



Park Board Meeting Minutes

Wednesday, June 3, 2020
2:00pm

355 S. Washington Street
Danville, IN 46122

CALL TO ORDER

The meeting was called to order at 2:00 p.m.

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

Board Absent: None

Staff Present: Ryan Lemley, Superintendent
Eric Ivie, Assistant Superintendent
Jim Holtsclaw, Park Manager

Guests: None

A. CALENDAR

A-1. Adopt Agenda

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

A-2. Approval of Minutes from May 6, 2020, Park Board Meeting

Emsweller moved to approve the minutes; seconded by DuMond; motion passed unanimously.

B. PUBLIC HEARINGS / PRESENTATIONS

B-1. Public Comments

DuMond, representing the B&O Trail Association, requested that the Hendricks County Parks & Recreation (HCP&R) maintenance crew help with spraying a 15-foot-wide swath along a 2.5-mile-long undeveloped section of the B&O Trail by loaning some equipment to spray herbicide. The B&O Trail

Association would like to spray the invasive woody plants along the section of trail with Pathfinder in preparation of putting stone down as a trail surface.

Holtsclaw advised DuMond that he designed and constructed a spray tank and boom rig that sits in the back of the HCP&R Kubota, and that works well for HCP&R's needs. Holtsclaw also alerted the Park Board that as government employees, members of the HCP&R maintenance crew are allowed to spray herbicides on government property. However, the crew cannot legally spray on anything other than government property without a commercial license, and none of the crew holds such a license.

Emsweller expressed a concern for liability involved with someone other than County employees using County equipment, and that any request of this type would need to be approved in advance by the Hendricks County Commissioners.

Emsweller also advised that when the B&O Trail Association was started, a discussion was had about the Town of Brownsburg taking over the maintenance of the trail within town limits after it was developed. The discussion also included HCP&R taking over maintenance of the section of the trail that extended outside of town limits once it was developed. Emsweller asked DuMond if that scenario is still in place.

DuMond replied that the B&O Trail Association sold a section of the trail between SR 267 and Ronald Reagan Parkway to the Town of Brownsburg, and they now maintain that two-mile stretch of trail. The section between Ronald Reagan Parkway and the Hendricks-Marion County Line is still owned and maintained by the B&O Trail Association. DuMond stated that he, personally, would not object to HCP&R taking over the B&O Trail west of CR 500 E. at some point, and he plans to discuss this with the Executive Committee of the B&O Trail Association Board of Directors.

Several Park Board members made suggestions for renting spraying equipment or hiring a contractor. After some discussion, DuMond withdrew his request to borrow equipment and/or personnel and instead, he'd like to talk to Holtsclaw in more detail after the meeting about the sprayer that he created.

C. UNFINISHED BUSINESS

C-1. Vandalia Trail – Mr. & Mrs. Moore Easement Agreement & Authorization

Lemley advised that Edward and Janet Moore have requested a letter of assurance from the Park Board regarding where the Vandalia Trail will be placed within the perpetual easement that they're considering selling to the Park Board. They would like the trail to be built along County Road 500 South, rather than along the railroad corridor. They would also like written assurance that if someone is injured on the trail within that perpetual easement, the Moores are not liable. For reference, the land is located at 4160 W. County Road 500 S.

Lemley has drafted a proposed letter of assurance. DuMond had some suggestions for editing the wording of the letter, and he suggested that Lemley run the revised letter past Hendricks County Attorney Greg Steuerwald, too. Hayden concurred.

The Park Board came to a consensus that once DuMond's edits have been made to the letter of assurance, and it has been approved by the County Attorney, Lemley can sign it and send it to the Moores.

In response to a question by Eisenhart, Lemley advised that Ryan Buckley from Beam, Longest & Neff has initiated contact with the Edmondson family about purchasing a similar easement on their property.

C-2. W.S. Gibbs Memorial Park – Groundbreaking Ceremony

Lemley asked the Park Board for guidance on dates for a Groundbreaking Ceremony at W.S. Gibbs Memorial Park. Lemley would like to have some construction already underway to allow for a place for people to park during the ceremony. Right now, the park property is simply an empty agricultural field.

After some discussion, the Park Board settled on July 14 or July 15, 2020, in the morning hours of either date.

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

Ivie presented 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 (CMP) that needs to be completed by January of 2021. The proposed survey has been approved by the CMP Committee, so Ivie is now presenting it to the entire Park Board for their review and discussion. Ivie requested that the Park Board contact him within the next week or two with any edits, suggestions, etc.

Ivie reported that he is working with Sycamore Printing & Business Solutions in Avon on securing a mailing list and preparing and mailing postcards for the CMP survey.

Ivie also requested the Park Board's feedback on their own goals and vision for the next five years. An action plan is a necessary component of the CMP, so this is an important step. Freije commented that finding a new location for the main office should be in this CMP, given the impending construction of the new Hendricks County Jail in the lot across from the main office parking lot. Lemley stated that Hendricks County Facilities Manager Kevin Cavanaugh has advised him that HCP&R has five years maximum before the East Campus Building will be utilized for something else, so Lemley thinks that finding a new office location should be a high priority in the action plan.

Emsweller suggested scheduling a CMP workshop. Ivie will contact the Park Board via email to schedule that.

Miner requested that Ivie email the Park Board with the previous CMPs and their respective action plans for them to review. Ivie will do that.

D. NEW BUSINESS

D-1. PSI – Proposal for Construction Materials Testing & Inspection (Pond and Roadways)

Lemley informed the Park Board that Intertek Professional Service Industries, Inc. (PSI) is a company that Jessica Hartman of Civil Engineering Consultants (CECON), HCP&R's contracted engineering firm for the W.S. Gibbs Memorial Park project, used to test the soil where the pond will be constructed and to confirm that the soil is suitable for a pond.

Hartman has recommended that HCP&R enter into another contract with PSI to take soil samples as the pond is being constructed in order to continue making sure that the pond will hold water. Hartman gave Lemley a ballpark estimate of about \$10,000 for such a contract.

PSI submitted a proposal for this service, as well as for testing the compaction of the roadway surfaces. The total estimated cost for services in this proposal is \$3,462, which Hartman feels is an outstanding price. **By consensus, the Park Board gave Lemley permission to enter into this contract with PSI during Phase I construction.**

D-2. Marvel Ballooning – Request to Operate Hot Air Balloons Within Our Parks

Lemley reported that he received a request from Marvel Ballooning and another ballooning company to use McCloud Nature Park – and potentially other parks in the future – as a launch site and to load and unload passengers. Marvel Ballooning has a \$1 million insurance policy. This is a for-profit business.

Lemley expressed a handful of concerns about such an arrangement, and after some discussion, the Park Board had concerns, too. **By consensus, the Park Board denied the request.**

E. CONTINUING BUSINESS

E-1. McCloud Nature Park Update

Lemley reported that Cardno has completed Phase I (native seed installation) and II (planting 1,500 plugs of native grasses) of the arboretum maintenance at McCloud, and he is working with Cardno to get an invoice that will then be forwarded to the Parks Foundation of Hendricks County (PFOHC). The PFOHC is paying for the first two phases, and HCP&R will pay for the final phase.

Lemley advised the Park Board that the McCloud Nature Center and restrooms were reopened on May 18 after the COVID-19 pandemic. From May 1-29, a total of 4,585 vehicles visited McCloud, which will be another all-time one-month visitation record, breaking the previous record set in April of this year. Lemley pointed out to the Park Board that there was one more weekend in May after the counters were checked, so the final visitation number for the month will be even higher.

The maintenance crew spread and graded out 120 tons of aggregate on the McCloud Nature Park drive in May and filled several potholes. They also replaced the blinds on the McCloud Bee House that were heavily damaged by heat during the prairie burn.

HCP&R is going to host an end-of-year celebration for the ACORN (Active Council on Recreation Needs) teenagers on Friday out at the park.

E-2. Vandalia Trail Update

Lemley reported that the State of Indiana has postponed Rounds 2 and 3 of the Next Level Trails grant program due to funding being needed for the COVID-19 pandemic.

The PFOHC started their Summer Fun Run Series last week with a “virtual run” on the Vandalia Trail. Summer Fun Runs are scheduled for July 15 at McCloud Nature Park and July 29 on the Vandalia Trail.

Lemley advised that the Indiana Department of Transportation will be lowering the speed limit on SR 75 in Coatesville from 55 mph to 45 mph soon, which should eventually slow down vehicle traffic at the Vandalia Trail crossing.

The maintenance crew replaced a damaged bollard in Coatesville and installed magazine dispensers on the restrooms at both trailheads, filling them with the Summer 2020 issue of *The Explorer* magazine.

Lemley reported 3,704 visitors on the Vandalia Trail between May 1 and May 29 with one weekend left to be counted, which is far and away an all-time record for one-month usage.

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

Lemley reported that HCP&R had a pre-construction meeting with Jon Payne from John Hall Construction and with Hartman from CECOM last week, and Payne provided a construction schedule for Phase I development of the park. His current plan is to finish his part of the construction by the end of September. All parties still need to complete a pre-construction meeting with Town of Avon officials, but then construction can begin.

Lemley advised that Holtsclaw has already started planning out trails to go through Phase I of the park. Lemley said that the maintenance crew will seed the disc golf course in 2020 and then install the baskets and concrete pad in 2021. Lemley has spoken with Dan Searcy about working the ground in the area of the disc golf course and possibly seeding it, and then he'll determine whether it's more cost-effective to have Searcy seed the course or to have the maintenance crew do it.

Two Boy Scouts have contacted HCP&R about doing Eagle Scout projects at the park. Lemley, Ivie, and Holtsclaw are meeting with one of them, Elijah S., next week to discuss him constructing aquatic habitats for the pond. Holtsclaw is going to suggest construction of some small-scale bridges at the park to the other scout, although there hasn't been any further communication with him yet since his initial contact.

Lemley advised that the Town of Avon is requiring a "right of entry agreement" to inspect the future pond, so Hartman has provided a template for such an agreement. Hayden instructed Lemley to get the agreement approved by Steuerwald and then go ahead with signing it.

F. REPORTS

F-1. Superintendent Report

Lemley reported that four part-time seasonal employees – two naturalists and two maintenance technicians – joined the staff. Other than the vacant part-time administrative assistant position in the main office, HCP&R is now fully staffed.

HCP&R received a grant from the Hendricks County Solid Waste District for two ADA-accessible picnic tables that will be constructed from recycled materials. These tables will be placed at W.S. Gibbs Memorial Park.

Ivie continues to blog for Visit Hendricks County in his personal time, and two of his recent blog posts discussed McCloud Nature Park and W.S. Gibbs Memorial Park. Those two posts have been incredibly popular, with over 6,000 views between them. Ivie is quite pleased with the attention they have garnered for HCP&R properties.

Lemley reminded the Park Board of the July 1 deadline for his annual performance review. Hayden volunteered to spearhead this task.

Lemley reported that HCP&R is testing some loaner radios provided by Ra-Comm out of Pittsboro. Past usage of radios has been difficult due to terrain and poor cell service at McCloud Nature Park and along the Vandalia Trail. Lemley isn't sold on purchasing radios yet, and he first wants to see if the radios even work on HCP&R properties.

Lemley advised that Sycamore Printing & Business Solutions did a "soft update" of the HCP&R logo at Ivie's request, modernizing it and changing the font and shape of the logo. (The new logo appears at the top of this document.) The new logo is not different enough to have to rebrand everything, and HCP&R will gradually swap the old logo with the new one on documents, apparel, etc.

F-2. Budget Report

Ivie reported no problems with the 2020 budget. HCP&R is going to be spending a huge amount of money in the final six months of the year due to the construction at the Gibbs property, but for now, spending is at its normal levels.

Lemley advised that budget hearings for 2021 will be coming up in late July, and the top priority for the 2021 budget will be to finish up Phase I of the Gibbs project. Lemley and Ivie will work together to prepare the 2021 budget in a way that is financially conservative – particularly with the expected shortfall in Food & Beverage and in Innkeepers funding due to the COVID-19 pandemic – but also shows the public that progress is being made at the new park.

F-3. Parks Foundation of Hendricks County Report

Hayden announced that Meghan Stritar has resigned her position with the PFOHC. She'll probably work through the summer, but then she'll be moving on.

Hayden also reported that the PFOHC's fundraising efforts have been placed on hold due to the pandemic, so he's not sure that they will be of much assistance with funding a playground at Gibbs Park beyond the ~\$17,000 that is already set aside for it. Lemley anticipates that the playground equipment will cost about \$45,000, so HCP&R will have to budget some money for that in 2021.

ADJOURNMENT

The meeting adjourned at 4:02 p.m.

The next Park Board meeting will be held on July 1st, 2020.

Respectfully submitted,

Mike Hayden, President