



# HENDRICKS COUNTY PARKS & RECREATION

## **Hendricks County Parks & Recreation Board Meeting Notice**

**Wednesday, November 6th, 2019 \* 2 to 4 p.m.**

**955 E. Main Street, Danville, IN 46122**

### **CALL TO ORDER**

**The meeting was called to order at 2:00pm**

### **Board Present: Paul Miner, President**

**Matt Freije, Vice President**

**Mike Hayden, Secretary**

**Brad Eisenhart**

**Gary Emsweller**

**Jeff Pell**

**Doug Moon**

### **Staff Present: Ryan Lemley, Superintendent**

**Eric Ivie, Assistant Superintendent**

**Carol Wickliff, Assistant Administrator**

**Jim Holtsclaw, Park Manager**

**Sarah Wolf, Senior Naturalist**

**Guests Present: none present**

### **A. CALENDAR**

#### **A-1. Adopt Agenda**

**Eisenhart moves to adopt the agenda, Emsweller seconds, motion passes unanimously.**

#### **A-2. Approval of Minutes from October 2nd, 2019 Board Meeting**

**Emsweller moves to approve the minutes, Eisenhart seconds, motion passes unanimously.**

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

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

**There were no public comments.**

### **C. UNFINISHED BUSINESS**

#### **C-1. McCloud Nature Park- Expansion Update**

**Lemley reports that he had a meeting with realtor, Rachael Phillips of IN-Site Real Estate Services.**

**Phillips disclosed that the property that is being inquired upon had already sold, but at the Park Board's request, Lemley will contact her to see if the new property owners are willing to sell a portion of the land for expansion.**

#### C-2. Vandalia Trail- Hazardous Tree Removal Update

Lemley reports that there have been 700+ trees marked as hazardous and are dead due to infestation by the Emerald Ash Borer, an invasive species that has attacked many trees nation-wide. Brian Stephenson, owner of local excavator company, has shown interest in assisting HCP&R in the removal. Lemley states that this would be a free-of-charge venture since Stephenson would be utilizing the lumber for firewood. Lemley makes the recommendation of the board allowing him to pursue this opportunity. **Hayden moves to allow Lemley to move forward on removal contract with Stevenson, Pell seconds motion; motion passes unanimously.**

#### C-3. Brownsburg Community School Corporation- Agreement Cancellation

Lemley reports that the engineering firm for Brownsburg Community School Corporation (BCSC) miscalculated how much fill dirt that they will need for their construction project. BCSC won't need as much clay as they thought they'd need, so they are withdrawing their interest in the clay that will be excavated from the pond site at W.S. Gibbs Memorial Park. Lemley states that he and Holtsclaw have discussed various potential ways of handling the soil from the pond excavation now that BCSC isn't taking it.

#### C-4. Adoption of Naming Rights Policy

Lemley states that if the Naming Rights Policy is adopted by the board, it will be sent out for legal counsel. Miner explains that each situation would be unique. Lemley states that every application would be presented to the board before approval. **Eisenhart moves to accept the Naming Rights Policy, Emsweller seconds; motion passes unanimously. Lemley will now forward the document to the Hendricks County Attorney for review and approval.**

### **D. NEW BUSINESS**

#### D-1. McCloud Nature Park- Prescribed Burn Agreement

Lemley reports that he has discussed the possibility of conducting a spring prairie burn with Turner Forestry at McCloud Nature Park by May 31, 2020. The prairie burn scheduled at McCloud for the spring of 2019 did not take place because of the heavy rainfall over an extended period of time throughout the state and Turner Forestry's limited availability throughout the week to conduct prescribed burns. The updated version of the contract expands Turner Forestry's weekly availability to improve the chances that a prescribed burn at McCloud will actually take place in 2020. The contract for 52 acres of prairie land will be at a cost of \$3,500. Lemley notes that in the future, he would like to look into certifying specific staff members for small burns. **Emsweller moves that Lemley proceed with the current contract; Hayden seconds, motion passes unanimously.**

#### D-2. W.S. Gibbs- Conceptual Plan Selection

Lemley introduces the 4 possible plans that have been drafted for W. S. Gibbs Memorial Park for Phase 1. Lemley has been working with CECON (Civil Engineering Consultants), a local consulting firm, on development plans for the property. After discussion, they were able to merge desired features from all 4 of the plans to create what will be the final proposed layout of Phase 1. Lemley addresses parking concerns stating there will be 50 parking spots in Phase 1 with the possibility to increase that space in the future. Lemley reiterates that Phase 1 will focus on pathways throughout a portion of the park and not structures, possible structures will be addressed in future phases. Lemley informs the board of his plans to pursue an additional crop lease in 2020 with Jason Searcy, a local farmer. Lemley takes time to discuss and explain features of the drafted plan. Members of the board note some features that they would like to see revised. Lemley informs the board that he will reach out to the engineering team to revise the plans. Lemley reports that Ray Benson, a former park board

member and president, long time HCP&R friend and donor, has begun donating fund for park amenities.

Lemley requests that the board allow him to move forward to create a finalized conceptual plan with the discussed recommended plan changes. He hopes to advertise in January for bids on construction of Phase I. **By consensus, the Park Board approved Lemley moving forward with his plan of action.**

## **E. CONTINUING BUSINESS**

### **E-1. McCloud Nature Park Update**

Lemley reports to the Park Board that the Fall Colors Festival at McCloud Nature Park in October was a success. Staff estimates somewhere around 2,000 people attended the event. Lemley says that most of the activities were free of charge, but hayrides offered for a nominal fee brought in \$757.00 in revenue. Lemley thanked Emsweller for lending his trailer to use for the hayrides again this year.

Lemley informs the board that he and Holtsclaw met with DeAnna Murphy recently. Murphy is a local real estate agent and has reached out to local park departments to include them in a marketing project. Murphy is putting together a series of videos highlighting local area parks. Lemley and Holtsclaw were interviewed and featured in an episode highlighting McCloud Nature Park. HCP&R allowed her to fly an aerial drone over McCloud, including the prairie maze. Lemley noted that he will inform the board when that video is available for public viewing. Lemley states that a relationship with Murphy would be a beneficial one to maintain as she is a supporter of community parks.

Lemley informs the board that the Tri-West High School Service Club recently spent a day out at McCloud. The service club is a small group of students from that school that are interested in creating a difference and helping in their community. They have created a tradition of spending a day, twice a year, at McCloud. They were able to tackle many jobs around the park. Their efforts included picking up trash along the creek, building a split-rail fence near the wetland habitat, replacing a grill at the McCloud Pavilion, weeding gardens, and cleaning all the benches throughout the park.

### **E-2. Vandalia Trail Update**

Lemley reports that he has been made aware that the Department of Natural Resources (DNR) is now accepting applications for the second round of the Next Level Trails grant program. He states that feedback will be relayed as it is made available. He informs the board that the department has requested \$2.4 million to expand the trail in 2021, it is unknown if DNR will award all of that request or a portion to the department. Miner suggests that the department create an alternative plan if HCP&R is not awarded this grant.

Lemley explains to the board the Butler, Fairman, & Seufert (BF&S) reimbursement contract. BF&S is a consulting firm hired to address a drainage issue on the Vandalia Trail near the water treatment facility. BF&S will contribute \$226,400.68, so \$113,200 will come back to the department. That will be put in the Food & Beverage budget line. This should bring closure to the department's business dealings with BF&S.

Lemley reports that the trailhead restrooms have now been winterized and they will be locked and inaccessible until April of 2020. He reports that this will also eliminate the recent damages due to

vandalism involving books from the nearby Little Free Library being destroyed and placed in the toilets in Coatesville.

Lemley informs the board that the department was awarded a grant for Hendricks County Solid Waste Management District to place recycling receptacles at trail heads. They will be installed in the near future.

### E-3. W.S. Gibbs Update

Lemley informs the board that a new sign was installed at the entrance of Gibbs Park. This sign was made by a local company, in Avon, Beacon Sign Company.

With hunting season happening, the maintenance team has had to be a bit more vigilant; there has been a removal of a deer stand, that has gone unclaimed, and an addition of multiple 'no hunting signs' along property lines.

## **F. REPORTS**

### F-1. Superintendent Report

Lemley reports that the Hendricks County Council recently appropriated \$40,000 into the department's Food & Beverage fund. Through an arrangement with INDOT and BF&S to resolve an issue with Beaty Construction during the paving of the Vandalia Trail, BF&S paid HCP&R just under \$40,000. That money was then deposited into the County's overall Food & Beverage fund. This appropriation specifically designates that monetary amount to the Parks & Recreation budget. At Lemley's request, the Hendricks County Auditor also transferred \$8,500 from the department's Fuel & Oil budget line to the department's Repairs & Maintenance budget line within the County General Fund. That money will be used to purchase a stump grinder attachment for the department's skid steer.

Lemley informs the board that the department was granted \$200,000 for the 2020 fiscal year. Lemley continues to build and maintain positive relationships with the Hendricks County Council and the Hendricks County Commissioners. He reports that the County Council approved a 3% cost-of-living pay raise for all Hendricks County Government employees, as well as an end-of-year stipend (\$500 for each full-time employee and \$250 for each part-time employee) for all County departments that completed employee performance evaluations in June. HCP&R employees qualify for that stipend.

Lemley reports that Ron Fox has resigned recently. Fox had been a part of the HCP&R maintenance team since the spring of 2015. His replacement, Mike Clark, has been hired and is expected to start on November 18<sup>th</sup>.

Lemley informs the board of the success of the first ACORN meeting. ACORN (Active Council On Recreation Needs) is a teen program created by Joe Lembo, Assistant Park Naturalist. It was developed to introduce teens to various career paths in the Parks Field. Of the 9 that had been chosen to participate, 7 members were able to attend the first meeting. He expects members to be more interactive as the program progresses and sees it as a beneficial program for the community.

Lemley reports that HCP&R is pursuing a grant to develop a disc golf course at Gibbs Park. The Disc Golf Foundation has encouraged the department to pursue a basket matching program; this could make the application be more favorable. In this case, while the department would still purchase a number of baskets, the granter (Disc Golf Foundation) would purchase the same amount

of baskets, making the ability to create a full 18-hole disc golf course more cost-effective. Lemley states that Wickliff will continue to pursue grants for additional baskets.

Lemley reports to the Park Board that HCP&R staff have been designing the Winter/Spring 2020 issue of *The Explorer* magazine that will highlight programs and events from January through April of 2020. It will be sent to print on November 15<sup>th</sup>. He states that the printed amount of *The Explorer* has been reduced to 15,000 copies.

#### F-2. Budget Report

Ivie reports that the end of the department's fiscal year is coming up at the end of November. He states that the leadership team has been able to communicate and address needs to utilize the budget.

Ivie states that he believes there to be an error in the Auditor's report due to a hiccup from the online system. He states that it does not highlight a payment for the Buck Arnold property, although that payment occurred. It is estimated to be approximately \$240,000. Ivie states that if there is not an accurate number before the next meeting, he will contact the Auditor and address that concern.

Ivie does not anticipate any issues with the budget as the fiscal year comes to an end.

#### F-3. Parks Foundation of Hendricks County Report

Eisenhart informs the board that, although there may have been some prior confusion, PFOHC intends to lead the Pancake Breakfast and will set up a committee focused on the breakfast.

Moon thanks Miner for being available to give a presentation on W.S. Gibbs Memorial Park at Wild Birds Unlimited, recently. He notes that he knows some possible speakers that he would like to pass along for the "McCloud speaker series", the monthly Guest Speaker Spotlight series at McCloud Nature Park.

Miner informs the board that while there has been more discussion on the transportation subcommittee, there is still work to be done and as those updates are being made, Miner will update the board.

Freije suggests everyone take the time to fill in the survey created by the Hendricks County Community Foundation. It was created to get a better idea of the interests of the community and how the HCCF may benefit the community.

Lemley states the first board meeting in the new year is scheduled to fall on January 1, 2020. The office will be closed this day due to a holiday. Lemley suggests pushing back the first meeting to the following week on January 8<sup>th</sup>.

#### ADJOURNMENT

**The meeting adjourned at 3:35pm.**

Respectfully submitted,

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Mike Hayden, Secretary

**Next Meeting:** Wednesday, December 4<sup>th</sup>, 2019