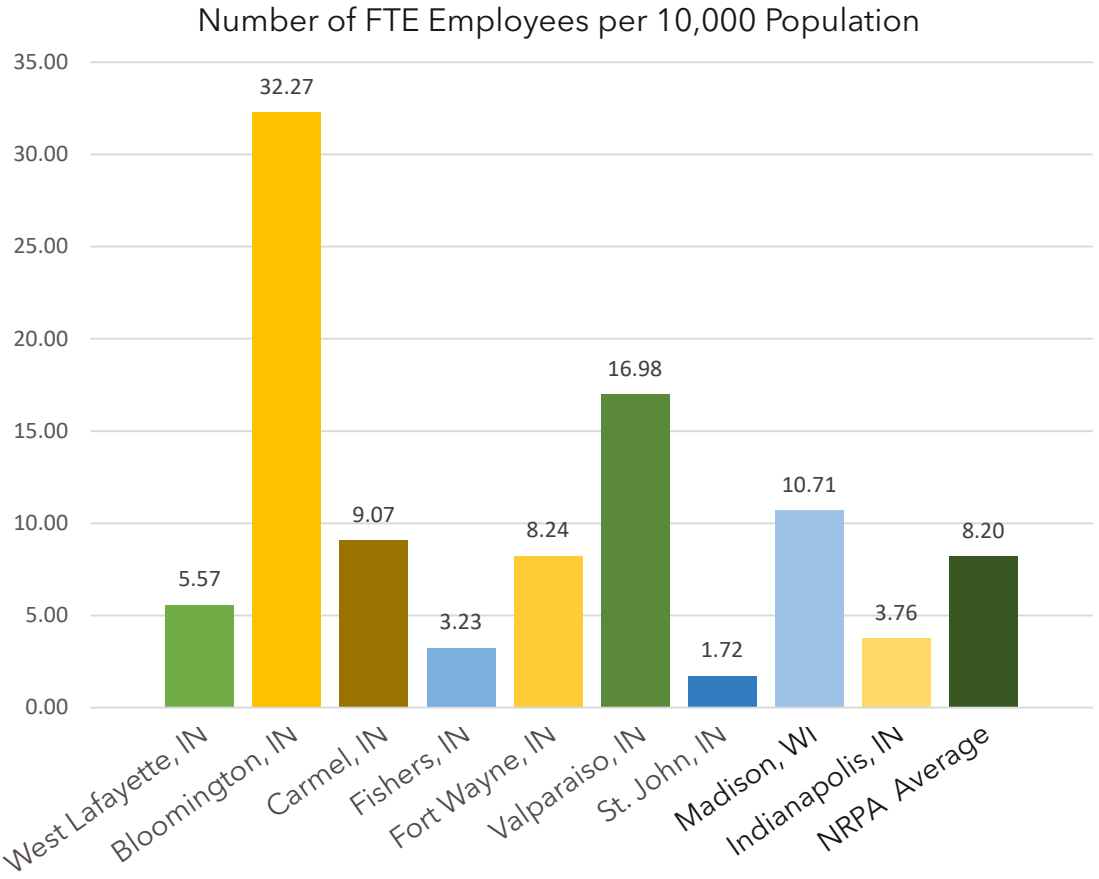
Operating budget per capita for each of the benchmark cities and the NRPA average are shown below. West Lafayette is below the average and one of the lowest of the benchmark cities. The "per capita" number utilized for West Lafayette does include Purdue students but even without the university population, the Department's budget per capita is $75.49, still below the national average and below many peer cities.



Source: U.S. Census Bureau 2020 Census Data.



Source: U.S. Census Bureau 2020 Census Data.



Source: U.S. Census Bureau 2020 Census Data.

PROPOSED FACILITIES

When considering staffing levels it is important to take into account future projects which are planned to be implemented in the short term. Without this evaluation the Department will find itself still lacking adequate staff for the number of parks and level of services that they are maintaining as new amenities are added. The Five-Year Parks and Recreation Master Plan identified several capital projects to be implemented in the next five years to meet the demands of the public. Proposed capital projects include:

- Happy Hollow Park Phase 1 Improvements
- Cason Family Park
- Municipal Nursery
- Cumberland Park Dog Park and Splash Pad
- Peck-Trachtman Park Inclusive Sensory Playground
- Navajo Park Sensory Garden
- Lilly Nature Center Addition

The capital projects include a combination of amenity improvements to existing parks like Happy Hollow Park and Cumberland Park and new parks like Cason Family Park and the Navajo Sensory Garden. Cumberland Park improvements include a splash pad and dog park. Both of these uses have higher maintenance needs and will require dedicated staff hours to remove waste and maintain these facilities.

Cason Family Park includes 27 acres of new parkland. While the master plan is still being completed for the park, current plans include a splash pad, nature-based play, community gardens, restroom building, native plantings, picnic shelters, walking trails and woodland preservation.

In addition, the Parks and Recreation Master Plan also identified improvements that are needed for existing parks. Many times, these are smaller projects that take less capital, and when staff has availability, can be implemented by Parks and Recreation staff. Unfortunately, the current staff are already overloaded which causes many of these smaller projects to linger.

PROPOSED PROGRAMMING

Most parks and recreation agencies that are similar in size to the West Lafayette Parks and Recreation Department offer recreational programming at different levels. As evident from the list of programs shown in earlier pages, the Parks and Recreation Department offers a wide variety of recreational programs. While some of the programs are revenue generating, there are also a wide variety of recreational programs that are offered free for residents. As the city has continued to grow, the type and number of programs offered has been in great demand. Many of the current programs include wait lists and fill up within hours of opening registration. Input from the community survey that was conducted as a part of the Parks and Recreation Master Plan, further emphasized the demand that residents have for additional programming. A common theme from the public input of the master plan included the need for more educational, cultural, natural, and active programming.

The following four types of programming where identified as the most in demand. Additional programming for each of these areas of concentration is planned to be implemented in the next five years and will require additional staff. While some of this can be filled with part-time staff such as camp counselors, the Department will need to hire staff to manage operations as more recreational programming is added.

Nature Programs

The call for more nature based educational programs was heard during all public input sessions for the Parks and Recreation Master Plan. While residents enjoy the current programming offered at the Lilly Nature Center and Celery Bog Nature Area, there was great demand for more classes and tours centered around nature. These programs require specific knowledge from staff to provide meaningful educational value. Naturalists will be needed to fully implement additional educational programs.

Cultural Programs

When the Morton Community Center was converted to City Hall, some of the cultural programs that were offered in the center were lost. While many of the programs have been relocated to the Wellness Center, or maintained in the new City Hall, there is still demand to bring back cultural programs related to art, performing arts, and educational programs. Like the natural education programming, many of the cultural programs require specific skills and knowledge from staff.

Active recreation

The majority of active recreation programs are held at the Wellness Center. However, the center struggles to meet the demand for not only new programs but also existing, established programs. Participant numbers are limited by space limitations but also because of lack of adequate staff. As the Wellness Center continues to grow, additional staff will need to be added to reach the potential of this facility.

Festival Programming

While the Department currently participates in community festivals, this is not a large focus for the Department. Given other demands of the Department, festival programming is not planned to be expanded at this time.

STAFFING & ORGANIZATION RECOMMENDATIONS

Although there is some urgency to implement the following recommendations, timing of implementation must balance the need to meet the increasing demands of the public with the reality of the city budget. The number of staff included in the recommendations is indicative of the challenge that many communities are facing with the need for city departments to increase capacity and efficiencies to meet increased demands from the public. As the demand for services has increased, staffing levels have remained largely the same which has lead to many challenges in maintaining park conditions and levels of service. The Parks and Recreation Department should implement 50% of the staffing recommendations shown on the following pages in 2023 and an additional 50% in 2024 to meet existing deficiencies. Review of staffing levels with a comparison of new facilities and programs/activities that have been added for the West Lafayette Parks and Recreation Department should be done on an annual basis to prevent future staff deficiencies.

Proposed staff recommendations are shown on the adjacent page. Proposed salary ranges are based on national averages for agencies of similar size.



Source: U.S. Census Bureau 2020 Census Data.

West Lafayette Parks and Recreation Staff Recommendations				
Position	Full/Part Time	Department	No.	Salary Range
Administration				
Human Resources & Payroll Manager	Full Time	Parks & Rec	1	$70,000-$85,800
Recreation Director	Full Time	Parks & Rec	1	$65,000-$78,224
Events and Rentals Coordinator	Full Time	Parks & Rec	1	$45,000-$56,000
GIS Specialist	Full Time	Parks & Rec.	1	$45,000-$55,000
Park Grant Administrator	Full Time	Parks & Rec.	1	$50,000-$57,000
Marketing Director	Full Time	Parks & Rec	1	$50,000-$60,000
Marketing Intern	Part Time	Parks & Rec	1	$15-$18/hr.
Maintenance				
Community Forester/Nursery Coordinator	Full Time	Parks & Rec	1	$45,000-$55,000
Horticulture Technicians	Full Time	Parks & Rec	1	$40,000-$50,000
Urban Naturalist	Full Time	Parks & Rec	3	$40,000-$56,000
Urban Forester II	Full Time	Parks & Rec	2	$40,000-$50,000
Urban Forester I	Full Time	Parks & Rec	1	$50,000-$60,000
Maintenance Technician (Wellness Center)	Full Time	Wellness Center	1	$35,000-$42,000
Maintenance Technician II	Full Time	Parks & Rec	1	$42,000-$48,000
Maintenance Technician I	Full Time	Parks & Rec	1	$48,000-$55,000
Grounds Maintenance Technician	Full Time	Parks $ Rec	3	$38,000-$42,000
Fleet Mechanic Specialist	Full Time	Parks & Rec	1	$45,000-$55,000
Facility Maintenance Specialist	Full Time	Parks & Rec	2	$45,000-$55,000
Custodian - City Hall	Full Time	Parks & Rec	1	$27,000-$37,000
Custodian - Wellness Center	Full Time	Wellness Center	3	$27,000-$37,000
Urban Landscape Stewardship Seasonal Staff	Part Time	Parks & Rec	2	$15-$18/hr.
Recreational Programming				
Naturalist - Lilly Nature Center	Regular Part Time	Nature Center	1	$40,000-$55,000
Arts Coordinator	Part Time	Parks & Rec	1	$16-$24/hr.
Recreation Coordinator	Part Time	Parks & Rec	3	$16-$24/hr.
Parks and Recreation Intern	Part Time	Parks & Rec.	2	$15-$18/hr.

PROPOSED STAFF/NRPA COMPARISON

Many factors were considered when determining the staffing needs of the Parks and Recreation Department including NRPA averages, benchmark city analysis, existing facility number and type, park acreage maintained, miles of multi-use trails, existing programming, and proposed improvements for the Department. While the NRPA averages provide a general idea of what other departments are doing across the nation, the data from the benchmark cities is especially informative when determining the number of staff needed to meet certain levels of service reflected in those studied cities.

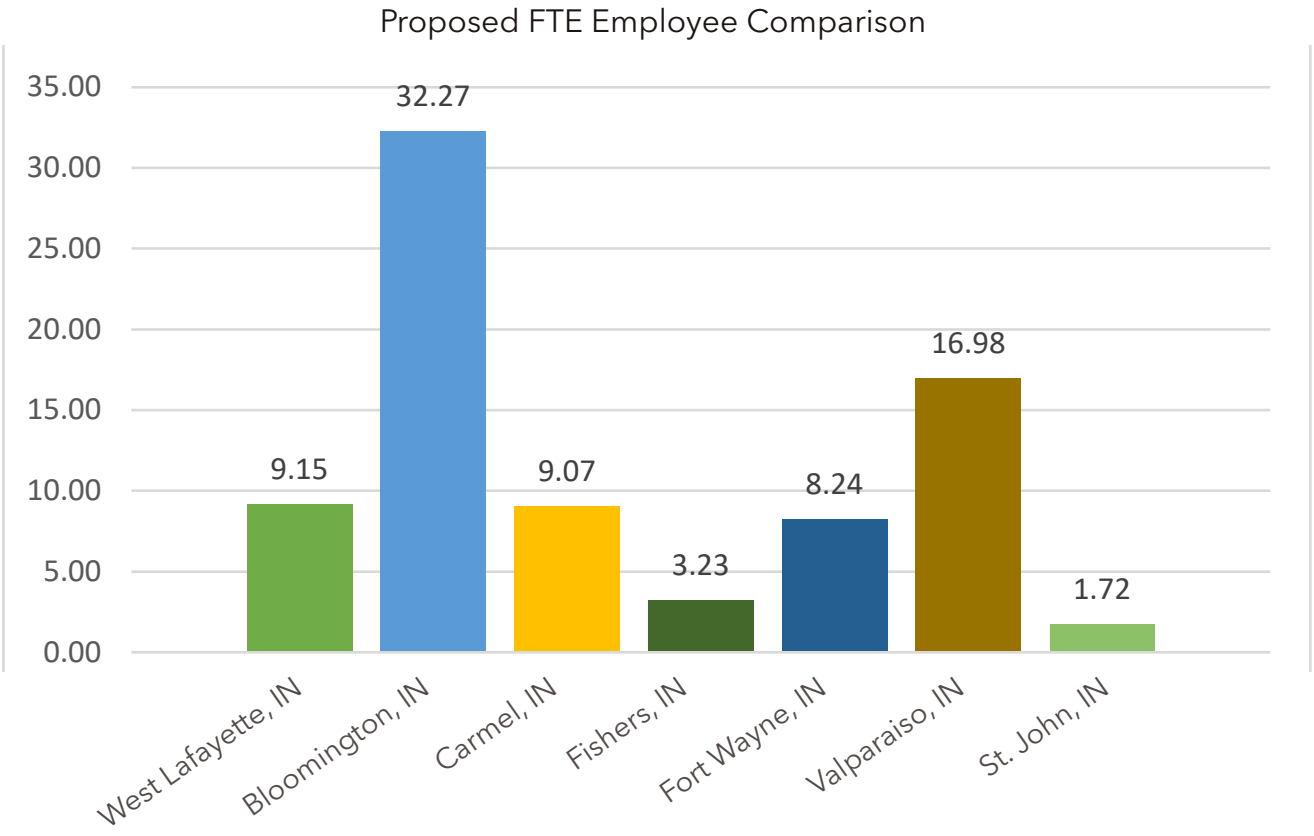
Recommendations for additional staff are included in the following pages. Increasing current staff levels to include the recommended staff will increase the West Lafayette Parks and Recreation Department Full Time Equivalent (FTE) to 83.23 (including Wellness Center staff) which equals 9.15 FTE per 10,000 residents. This would be comparable with benchmark cities including the following:

Carmel, IN	9.07 FTE/10,000 Population
Fort Wayne, IN	8.24 FTE/10,000 Population
Valparaiso, IN	16.98 FTE/10,000 Population
Bloomington, IN	32.27 FTE/10,000 Population

The NRPA average is 8.20 FTE per 10,000 residents. The recommendations for increased staff would result in FTE employee numbers slightly above the NRPA average.



Proposed Staff			
	Existing FTE	Proposed FTE	Total FTE
Administration	12.5	6.5	19
Maintenance	13.5	22	35.5
Recreational Programming	24.73	4	28.73
Total FTE	50.73	32.5	83.23
FTE per 10,000 Population	5.57	3.57	9.15



Maintenance Staffing:

The focus on hiring additional maintenance staff is reflective of the increased demands of the parks system. Not only are there new parks that have been implemented in recent years, but there are also more people in the parks which increases maintenance needs. The COVID-19 pandemic brought even more people out to parks and trails and further highlighted the importance of parks to communities. The parks maintenance staffing numbers are well below national averages. Although, 64% of respondents to the Master Plan Update community survey said that parks are well maintained, another 32% said that the physical condition of parks could be improved. This is not just a reflection of the age or condition of the parks network but is also a reflection of maintenance. The Department is able to utilize existing staff to maintain parks and trails in a safe and attractive manner, but the Department struggles to maintain the higher standards they would like to achieve because of limited staff. In addition to increased staffing levels, the following strategies are recommended to increase the efficiencies of park maintenance.

Computerized Maintenance Management Systems (CMMS):

A work order system is not currently being used which can make it difficult to determine the amount of hours that are spent on each activity. As the Department continues to grow its maintenance staff, it will eventually become necessary to utilizing a computerized maintenance management system (CCMS) designed to help with maintenance management. This can be done utilizing existing software such as Tree Plotter or by purchasing software designed specifically for parks maintenance such as the Park Infrastructure Management module for ARC GIS. CCMS programs can assist with planning, scheduling, and monitoring work activities. Monitoring the scheduling and work orders can inform the need for additional staff and assist in the budgeting process.

Mowing Acreage Reductions

The Parks and Recreation Department maintains large expanses of manicured open spaces throughout the city. Open spaces are important park amenities for gathering and playing. However, these areas require a significant amount of time to maintain. Although there are instances such as informal sports fields where the turf should be maintained, there are also large areas which are currently mowed that could be converted to naturalized areas. After the initial investment of planting these areas, and getting them established, the cost to maintain would be much less. Areas such as the Lagrange Street Open Space and University Farm park are ideal for implementing native plantings. Parks maintenance resources can then be diverted to other areas.

Maintenance Input on Capital Improvement Projects

Although Parks and Recreation leadership are involved in management of park and trail maintenance operations, maintenance staff have a deeper understanding of the day-to-day challenges that they face in maintaining the parks system. Having maintenance staff at the table during the design of new parks and trails can provide crucial input on design elements that are easier to maintain. The parks maintenance perspective can help to lower maintenance costs after the project is implemented.

Human Resources/Payroll Manager:

Payroll and Human Resource activities for the Parks and Recreation Department are currently managed by City Human Resources Office like many other city departments. Many of the benchmark cities have these services internal to their departments rather than through another city department. Benchmark cities which include payroll and HR personnel on their staff include Bloomington, Carmel, Fort Wayne, Valparaiso, Madison, and Indianapolis. Although coordination and cooperation with the City Human Resources Office will still be needed on a regular basis, there are many advantages to having this personnel included in Parks and Recreation Department staff. Advantages include streamlining revenue sources by having revenue generating, payroll, and personnel costs in a central system. The Parks and Recreation Department is unique from other city departments because of the number of part-time and seasonal workers. Some staff may only work for a few hours a year and others may only work for a few weeks. This high fluctuation with staff numbers becomes more cumbersome when coordinating with an outside city department and could be simplified and much more efficient by hiring an HR professional for the Parks and Recreation Department.

Recreation Director:

The list of recreational programs included earlier in this report illustrates the wide variety of programs that are offered by the Parks and Recreation Department. However, public input from the master plan process also showed that more programs are still needed to serve the needs of the city. Not only do people want more opportunities to participate in existing programs but they would like to see the Department keep adding more programs. The majority of parks and recreation agencies similar in size to the Department have personnel dedicated specifically to manage recreational programs and the many staff associated with those programs. In addition, the Wellness Center has expanded recreational programming exponentially since the center was opened. A Recreational Director can oversee all recreational programs for the department and focus on growing programs for the Wellness Center and the Department.

Marketing Director:

Marketing Directors are responsible for messaging for companies and agencies. As the Parks and Recreation Department has grown its facilities and the recreational programs that are offered, it has become challenging to share all that is available with the public. The Marketing Director will manage the messaging to the public to better share all that the Department offers. The marketing director will also drive the brand and vision of the Department for all materials that are distributed or published.

Events and Rentals Director:

The Wellness Center has been the model for combining revenue generating programs while also providing facilities for public use. Hiring an Events and Rentals Director would create additional opportunities for the Department to generate revenue. As parks and recreation departments are called upon to provide more services and more programs for the public while also struggling with stagnant budgets, more are looking for creative ways to generate revenue. The Events and Rentals Director would not only manage existing facility rentals but would also create more revenue generating opportunities.

Naturalist:

One of the most frequent requests for new programming centered around nature based education. In order for the Lilly Nature Center to truly meet the demand of the public, a full-time Naturalists is needed. Naturalists can provide educational programs centered around living organisms and their relationship to the natural environment. They provide a level of knowledge for the natural environment that is hard to match with volunteer help.

INFORMATION SYSTEMS AND TECHNOLOGY

The Parks and Recreation Department has begun to implement more technology into their operations to increase efficiencies. The Department currently utilizes Munis for payroll and HR operations along with other city departments. CivicRec is utilized for rentals and Tree Plotter is used to catalogue urban tree canopy along with other mapping tasks. The Department has recently purchased Revit, model-based drawing software so that staff can produce drawings and designs for parks internally. Computerized Maintenance Management Systems (CMMS) could greatly increase efficiencies while also allowing the Department to analyze how staff are spending their time. In addition CMMS software can allow the Department to identify how much time tasks actually require which could inform planning and scheduling. CMMS software is discussed in more detail in following sections.

More parks and recreation departments are beginning to utilize GIS programs to enhance public understanding of parks and programs while also supporting more informed decisions for future park planning. GIS programs can increase efficiencies in tracking park information such as invasive plant species or habitats that are especially valuable for certain wildlife. Having this information in real time allows parks staff to more efficiently manage parks and identify staff needed for each particular facility. As the West Lafayette Parks and Recreation Department continues to grow, the Department should consider the purchase of GIS software to better utilize all that this software has to offer.

FUTURE NEEDS

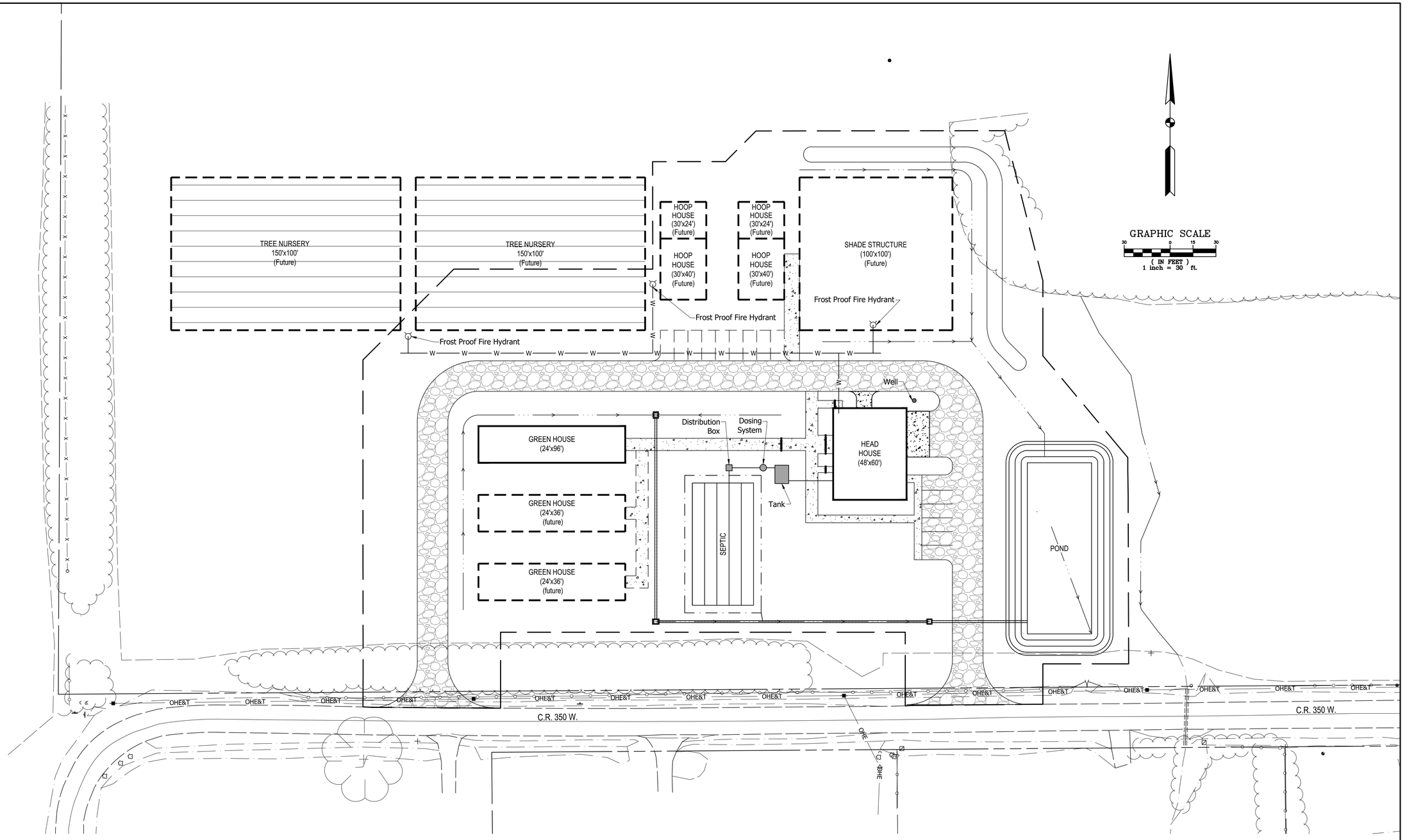
The recommendations included in the proposed staffing chart on page 29 only address the current needs of the Department. Adding this personnel will address deficiencies and allow the Department to continue to maintain its parks and facilities at the high level that they are known for. However, the recommendations do not include new staff that will be needed as additional facilities are added to the parks network. The following recommendations should be incorporated into the budget process of new projects so that the Department can continue to grow staff at the same time that it is implementing new facilities.

Previously, NRPA would recommend that park agencies include a certain number of staff for each acre added to the network. However, the new trend for NRPA has been to recommend staff based on the number of residents that a parks and recreation agency is serving. Because the amenities offered in park facilities are unique to each park, the number of employees needed to maintain an acre of park can vary widely. NRPA recognizes that the more people in a city, the more use even the smallest parks will get and so providing staff that keep up with the population of a location is a more accurate representation of what is needed. The Parks and Recreation Department should continue to add staff to maintain the national levels while also meeting the growing population for the city.

Cason Family Park will potentially include a splash pad, additional manicured turf areas and natural woodland all of which will need to be maintained. As fundraising continues for construction of this park, the Department needs to evaluate if the staff included in the proposed recommendations have available time to also maintain these additional acres. As new parks are designed, the Department should proactively plan for increased staff needs.

Trails are another area that will continue to need additional staff. As trails are built, crews are required to maintain additional mileage. In order to meet these new demands, the Department should assess current staff hours that are utilized solely for trail maintenance. Using this data and the hours needed to maintain park facilities, the Department can determine the minimum staff needed to maintain a certain number of trail miles. As new trails are added to the facilities maintained by the Department, the same ratio of staff should be maintained. As more trails are constructed, the Department will likely need to dedicate staff for trail maintenance only. Developing a system where 2-man crews maintain management zones in a rotation of days will provide more consistent maintenance. Staffing needs for recreational programming will continue to increase as more people participate in existing programs and as programs are added. Since the needs of recreational programming can vary greatly depending on the activity, a general rule-of-thumb is not possible. To address the need for more recreational programming staff, the Department should continue to share with the Parks and Recreation Board when wait lists become a regular occurrence and as staff see other programs that should be implemented to continue budget conversations.

In addition to meeting national standards, and evaluating peer cities, the Parks and Recreation Department needs support from the Parks Board to remain flexible to meet new trends as they emerge. Parks, trails, and recreational programming are constantly changing to meet the needs and desires of citizens.



	RECOMMENDED FOR APPROVAL: _____ DESIGN ENGINEER DATE	WEST LAFAYETTE TREE NURSERY UTILITY PLAN WEST LAFAYETTE IN	HORIZONTAL SCALE: 1" = 30' VERTICAL SCALE: N/A SHEET 04 OF 14 PROJECT BFS NO. 4797_9822
	DESIGNED: JMG DRAWN: RJM CHECKED: MAW CHECKED: JMG		

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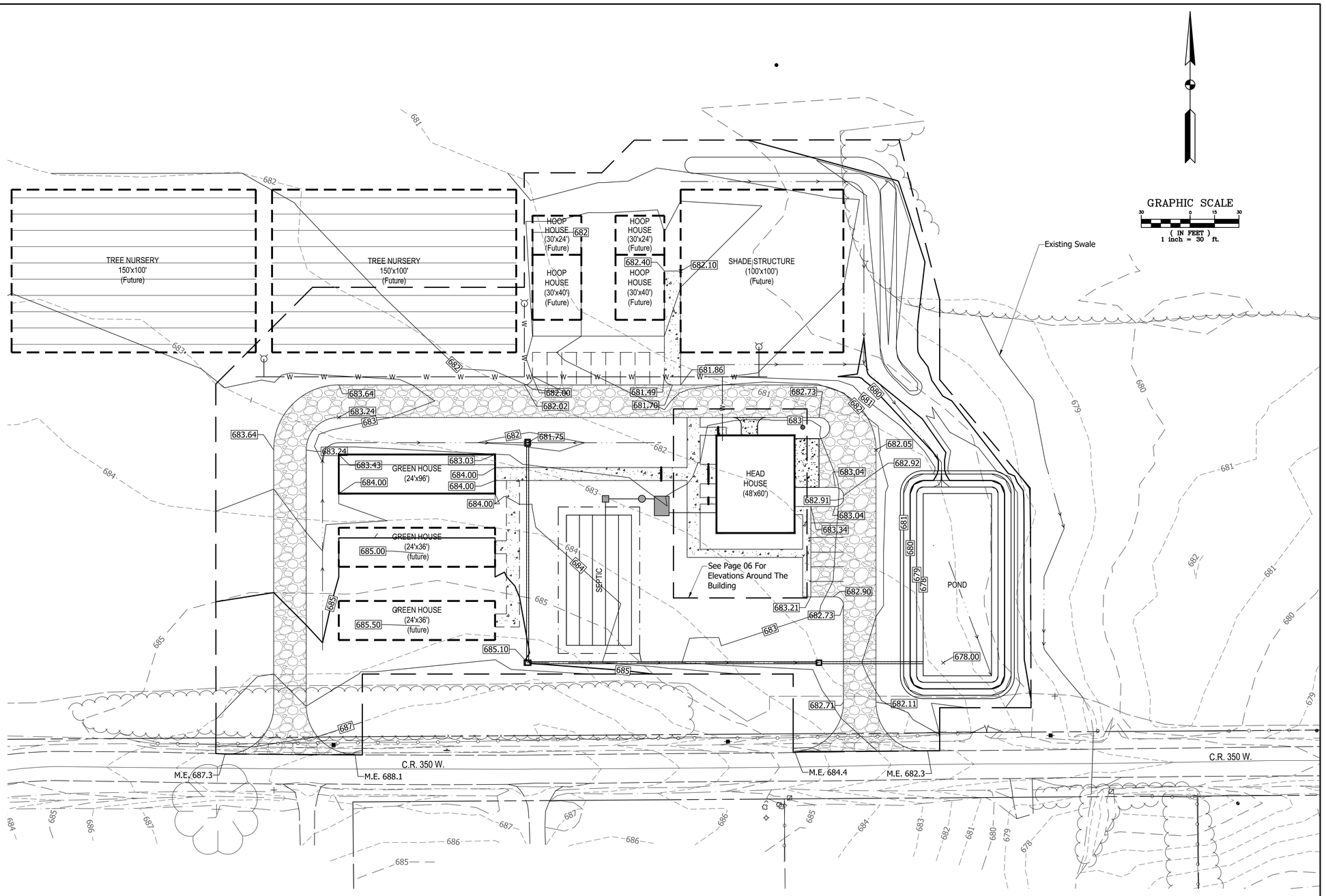
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GRADING LEGEND

TC: XXX.XX BC: XXX.XX	Top Curb Elevation Bottom Curb Elevation
XXX.XX	Spot Elevations
XXX.XX	Existing Elevations
XXX.XX	Proposed Contours
XXX.XX	Existing Contours
TC	Top Of Curb Elevation
BC	Bottom Of Curb Elevation
FF	Finished Floor Elevation
	Storm Manhole
	Storm Inlet
	Emergency Stormwater Route
	Grade Break
	Flow Direction Arrow
	Match Existing Line

SITE GRADING NOTES

1. For General Notes See Site Geometrics Plan.
2. Grades Shown Are Finished Grade, To Calculate Subgrade Elevations See Paving Sections And Details.
3. All Sidewalks And Ramps Shall Be In Accordance With The Latest ADA Standards. Contractor Shall Verify Final Finished Grade Of The Building And Adjust Sidewalks, Ramps, And Other Site Features Accordingly To Meet These Standards.
4. Contractor Is To Insure That All Fill Placed Along Building Is Below Finished Floor, In The Event That Fill Is Called Out To Be Placed Above Finished Floor, Contractor Shall In All Cases Confirm With Engineer As To Interpretation Of Placing Fill.
5. All Grades At Property Lines Shall Meet Existing Grades.
6. Contractor Shall Adjust Any Existing Utility Infrastructure (Rims, Boxes, Valves, Hydrants, Etc.) That Are To Remain To Match Proposed Finished Grade At Contractors Cost.
7. Contractor Is Responsible For Protecting And Maintaining Benchmarks. If Benchmarks Need To Be Relocated, They Shall Be Relocated By A Registered Land Surveyor In The State Of Indiana, Prior To Original Benchmark Being Removed. Relocated Benchmark Information Shall Be Provided To The Owner And Butler, Fairman, And Seufert, Inc.
8. Provide Positive Drainage Without Ponding In All Areas After Installation, Contractor To Test For And Correct If Any Standing Water Conditions.
9. Contractor Shall Perpetuate Any Subsurface Drain Tiles Or Pipes Encountered During Construction And Provide Positive Outlet To Downstream Receiving System. Contractor To Notify The Engineer With Any Circumstances Where This Cannot Be Accomplished.
10. Due To Site Constraints, The Earthwork For The Site As Designed May Or May Not Balance, It Is The Contractor's Responsibility To Review The Existing Conditions And Include In Their Bid All Earthwork Costs Including Imports And Or Exports Necessary To Make The Site Balance.



RECOMMENDED FOR APPROVAL: _____ DESIGN ENGINEER _____ DATE	WEST LAFAYETTE TREE NURSERY GRADING PLAN WEST LAFAYETTE IN	HORIZONTAL SCALE 1" = 30' VERTICAL SCALE N/A	
DESIGNED: JMG DRAWN: RJM CHECKED: MAW CHECKED: JMG	Headquarters 8450 WESTFIELD BLVD., SUITE 300 INDIANAPOLIS, IN. 46240-8302 TEL 317-713-4615 FAX 317-713-4616 www.BFSEngr.com BF&S CIVIL ENGINEERS Branch Locations FORT WAYNE 260-459-1532 LOUISVILLE 502-593-1996 LAFAYETTE 765-423-5602 MERRILLVILLE 219-769-2333 PLAINFIELD 317-839-3242 SOUTH BEND 574-288-5727	SHEET 05 OF 14 PROJECT	BFS NO. 4797_9822

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