

**Hendricks County Parks and Recreation  
Park Board Meeting Minutes**

Wednesday, October 12, 2016  
2:00pm

Parks & Recreation Office  
955 East Main Street  
Danville, IN 46122

**CALL TO ORDER**

The meeting was called to order at 2:07pm

**Board Present:** Gary Emsweller, President  
Paul Miner  
Bob Niemeyer  
Matt Freije  
Doug Moon

**Board Absent:** Beth Switzer, Vice President  
Dennis Gibbs, Secretary

**Staff Present:** Jeremy Weber, Superintendent  
Linda Brunner, Administrative Assistant  
Jim Holtsclaw, Park Manager  
Sarah Wolf, Park Naturalist

**Guests:** Ray Benson

**A. CALENDAR**

A-1. Agenda

**Freije moved to adopt the agenda; seconded by Niemeyer, the motion passed unanimously.**

A-2. Approval of Minutes of September 7, 2016 Meeting

**There being no additions or corrections to the minutes of the September 7, 2016, meeting of the Hendricks County Parks & Recreation Board, the minutes were approved as presented.**

A-4. Approval of Minutes of September 16, 2016 HCP&R and PFOHC Joint Meeting

**There being no additions or corrections to the minutes of the September 16, 2016, joint meeting of the Hendricks County Parks & Recreation Board and the Parks Foundation of Hendricks County Board, the minutes were approved as presented.**

A-3. Review Current Budget Status

Brunner distributed two spreadsheets to board members and spoke briefly about the information contained in each. The first showed current unexpended/unencumbered balances in all of the agency's budget lines, and she advised some funds were being transferred to cover end-of-year expenses. She informed the board that the County Council had, on October 7<sup>th</sup>, approved the budget for 2017, and on her second spreadsheet,

she listed for comparison purposes the 2016 Appropriations, and the 2017 Requested and Appropriated amounts for the parks department. She advised that the request for funding for an Assistant Superintendent had been denied (although not shown on the spreadsheet) and that the amount funded for the telephone at the Nature Center had been increased, but was incorrect on the spreadsheet and would be corrected.

## **B. PUBLIC HEARINGS/PRESENTATIONS**

### **B-1. Public Comments**

There were no public comments.

## **C. CONTINUING BUSINESS**

### **C-1. McCloud Wetland Mitigation Project Update**

Holtsclaw advised that the permit had been obtained and work had resumed. The elevations have been approved by American Structurepoint. There had been concern by ERC about an area of possible erosion, but the issue had since been resolved with no additional cost incurred.

Holtsclaw informed the Board that the bulk of the work should be completed within the next week or two. He advised that the trees, most from Woody Warehouse, were being delivered for planting the following week, and the willow stakes would be planted in November when the trees were dormant. The trails have been done, but are not contiguous pending construction of boardwalks.

### **C-2. Arboretum at McCloud Project Update**

Weber advised that the path had been laid out and spraying done the previous week and that the next step was for him to mark where the trees will be planted. He informed the board that he had received an estimate for the well, and asked if it was still the intent of the board to proceed with that element of the project. He advised that the quote he received was \$4,800, but that it is his conservative estimate that the total cost would be closer to \$7,000. He advised that the Foundation would be covering the cost of the fountain, the design of which he described as resembling the stone pillars at McCloud, with a spout on each side and a pump in the basin. He stated the well will also serve as a water source for maintenance for watering trees, mixing herbicides, and such. He stated that the trees would be planted in October, with seeding in November. The well and trenching for the plumbing would follow, prior to construction of the trail.

**Niemeyer moved to authorize payment for construction of the well; seconded by Freije the motion passed unanimously.**

### **C-3. Vandalia Trail Update**

Holtsclaw reported that he had met with Greg Midgley regarding the equestrian trail, and that gravel had been laid from Amo to the sewer plant. There had been a few soggy spots which had been improved with additional gravel the day before. He informed the board that the trail was very popular with both Hendricks County and Indianapolis equestrians.

Holtsclaw reported that the preconstruction meeting had taken place, and that the contractor was on-site this week, setting up their trailer and submitting reports to INDOT. He advised that while the work had begun, the actual paving may not take place until spring. The board discussed continuing progress on the acquisition of phase 2 of the trail.

#### C-4. Russell Property Update

Weber discussed his most recent meeting with Mrs. Russell and her son, and informed the board that the proposed park site would not include the north field, as they had other plans for that acreage; possibly a housing division. He advised that the second appraisal had been ordered, but the timeline was uncertain at this time. The board talked about the history of discussions with Mrs. Russell, the potential for economic development in that area of the county, and a timeline for formulating an offer. Weber advised that there was no urgency, so long as progress is ongoing.

### **D. NEW BUSINESS**

#### D-1. Committee Formation – HCP&R Policies

Weber advised the Board that the fee committee had discussed the need for policies regarding special events and vendors, and asked for volunteers to discuss and begin drafting those and other policies previously discussed, such as land acquisition and naming rights. Miner and Freije volunteered to join Weber to form the board's Policy Committee.

### **E. REPORTS**

#### E-1. Superintendent Report

Weber advised that the County had distributed a new personnel manual and instituted new timekeeping software. He reported on his experiences at the national NRPA conference in St. Louis the preceding week, including seminars presented by Jeff Bransfield of the Parks Foundation of Hendricks County regarding incorporating long-term operations and maintenance into planning. He informed the board that he would be meeting with Bransfield in the near future to further discuss this topic. Weber also advised that he plans to set up a meeting with representatives of USF&W regarding the possible acquisition of the additional acreage from IAA, and what uses would be permitted.

There was a brief discussion of the joint meeting in September with the Parks Foundation board, and board members expressed interest in scheduling a follow-up meeting.

Weber advised that he had talked briefly with Ryan Cannon about the possibility of partnering with Avon on development of the Gibbs property. He asked that Cannon put together a proposal and they will meet to further discuss.

#### E-2. Youth Advisory Board

Freije reported that there had been low attendance at the September meeting of the YAB, but that a system was now in place to improve communication with the youth members, including emails and text messages. He advised that several students had volunteered to serve at the Fall Colors Festival October 22<sup>nd</sup>, and that he plans to invite a community leader to speak at the November meeting.

### E-3. Committee Reports

Weber distributed meeting notes from the Fee Committee's meeting on September 28<sup>th</sup>, and went through the committee's recommendations, as follows:

<b>Cultural Programs</b>	Year-round	No Fee
<b>Indiana Astronomical Society Programs</b>	April - October	No Fee
<b>Library Outreach</b>	Year-round	No Fee
<b>School Field Trips (Includes Home School Groups)</b>	April – May; August - October	No Fee
<b>School Outreach</b>	November - February	No Fee (in-county) \$50 (out of county)
<b>Summer Fun Run</b>	June - September	No Fee
<b>Family Programs</b>	Year-round	\$0 Base Environmental Ed \$2-\$4 Enhanced Environmental Ed. \$25 Next Level – Adult themed
<b>Group Field Trips</b>	Year-round	\$40: 0 – 20ppl \$80: 21 – 40ppl \$120: 41-60ppl
<b>Group Outreach (incl. schools if programs not on the list of offerings are desired)</b>	Year-round	\$60: 1 or 2-Hour Program
<b>Scout Programs</b>	Year-round	\$10-Per Person Scout Sundays
<b>Kids Camp Series</b>	June - July	\$12 - Two Hour Camp (parent and child) \$25 - Four Hour Camp
<b>Pavilion Rentals (McCloud and Sodalis)</b>	Year-round	\$100 HC Resident \$125 Non-resident

**Miner moved to approve the 2017 Fee Policy as presented; seconded by Freije the motion passed unanimously.**

### E-4. Foundation Report

Board members expressed their thoughts on the joint meeting with the Parks Foundation of Hendricks County and their interest in scheduling another meeting.

### ADJOURNMENT

**Niemeyer moved to adjourn the meeting, seconded by Miner. The motion carried unanimously and the meeting adjourned at 3:10 pm.**

Respectfully submitted,

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Dennis Gibbs, Secretary