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#### Parks and Recreation

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2728 East 171st Street  
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To: Westfield Board of Works

From: Melody Jones

CC: Todd Burtron

Date: February 19, 2014

RE: Park Department Report for February 2014

Dear Board Members:

Snow, Snow and more Snow: Obviously snow has impacted the primary function of the department since your last meeting.

**Year in Review:** included with this report is the Westfield Parks and Recreation Year in Review which highlights what we accomplished in 2013.

**Grant Award:** We are excited to announce Westfield received the IDNR Urban Forestry Grant in the amount of \$4,800 to pay the salary of an intern for the summer to complete the City tree inventory. We will keep you informed of this project.

**Maintenance Division:** With the warm up this week we have been able to replace the sump pump in the mechanical room at Quaker Park. We had to wait until it thawed out to work in the pit. We plan to install a heater in this building to keep it from freezing in the future.

With the amount of snow and extreme temperatures outdoor projects have been put on hold. As soon as the weather permits, hazardous tree removal will begin. The tree inventory audit is being conducted. Asa Bales Park has been completed. Plans are to have the assessment completed by the end of March. Additional time has been spent conducting equipment maintenance.

Chris McConnell is very busy working on the landscaping plans for the proposed roundabouts being constructed by the City in 2014 and 2015.

**Programing:** In addition to the regularly planned programs we will be introducing ESL classes starting in May. This has come about as a result of an outreach initiative started by Todd Burtron. This committee has also submitted a grant application to start a community garden project in North Glen Village. We hope to hear soon regarding the award.

A variety of classes have filled in January and February including photography, fitness, knitting, painting and kids engineering classes. 50% of the senior classes offered have filled this month.

**Special Events:** Planning is underway for all events scheduled for the 2014 event season. We continue to have great response with volunteers and other departments stepping up to help with the city events.

Teresa Evan in the Communications Department has created a sponsorship booklet that will be used to solicit sponsors for all the events we will host this year. The booklet will be printed and available in two weeks.

**PARKS PROJECTS:** Major construction projects will be handled Ken Alexander and Public Works and as such Ken will be presenting project information as needed.

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