



HENDRICKS COUNTY PARKS & RECREATION

Hendricks County Parks & Recreation Board Meeting Minutes **Wednesday, February 5th, 2020 * 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: Mike Hayden, President

Brad Eisenhart, Vice President

Matt Freije, Secretary

Gary Emsweller

Jeff Pell

Bill DuMond (absent)

Staff Present: Ryan Lemley, Superintendent

Eric Ivie, Assistant Superintendent

Carol Wickliff, Administrative Assistant

Jim Holtsclaw, Park Manager

Sarah Wolf, Senior Naturalist

Guests Present: Jessica Hartman of Cecon Engineering

CALENDAR

A-1. Adopt Agenda

Miner moves to skip to E-3 Gibbs Update first to allow guest, Jessica Hartman, to excuse herself from the rest of the meeting, Emsweller seconds; motion passes unanimously.

A-2. Approval of Minutes from January 8th, 2020 Park Board Meeting

Miner moves to approve the minutes, Eisenhart seconds; motion passes unanimously.

B. PUBLIC HEARINGS/PRESENTATIONS

B-1. Public Comments

No public comments

C. UNFINISHED BUSINESS

C-1. McCloud Nature Park- Cardno Contract for Native Prairie Restoration within Arboretum

Lemley informs the board that Cardno Nursery has developed a plan to restore the Arboretum at McCloud Nature Park. Cardno has drafted an agreement between HCP&R and themselves to manage improvements and control invasive plants in the Arboretum. The proposed agreement, estimated at \$9,900, would be a 3-phase plan that would include \$2,200 of native seed installation, 1,500 new native plant plugs, and \$4,500 of invasive management efforts.

Lemley proposes that Phase 1 & 2 be financed by the Foundation, considering this as an improvement to the Arboretum. The remaining cost of Phase 3 (\$4,500) would be financed by the department to allow Cardno to manage growth in the Arboretum. Lemley states the Foundation has around \$6,700 in a fund for the specific use of Arboretum improvements. Lemley presents both the agreement and seed locations (#1) to the board. **Miner motions to authorize Lemley to sign and move forward with the Cardno agreement, Eisenhart seconds; motion passes unanimously.**

C-2. Vandalia Trail- Beam, Longest & Neff Contract for Right of Way Real-Estate Agent

Lemley reports, that after meeting with Beam, Longest & Neff, (BFN), a contract has been supplied to the department that recommends using them 'as needed'. BFN is a consulting company that was recommended to Lemley by John Ayres, the County Engineer, to assist in Right of Way consultations along the Vandalia Trail. Lemley states that if any assistance is needed with a sub-consultant, there will be an additional 10% cost. He states there is an hourly rate and since there is no certainty of the length of the project there is no way to know how long assistance will be needed. Freije suggests adding a cap to the contract. Eisenhart would like clarification of costs in which the department would be held accountable. Lemley agreed to readdress the contract with BL&N and redefine specifics before it is signed.

C-3. 5-Year Comprehensive Plan- Request for Proposal

Lemley reports that he has been informed by DNR, that an updated HCP&R 5-year plan would be required before January 15, 2021 if the department would like to apply for available Land and Water Conservation grants in the future. If the department does not wish to apply for Land and Water Conservation grants in the immediate future, the deadline could be extended. Lemley informs the board of the possibility of doing the plan in-house and feels Ivie is more than capable to execute the project. Lemley notes that in the past, these plans have been developed by a third party and have cost the county upwards to \$70,000. Ivie expresses his confidence in his abilities and reiterates the cost savings of doing such. The department expects to hold open houses for the public to collect data. Lemley suggests the creation of a committee to review and give input as Ivie completes the plan. **Freije motions to allow the 5-year plan to be developed in-house by staff. Miner seconds; motion passed unanimously.**

D. NEW BUSINESS

D-1. Request for Emergency Appropriation- Park Board Food & Beverage

Lemley informs the board that a \$305,496 encumbrance request was overlooked and had not been presented for review to the Council; only 2 of the 3 necessary requests had been submitted. This oversight has been acknowledged and the parties will inform the Council of the issue. An additional reimbursement request of \$110,056 was also submitted, as the BF&S Vandalia Trail insurance payment was recently deposited into the County general fund. Both requests will be formally addressed during the March 3rd Council meeting.

E. CONTINUING BUSINESS

E-1. McCloud Nature Park Update

Lemley reports updates on the continuing phone/internet issues at the Nature Center and the maintenance barn at McCloud. Both the Nature Center and the barn have been having issues with the current line; Holtsclaw suggests the services be split up between the barn and the Nature Center to reduce future issues. This division would give the capability of potentially updating the security system and increase speeds inside the Nature Center. Hayden suggests the department check into new offers in the area for utilities each year. Lemley concurs and will keep that in mind for the future.

With the recent damage of the beavers, Lemley reports that they seem to have moved on with minimal damage. There is no high-water damage to bridges or other structures.

E-2. Vandalia Trail Update

Lemley reports a recent issue with the pedestrian crosswalk flashing beacons. Lemley believes it was due to a lack of solar activity. Adjustments have been made and they are functional at the moment. Lemley states that the department will continue to keep an eye on the issue.

Brian Stephenson is continuing the tree management process that was originally agreed upon last year. Lemley states that agreement ends at the beginning of April.

Lemley updates the board on the BeWell bike program. He recently met with Adam Scott, of Hendricks Regional Health (HRH), to discuss specifics on the program. HRH has a trial program in Plainfield. Both agreed that the program is costly and is too new to guarantee return investment. Lemley informs the board that he will not continue to pursue this program for the department within the immediate future.

E-3. W.S. Gibbs Update

Lemley introduces Jessica Hartman of Cecon Engineering to the board. She has been working with HCP&R on the Phase I design of the property and came to discuss and/or answer any questions the board might have regarding the current plan. Lemley states that the department has turned in the preliminary construction application to Avon before the deadline of February 3, 2020. Lemley states that he has addressed the county council and made them familiar with plans and requests. Hartman will be able to prepare information to have available to allow the department to solicit for bids for construction. Lemley requests permission from the board to post bid packets for Gibbs. Due to an unexpected successful building season, the department is expecting higher bids than originally anticipated. Lemley states that he would like to collect bids and be able to present them to the board in the March meeting. Lemley states that he has faith the council will honor recent encumbrance requests from Food & Beverage (305,500) and BF&S (110,000), which gives the department an additional \$415,500. Lemley states that the department will have around \$1.5 million dollars for the development of the property.

Lemley directs the board attention to the plans (#2). He notes the drafted parking and points out the areas of discussion, primarily the roadway and 25 parking space lot on the eastern side of the park, leading to the future disc golf area. Lemley proposes making that section an alternative bid if received bids seem too costly. Lemley notes that the alternative bid would drop minimum parking below the required amount. This would mean existing parking lots would need to be redesigned. Avon requires a property to allow for 2 parking spaces for every acre that is developed. The current plans contain 140 parking spaces on 68.7 acres of land; by separating the bids, it drops the primary development bid consisting of 115 spaces. Eisenhart suggests separating the section and if needed, ask for a variance from the town of Avon. Hartman explains the majority of the cost will probably come from excavating needs.

Lemley redirects attention to the pond and explains the design that is drafted. Hartman explains the complications of creating natural features that abides to regulations. Avon requires a maintenance drive around the perimeter of the pond and an emergency launch into the pond(s). She believes that she has been able to draft a plan that seamlessly marries the two needs into the design, while

maintaining its natural appearance. Lemley mentions the requirement of a safety ledge around the edge of the pond. He states that he has decided against a vegetative edge to encourage fishers.

Lemley states that he has had assistance in the disc golf course design from interested parties. He anticipates being able to invite clubs out to the park as they update and redesign the course to fit the needs of the community.

Lemley informs the board that he and Holtsclaw have been researching equipment for a nature playground. The Foundation has been fundraising specifically for the playground and Lemley plans on discussing plans with Stritar, the Executive Director of the Foundation.

Lemley reports that the maintenance team has been able to organize more progress at Gibbs. The department has rented a Fecon machine to help eliminate undesirable growth and brush. They have also secured GreenCycle to take removed vegetation as the maintenance team removes it from the property. GreenCycle is a landscaping company in Danville that will turn debris to mulch.

F. REPORTS

F-1. Superintendent Report

Lemley reports that the website is back up and running thanks to the tireless efforts of Ivie. Due to the recent interruption, the website had to be rewritten and Ivie worked to achieve that for the department.

Lemley informs the board that a new part-time maintenance tech has been hired and has already started working with the HCP&R team. Oather Duncan III is an experienced roofer and is viewed as an asset to the team.

Lemley reports that ACORN, the teen program, is coming to the end of its season. Members will assist staff at one of the Maple Syrup Days (3/14/20) and will have a day with the maintenance team, and the program will be done for the year. Members will reconvene for the JEEP program that they have planned in June. Lemley has been working with John Parmley (county insurance agent) regarding liability insurance for the off-campus JEEP trip.

Lemley reports that his laptop is needing to be replaced and the hard drive recently crashed. He states that he believes the one he was currently using is the oldest in use at in the department and it was time for an upgrade. No data was lost, and the IT team is working on getting a replacement laptop for him.

F-2. Budget Report

Ivie presents the first 2020 budget to the board. Ivie explains the budget to the room. Any overages are overestimations of staff needs and it is expected those costs will balance out as the year progresses. Ivie states there is an estimated amount of \$1.5 million towards the development of Gibbs in Phase 1. Lemley states that McCloud Nature Park will need aggregate for the drive before Maple Syrup Days. Ivie estimates the need to budget wisely to utilize all possible funds towards the development of Gibbs.

F-3. Parks Foundation of Hendricks County Report

Eisenhart reports that he no longer is a board official, nor are any of the other current members of the HCP&R board. The new Foundation board president is Matt Browning.

Emsweller reports that the Foundation amended some of the current Foundation by-laws, but there have been no big changes of the procedures of the Foundation.

Eisenhart informs the board that the Foundation is organizing a Gala for the fall as a fundraiser to the local parks. This will benefit all park departments in Hendricks County that is supported by the Parks Foundation.

Hayden reports that he and Eisenhart sit on the Pancake Breakfast committee and they are planning a successful event again this year.

Miner informs the room that a CISMA, or Cooperative Invasive Species Management Area, has officially been created in Hendricks County. He states that Sarah Wolf (HCP&R), Carol Ford (Avon Outdoor Learning Center), and himself, with the support of HC Soil & Water, have worked towards designating an invasive management effort in Hendricks County.

ADJOURNMENT

The meeting adjourned at 3:47pm

Respectfully submitted,

Matt Freije, Secretary

Next Meeting: Wednesday, March 4th, 2020