



# HENDRICKS COUNTY PARKS & RECREATION

## Park Board Meeting Minutes

Wednesday, May 6, 2020  
2:00pm

Meeting held online via Zoom

### **CALL TO ORDER**

The meeting was called to order at 2:07 p.m. **\*\*\*This meeting was held online via Zoom due to public health concerns relating to COVID-19 (coronavirus).\*\*\***

**Board Present Online:** Mike Hayden, President  
Brad Eisenhart, Vice President  
Matt Freije, Secretary  
Bill DuMond  
Gary Emsweller  
Paul Miner  
Jeff Pell

**Board Absent:** None

**Staff Present Online:** Ryan Lemley, Superintendent  
Eric Ivie, Assistant Superintendent

**Guests:** None

### **A. CALENDAR**

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

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

#### **A-2. Approval of Minutes from March 4, 2020, Park Board Meeting**

**Miner moved to approve the minutes; seconded by Freije; motion passed unanimously.**

#### **A-3. Approval of Minutes from April 15, 2020, Emergency Park Board Meeting**

**Miner moved to approve the minutes; seconded by Freije; motion passed unanimously.**

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

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

There were no comments from the public.

## **C. UNFINISHED BUSINESS**

### **C-1. Vandalia Trail Right-of-Way Progress**

Lemley advised that Ryan Buckley of Beam, Longest & Neff (BLN) has made progress on the property owned by Edward and Janet Moore. The Moores are supportive of granting an easement on their property along County Road 500 South for expansion of the Vandalia Trail. The easement assessment and other related paperwork is ready for Buckley to present to the Moores if the Park Board grants permission to do so. The easement will cost \$4,850. **Lemley requested the Park Board's permission to present the easement offer to the Moores. By consensus, the Park Board gave Lemley permission to do so.**

Buckley has also made progress with the Edmondson property along CR 500 S. Obtaining an easement on this property required more work due to a property swap that the Edmondsons made with Glen "Buck" Arnold before Arnold sold the property to the Park Board. Buckley is still working on this project, but he is making progress.

### **C-2. W.S. Gibbs Memorial Park – Phase I Agreement and Notice to Proceed**

Lemley reported that the meetings with the Avon Planning Commission and the Avon Board of Zoning Appeals in April both went well. Additionally, DuMond reviewed the entire 200+ page construction agreement and contract and is comfortable with it. DuMond gave credit to Jessica Hartman of Civil Engineering Consultants, Inc. (CECON), HCP&R's contracted engineering firm, for the level of detail in the documents. Lemley recommended to the Park Board that HCP&R move forward with the Agreement and Notice to Proceed with John Hall Construction on Phase I construction of W.S. Gibbs Memorial Park.

Lemley advised that HCP&R is still in the process of finalizing all required permits through the Indiana Department of Environmental Management (IDEM) and that there are some minor changes that need to be made to the construction plans to satisfy the Town of Avon, but Town officials are not prohibiting HCP&R from proceeding with the project.

Lemley informed the Park Board that the Town of Avon is requiring HCP&R to take out bonds for each tree that is planted at the park to ensure the tree's replacement if it dies. Lemley estimates the cost for the bonds on the trees to total about \$4,000, and after one year, if the trees take hold and thrive, HCP&R will get that money back. Lemley believes that the \$4,000 can also be used for replacement trees if necessary.

Lemley advised that he has updated the Hendricks County Commissioners and the Hendricks County Council about all the progress on this project, and they have been very supportive.

**Miner moved to approve the W.S. Gibbs Memorial Park – Phase I Agreement with John Hall Construction; seconded by Freije; motion passed unanimously.**

**Miner moved to approve the Notice to Proceed with John Hall Construction; seconded by DuMond; motion passed unanimously.**

DuMond asked what the next steps are now with this project. Lemley advised that Hartman made the minor edits to the construction plans as required by the Town of Avon and submitted them to Town

officials on May 1, 2020. Once those edits are approved by the Town, there will be a pre-construction meeting scheduled with HCP&R, Town officials, CECON, and John Hall Construction. Lemley doesn't anticipate any problems with the IDEM permit applications, and those were submitted by Hartman to IDEM earlier this week. Pending significant rainfall or any other unforeseen circumstances, Lemley believes that the project is on track to be completed this year.

#### C-3. Five-Year Comprehensive Master Plan – Proposed Survey

Ivie outlined the proposed survey to be used for the random and non-random samples that are required for HCP&R's 5-year comprehensive master plan that needs to be completed by January of 2021. Ivie also outlined the general plan of action for conducting the random and non-random surveys.

DuMond advised that he has some minor edits to the survey questions that he will email to Ivie after the Park Board meeting.

After answering some questions by DuMond and Emsweller, **Ivie requested the Park Board's permission to proceed with administering the surveys. By consensus, the Park Board gave Ivie permission to do so.**

Hayden instructed Ivie to bring any questions that come up to Lemley, and then Lemley will present them to the Park Board.

#### D. NEW BUSINESS

##### D-1. Prestwick Golf Course – Ownership Interest

Lemley informed the Park Board that Hendricks County Planner Tim Dombrosky was approached by the current owners of the Prestwick Country Club and Golf Course about HCP&R taking over the property and either continuing operations of the golf course or converting the property to a park. Lemley and Park Manager Jim Holtsclaw conducted a site visit and noted that a lot of maintenance will have to be completed to the clubhouse and the golf course.

Answering questions from Eisenhart and Emsweller, Lemley reported that Washington Township Parks & Recreation was offered the property, but they had not responded to the offer at the time Lemley spoke with Dombrosky.

Lemley advised that he opposes taking over the property because HCP&R does not have the staff needed to properly maintain the property. Lemley also expressed concerns about taking on additional properties when the Hendricks County Commissioners have been insistent that HCP&R develop existing properties before acquiring new ones.

After some discussion about possible options for what to do with the property, **the Park Board, by consensus, decided to decline the offer and suggested that the owners instead contact Avon Parks & Recreation or Washington Township Parks & Recreation about the property.**

##### D-2. Vandalia Trail – Annual Crop Lease with Eric George

Lemley discussed the 2020 crop lease with local farmer Eric George on some property along CR 500 S. that is owned by the Park Board. Lemley stated that the contract terms are the same as they were in 2019, and it will generate just short of \$10,000 in income for HCP&R this year.

Lemley requested that the Park Board approve the 2020 crop lease with George.

**Emsweller moved to approve the 2020 crop lease with Eric George; seconded by Miner; motion passed unanimously.**

## **E. CONTINUING BUSINESS**

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

Lemley informed the Park Board that the prairie burn in April was a success. However, it appears that Turner Forestry did not notify local fire departments or McCloud neighbors of the burn in advance, so that is something that will need to be addressed before the next burn. Lemley said that HCP&R would like to burn the prairie again next year, instead of waiting the normal two to three years, to get better control of the invasive and woody plants in the prairie.

Lemley reported that Cardno was at the McCloud arboretum today and completed the slit-seeding of the native grasses there. They will return with plugs at a later date.

Lemley advised that 4,220 vehicles came to McCloud in April, which is a lot more traffic than normal. Lemley highlighted those visitation numbers – as well as those for the Vandalia Trail – this morning to the Hendricks County Council, and they approved HCP&R to move forward with hiring two (2) seasonal part-time maintenance technicians and two (2) seasonal part-time naturalists for the summer months despite the County’s hiring freeze. Lemley feels that the high visitation numbers helped sway their decision.

DuMond reported that he has hiked at McCloud a couple times recently, and he thinks the park looks great. He especially enjoys the varied topography and plant life at the park. Lemley stated that he will pass the positive feedback along to the maintenance crew.

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

Lemley reported that some trees and limbs came down along the Vandalia Trail during a recent storm, and the maintenance crew came in the next day and quickly cleared the trail. The trail is in really good shape now.

Lemley advised the Park Board of some damage to a bollard in Coatesville and to a sign along State Road 75 at the Vandalia Trail – both were hit by vehicles – and that the maintenance crew has already repaired both of them.

Kim Cartwright, HCP&R’s contracted cleaning service, has cleaned and disinfected the restrooms at both trailheads. Holtsclaw has collected and submitted water samples for testing and IDEM compliance. Both buildings are turn-key ready to reopen on May 18, 2020, pursuant to the Hendricks County Commissioners’ phased reopening plan as society slowly emerges from the COVID-19 pandemic.

Lemley highlighted that 3,822 people used the Vandalia Trail during the month of April. Through April, visitation numbers for 2020 have already exceeded those numbers for the entire year of 2019.

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

Freije advised Lemley that a local group has contacted him about potentially doing some fishing activities at the park's pond. Lemley stated that it will take about 4-6 months to fill the pond with water, and then HCP&R has to stock it with fish, but in the future, Lemley would be supportive of a group like this.

DuMond asked how the pond at Gibbs is going to compare in size to the Avon Town Hall Park pond. Lemley advised that it will be about three (3) times the size of the pond at Town Hall.

DuMond stated that he'd be interested in walking the Gibbs property to check it out in person, and he invited other Park Board members to join him. Lemley said that he'd be available for a guided tour anytime that DuMond wants to visit.

Lemley proposed hosting a groundbreaking ceremony at the Gibbs property. He's going to look into how best to execute that idea, and he'll get back with the Park Board when he has more details. The Park Board does not want to hold up construction for a groundbreaking ceremony, though, so they advised Lemley to have John Hall Construction proceed as previously planned. The ceremony can take place at some point during the second week of June, 2020.

## **F. REPORTS**

### F-1. Superintendent Report

In regards to the playground equipment at the Gibbs property, Lemley advised that he spoke with Meghan Stritar of the Parks Foundation of Hendricks County (PFOHC) this morning and asked her if HCP&R can utilize the \$17,000 that is in the playground fund managed by the PFOHC, then have the PFOHC do some sort of fundraising for the rest of the cost of the playground equipment, and whatever shortfall remains could come out of donations to HCP&R that are being managed by the PFOHC. Lemley needs about two months' worth of lead time to order the playground equipment, get it to the Gibbs property, and get it installed. He'd like to have the playground equipment in place this year, and he feels like that could be a big public relations win for the PFOHC. Stritar will present Lemley's request at the next PFOHC Board meeting.

Lemley reported that some HCP&R staff members are conducting annual performance reviews through Bamboo HR, which is a new software system utilized by the County. Lemley explained the basic process and reminded the Park Board that they need to complete the evaluation of Lemley. Hayden stated that he will be the point person for Lemley's performance evaluation.

Lemley informed the Park Board that the maintenance crew recently received its new one-ton truck through the County's lease agreement with Enterprise. The truck wasn't equipped with trailer brakes, so those will need to be added, but the maintenance crew is very appreciative of the new vehicle.

### F-2. Budget Report

Ivie summarized the last two months' worth of spending – which hasn't been much because of the COVID-19 pandemic – and updated the Park Board on balances in a variety of budget line items. Ivie reported no problems with the 2020 budget.

F-3. Parks Foundation of Hendricks County Report

Eisenhart advised that there isn't much to report because the PFOHC hasn't been meeting lately as a result of the pandemic. He stated that Stritar has had her work hours reduced, and she's working on the Summer Fun Run Series, so her time is much more restricted than it was before. Lemley advised that he is aware that she has been restricted to working five (5) hours per month now, rather than her usual 20 hours per week, so he understands any delays.

**ADJOURNMENT**

**The meeting adjourned at 3:20 p.m.**

**The next Park Board meeting will be held on June 3, 2020. Hayden hopes the Park Board will be able to meet in person by that time, but he will monitor the pandemic situation and make a decision on that later in the month. HCP&R can also make accommodations for Park Board members who wish to call in to the meeting, even if other Board members are attending in person.**

Respectfully submitted,

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Matt Freije, Secretary