**GRIFFITH PARKS and RECREATION BOARD**

**Minutes for the July 12, 2021 meeting:**

The meeting was called to order at 7:04 pm. at the Town Hall, 111 N. Broad Street in Griffith, Indiana by ­­­­­­­­­­­­­­­­­­­­­­– Tim Diamond. The Pledge of Allegiance was recited by all present.

The meeting was attended by the following members:

–Tim Diamond -Dan Perez- Sue Hoese -Tony Terzarial-John Dudlicek, School Board Liaison -Rich Powell- Park Director.

John Dudlicek made a motion to accept the June 14, 2021 minutes. Tony Terzarial seconded the motion, and the minutes were approved.

Sue Hoese makes a motion to accept the claims in the amount of $9,877.04. Tony Terzarial seconded the motion and the claims where approved.

**ANNOUNCEMENTS:**

Tim Diamond announced that the next Park Board meeting will be held on August 9 at 7 pm. A study session will occur at 6 P.M., and a follow-up meeting will take place after the regularly scheduled meeting if needed.

He reminded residents to please call the police non-emergency number at 911 if any graffiti, damage or questionable behavior is seen in any of the Town parks.

General comments and questions regarding the parks or bike path can be directed to griffithparks@griffith.in.gov

**CORRESPONDENCE:**

Tim Diamond states that he spoke with Joe Exl who covers the community tree program. The grant for free trees was up for renewal and he inquired about getting a letter of recommendation to continue the grant. Tim send Joe a letter stating how dependent Griffith Tree replenishment plan is on the Community Tree program and we very much want to see it continue.

Tim plans to meet Kelly Anoe from the Legacy foundation for a meet and greet at Cheever Park so she can see the progress at the Pickleball Court and Softball Field from the grants we have received from them. 25,000 for Pickleball and 15,000 for the Softball Field

**Park Superintendent: Rich Powell reported as follows:**

* Mowing
* Pressure washing
* Weed Eating
* Tree Trimming
* Setting up for Market and Bluesfest
* Cleaning glass all over Central Park
* Cleaning Graffiti off of Picnic tables and painting over it.

**School Board Liaison’s Report:** John Dudlicek states the school Superintendent has resigned and Leah Dumezich has taken over that position as interim. Online registration begins the 12th and in person begins the 20th til the 22nd. August 13th is the first football game against Chesterton there will be a tailgate party before the game in the School Parking lot.

**Imagine Griffith Report:**

Imagine Griffith met last month and is planning an art project music themed with large cut outs from would, will give more of an update at the next meeting.

Finance Report:

Sue Hoese states that after the claims the Park Boards Budget is $93, 899.94. The balance at the beginning of the month was $63,515,94. Tim states from a budget stand point they seem to be right on par

**UNFINISHED BUSINESS** **FROM THE BOARD:**

Tim Diamond went over the items of finished business:

**NEW BUSINESS FROM THE BOARD:**

* Memorial walk paving is coming along pretty well, they are anticipating to be done July 23rd.
* 39th Lane Park most Utilities are put in. Tim asks John how deep those Utilities run and he says at least 6-8 feet. Says you have to be careful what you place over the Utilities may make it difficult to put in large Park Equipment. John says you absolutely can not lay playground equipment over a water line.
* Follow up on the DNR grant for Tot Park about 16 people have applied for that grant and not everyone will receive that and we should know in a few months
* Tim met with Steve Barker from NIPSCO about a pollination plan, whom is going to come up with a design.
* Griffith Youth Baseball would like to end their lease immediately as most the Board has stepped down which would just terminate one month of their original contract.

Dan Perez makes a motion to shorten their lease to end July 31, Sue Hoese Seconds. Board Approves.

* Town is talking about making a change in the Ordinance for more organized events for people to be allowed to bring in their own coolers, Tim’s only recommendation on that change is to eliminate people walking around with glass.

The Town Council is looking for the Park Board to give a favor of recommendation.

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The Park Board gives their favor of recommendation to the Town Council to change that ordinance.

* John Dudlicek brings forth the concepts of all of the ideas they have set aside for Central, Cheever and Tot Park and says while they have ideas they don’t have a set plan for these ideas. They want to make sure they really take the time to design this and present it to the project and they would like to bring in a consultant to help not only just to design work but to bid documents, take out the bid watch over the construction, make sure we are legal and make sure the contractors are paid. John then presents Jake for Butler Fairman and Seifert.

Jake hands out an appendix of draft agreements to each board member with a design plan for each park. Jake says he took the design of ideas John had sent him and went off of that to do their own design in detail for each park. He says what you see in this appendix is a scope of work for each project. For each park including Tot, Cheever, and Central they do a survey where they go out and survey the contours of the land to understand the drainage which will come into play when it comes to parking lot editions; environmental services for certain parks where the grants come into play; site designs which will be the general layout for pavilions, sidewalks and layout; coordination with suppliers and manufacturers for amenities that will be installed which will include water fountains, netting, equipment for parks, benches, pavilions. The civil side of that would the nuts and the bolts with drainage in mind, the building and amenities, the grading plan the details and specifications in the paving and the permitting requirements that are involved in building in Lake County. Some amount of Geo tech involved especially involved in Central Park that would be needed for construction of concessions or buildings; box type facilities that would involve in architect on the team. They will evaluate the utilities to make sure they don’t need to be moving gas or water lines or anything in that aspect, must be completed in regards to this effort. You don’t want to be surprised during building so you must eliminate conflicts involving any utilities. Bidding services is also involved it is an assistance in getting it advertised while working with the park board to approve that advertisement; having contractors available to pull plans ask us questions over a 30 days process; hold a pre-bid meeting so everyone understands the projects; meet the contract requirements; a legal review. Jake also states that they help all the way through the construction process and makes sure no one is getting in trouble as far as Public Works and Building are involved. There is also Construction Observation once this project begins there are on site checks that happen, to make sure things are going smoothly. There is involvement throughout the entire duration in the contract of this project. Jake opens the floor for any questions. Tony Terzarial asks about if there is an appointee from the Board if there happens to be a change in plans. Jake says that it is up to them to appoint a certain person or a committee. He says during the construction if anything gets missed and they prefer that the contractor comes to them with request for a change order then they would go to the Board for recommendation and that stuff needs to happen quickly so they would prefer to have someone to immediately be able to go to in case of a change order. Tony also asks if they control one hundred percent of project management. Jake said they would be the management on the Towns end. They would work would contractors to make sure everything moves forward properly. John asks if they got through design and realized they didn’t have the funds to go forward if they can push it back or back out and Jake says yes they will always work around our needs. John said they will take this all under advisement and digest it and be in touch.

* Tim states the Woodland Park project and says they are working on getting an estimate with removing the rest of the brush and dead branches from the area to make it safer, other than that there isn’t much that needs to be done from a finance stand point from them. They have talked about getting volunteers and Scouts to help out with the rest of the project. Sue went by the park and states she thought it looked very good. Rich says there are a lot of dead branches in the trees that need to be cut down and some smaller trees that aren’t flourishing because of some of the larger tree’s canopying over them. John also ran through the park and states he doesn’t believe they are ruining the look of the forest but just cleaning it up to look like a Park which it is, the one concern he does have is the bugs. Tony also says after the last meeting he as well went over the Park and he says they are thinning out some of the bad and doesn’t see there being a lot of negativity toward what they have done so far. John states this is a Park and not a Forest and it is just being maintained. Dan says their point as a Board is to be able to utilize this space and keep the character.
* Tim says the Board has purchase a screen because it ended up being more cost efficient comparing with renting the screen every year. There will be a Movie in the Park on July, 28th, the movie will be Tom and Jerry

**NEW BUSINESS FROM THE FLOOR:**

* Janis Grahovac spoke and stated that she believes it is a shame that 39th Ln Park is not usable for the children. That park is the only park for the kids in that area especially since Reedy was bought out by the YMCA and they have that blocked of from being public. Tim explains they would love to replace the equipment and they will try and come up with something it just all depends on the utilities they have been laid underground there by Restaurant Depot. Tim explains this is new information and that they will work as a town and a Board to try and get something replaced in that area. The Park Board all agrees they would love to keep that a Park.
* A women in the Woodland subdivision would like to know how close the story walk path will be to her house and also says the whole landscape has been drastically changed and can now sees cars go down the street that she was not able to see before. She says there are at least 10 dump trucks filled with trees. Rich states just because a tree looks live does not mean that it is live or healthy. He says they have arborist that inspects those and that they are not cutting down live and healthy trees. John says this is a Park and not a forest preserve and they are trying to maintain it and make it safe for people to be able to spend time there.

Meeting Adjourned 8:07 PM

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**Attested:**

