



Park Board Meeting Minutes

Wednesday, May 4th, 2022
2:00 p.m.

955 E. Main Street
Danville, IN 46122

CALL TO ORDER

The meeting was called to order at 2:01 p.m.

Board Present: Mike Hayden, President
Brad Eisenhart, Vice President (Departed at 3:40 p.m.)
Bill DuMond
Gary Emsweller
Paul Miner
Jeff Pell

Board Absent: Matt Freije, Secretary

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

Staff Absent: Sarah Wolf, Park Naturalist

Guests: None

A. CALENDAR

A-1. Adopt Agenda

Emsweller requested to amend the agenda to discuss F-2. Budget Report prior to B. Public Hearings/Presentations. **Emsweller moved to adopt the amended agenda; seconded by Miner; motion passed unanimously.**

A-2. Approval of Minutes from April 6th, 2022, Park Board Meeting

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

F-2. Budget Report

Ivie reported no issues or concerns with the budget report to date, while noting that the first quarter budget reports have been provided to Wolf and Holtsclaw. Ivie stated that funds from Development of County Parks and Other Improvements budgeted line items will be reserved to cover the costs associated with developing and constructing the proposed maintenance hub at W.S. Gibbs Memorial Park. DuMond requested Ivie to provide guidance on available funds to be used for park development and/or land acquisition for park expansion. Ivie explained that Other Improvements, under the Food and Beverage Fund, and Development of County Parks, under the Innkeepers Share Fund, are the main accounts to provide funding for park expansion and development. Ivie elaborated that engineering and site design would be funded by Professional Fees line item under the County General Fund. While further extensive discussion about a variety of topics related to the budget, encumbrances, and the proposed maintenance facility took place, Ivie highlighted that the maintenance team is resourceful enough to allow the department to diversify action/task items as the budget allows.

Lemley asked the Park Board if they wanted the Budget Report to be placed at the beginning of the agenda to be discussed early on in future park board meetings. Hayden recommended to leave the agenda as is and allow Lemley to adjust the agenda topic items as needed. Lemley stated that he will add the Budget Report to the beginning of the agenda around July to propose 2023 budget in preparation for County Budget Hearings in September. The Park Board concurred with Lemley's statement.

Lemley added positive comments toward Ivie for his dedication to keeping the budget up to date and communicating with team members and the Park Board in transparency of allotted budget related transactions.

B. PUBLIC HEARINGS / PRESENTATIONS

B-1. Public Comments

None

B-2. RaceMaker Productions – Proposal for Beaver Chase Trail Race at McCloud N.P.

Lemley advised that Lee O'Connor with RaceMaker Productions has finalized a formal proposal for Park Board consideration to possibly host a Beaver Chase Trail Race at McCloud Nature Park on August 13, 2022. Included within O'Connor's proposal are two compensation options. 1). \$2.00 per participant up to \$500 (for 400-person race cap) or 2). A flat fee rate of \$500.00. Lemley voiced his support of the race event but recommended to cap participation to 400 participants regardless of what compensation option the Board chooses, if they vote in favor to approve such race event.

Miner voiced concerns over the use of sound amplifying equipment to be used for music during the event. Lemley empathized with Miner's concerns, however, stated that his recommendation would be for RaceMakers to be required to rent the shelter pavilion for the race event, and in doing so would alleviate any concerns he may have related to amplified sound system being utilized during the event. DuMond added to the discussion that although he likes that a Certificate of Insurance will be provided on behalf of RaceMaker Productions, he expressed the opinion that language be added to the application indemnifying the Park Board of liability in the event of possible claims. Furthermore, DuMond recommended that a contractual obligation of agreed upon commitments be added as an addendum to the permit application. Emsweller voiced that concern over the indemnification clause may be mute as the department is an entity of the Hendricks County government's liability insurance. Pell suggested that Hendricks County Parks and Recreation Department, along with the Park Board, and Hendricks County Commissioners, be named specifically as additional insured on the Certificate of Insurance provided by

RaceMaker Productions. DuMond agreed with Pell's suggestion and asserted that a contractual obligation of commitments should be provided by RaceMaker Productions as an addendum to the permit application. **Miner moved to approve RaceMaker Production's request to host the Beaver Chase Trail Race at McCloud Nature Park on August 13th, 2022 compensating Hendricks County Parks and Recreation (HCP&R) a flat rate fee of \$500.00 for being a host site for the event and limiting the event to 400 participants, as well as providing a Certificate of Insurance naming Hendricks County Commissioners, Hendricks County Park Board, and Hendricks County Parks and Recreation Department as additional insured, along with adding an agreement that references the permit application of event commitments as an addendum to the application; seconded by Eisenhart; motion passed unanimously.**

Lemley advised that O'Connor submitted a quote for basic timing package and course marking, including registration, for a potential October 22nd, 2022, Fall Colors Run event. Lemley requested Park Board to consider entering into agreement with RaceMaker Productions, in the amount of \$1,452.00, to host such event at McCloud Nature Park in coordination with the Fall Colors Festival. Miner suggested to pursue sponsorship opportunities to assist with funding the event. Emsweller advised Lemley to coordinate potential sponsorship/donations with Parks Foundation of Hendricks County (PFOHC) Executive Director, Katy Cummings. **Eisenhart moved to approve Lemley to enter into agreement with RaceMaker Productions in the amount of \$1,452.00 to organize and host the Fall Colors Race event on October 22nd, 2022, at McCloud Nature Park; seconded by Miner; motion passed unanimously.**

C. NEW BUSINESS

C-1. Annette Fowler – Memorial Bench Application

Lemley notified the Park Board that the department has received a memorial bench sponsorship application submittal for review. The applicant has requested to place the memorial bench in the playground area at W.S. Gibbs Memorial Park. Lemley requested Park Board review and guidance of the proposed memorial message (religious in nature) submitted by the applicant, Megan Johnson, in honor of her late mother, Annette Fowler. Upon further discussion the Park Board advised Lemley to proceed with accepting the proposed request as submitted.

C-2. 2021-2025 Comprehensive Master Plan – Annual Review

Ivie provided the Park Board a presentation of the 2021 – 2025 Comprehensive Master Plan (CMP) annual review outlining recent progress, department goals, and future planning. Ivie summarized points of the action plan pertaining to Vandalia Trail, McCloud Nature Park, and W.S. Gibbs Memorial Park, including identifying potential funding sources. Some of the topics of discussion included developing a master plan for Hendricks County portion of Vandalia Trail, expansion of McCloud Nature Park and park improvements, and development of future phases of W.S. Gibbs Memorial Park. Further extensive discussion regarding potential mowing reduction, manicured grounds keeping, and relocation options for the main office headquarters took place. Ivie highlighted goals the Park Board and HCP&R Department have accomplished and provided updates on action items that are still a work in progress. Lemley recognized Ivie for preparing this agenda item and presenting to the Park Board.

D. UNFINISHED BUSINESS

D-1. Vandalia Trail – American Rescue Plan Act Subrecipient Application

Lemley reported that he received an update on the status of the American Rescue Plan Act (ARPA) Subrecipient Application submittal for the eastern expansion of the Vandalia Trail and notified the Park Board to be prepared to apply federal wage scale schedule for capital project grant submittals. Lemley is

hopeful that the applicant presentations will occur in June 2022.

Miner asked if the department would pursue working with the Town of Clayton, connecting to Lambert Park, and heading west, in the event that the ARPA grant is not awarded to the department. Lemley stated that it would be ill-advised to proceed with construction until some sort of additional grant funds become available to offset the costs of the project but should continue to coordinate trail expansion efforts with the Town. Lemley added that progress with property owner, Tony Murrain, continues to improve on acquiring a vital easement through his property (along CR 500 S.) for the eastern expansion of the Vandalia Trail. Murrain is supportive of a minimal 30-foot easement, which should be sufficient for the implementation of the future 10-foot asphalt trail but may present minor engineering hurdles within a small uneven portion of the property. The Park Board had further extensive discussion regarding the subject matter relating to the eastern expansion of Vandalia Trail. DuMond added to the discussion, providing comments pertaining to the B&O Trail Association ARPA grant application for trail connectivity.

D-2. W.S. Gibbs Memorial Park – Maintenance Hub

Lemley advised that Align Engineering Consultants expects approximate six-week lead time for the permitting process for the proposed maintenance hub at W.S. Gibbs Memorial Park and are preparing to conduct the public bid process for the implementation of the facility in mid to late summer of this year.

D-3. W.S. Gibbs Memorial Park – Land & Water Conservation Fund Grant

Lemley reported that The Department of Historical Preservation & Archeology (DHPA) provided a written report and recommendation on the reconnaissance level archeological survey conducted by Cardno at W.S. Gibbs Memorial Park. Lemley informed the Park Board that DNR Grant Section Chief, Bob Bronson, provided information of an opportunity of potentially increasing the financial impact of the Land and Water Conservation Fund (LWCF) grant an additional \$108,270.00. Lemley stated that the revised grant application will include the additional funding amount (50/50 grant match) totaling \$1,216,540.00, as opposed to the original \$1,000,000.00 grant request.

E. PROPERTY UPDATES

E-1. McCloud Nature Park

Lemley informed the Park Board of a recent discovery of a damaged culvert pipe and rutted tracks throughout the 52-acre prairie at McCloud Nature Park. Images of the culprit's vehicle had been captured by in-house security system. The related information has been provided to the Sheriff's Department for assistance in responding to the act of vandalism.

Lemley advised that a newly purchased information sign has been installed along the western boundary of McCloud Nature Park, with the intention to better educate park patrons on the enforceable Indiana Code (IC 14-29-1-8) and Indiana Administrative Code (312 IAC6) that is related to navigable waterways. Big Walnut Creek is not defined as a navigable waterway, whereas the waterway can be enjoyed by patrons, but all the land surrounding the creek is considered private property.

Lemley reported that Cardno Senior Staff Ecologist, Ryan Mendenhall, has officially started the 2022 professional management work within the arboretum at McCloud Nature Park. Miner asked Lemley how many more years Cardno services will be required for the arboretum enhancement. Lemley responded that the goal is this year as being the final year for completion of such services provided by Cardno.

As of April 29th, TRAFx counters documented 1,398 vehicles visiting the park this month.

E-2. Vandalia Trail

Lemley informed the Park Board of another act of vandalism recently discovered with the Coatesville trailhead restroom along HCP&R portion of the Vandalia Trail. The vandalism was reported to Coatesville Town Manager, Jerry Decker, for their assistance in hopefully eliminating future vandalism. Decker is awaiting delivery of a hard-wired security camera system for the downtown section of Coatesville, which will include exterior surveillance of the trailhead restroom. Lemley added that the maintenance team made quick work of temporarily covering the obscene messages.

Lemley advised that HCP&R recently purchased two additional website domains. The general website domains (Vandaliatrail.com and Vandaliatrail.org) have been linked to the department's website and highlights current and future progress for the eastern expansion of the Vandalia Trail.

DuMond provided positive comments on how well the trail is being maintained with the removal of fallen and dead tree limb(s) along the trail.

As of April 29th, TRAFx counters documented 1,574 patrons visiting the Vandalia Trail this month.

E-3. W.S. Gibbs Memorial Park

Lemley reported that No.1 Exteriors of Danville recently completed the installation of seamless gutters/downspouts, fascia trim, gutter guards, and snow guards on the two pavilions located at W.S. Gibbs Memorial Park. To finalize the project, the maintenance team is in the process of designing and implementing concrete downspout covers to connect to the existing drainage tile.

Lemley thanked Miner for his generous donation of 10-3-gallon Eastern Red Cedar trees to be planted within Gibbs Park. The tree donation was in lasting memory of Sam Himsel and will be placed within the disc golf course area of the park.

Lemley reported that Heritage Interactive Services, LLC held a community engagement Earth Day event at W.S. Gibbs Memorial Park. Volunteers focused on park enhancement projects, planting trees, and doing some spring landscaping at the park.

Lemley advised that the annual crop lease with the Searcy family has been revised, reducing the tillable acres from 42.3 acres to 34.5 acres, providing the ability to begin construction of the maintenance hub in 2022.

Lemley notified the Park Board that the Hendricks County Disc Golf Club (HCDGC) has requested to alter the date of their summer disc golf tournament. Lemley approved HCDGC request to hold the event on July 2nd instead of June 11th.

As of April 29th, TRAFx counters documented 2,843 vehicles visiting W.S. Gibbs Memorial Park this month.

F. REPORTS

F-1. Superintendent Report

Lemley reported that Assistant Superintendent, Eric Ivie, has successfully implemented a sponsorship program for department programs and events. Assistant Naturalist, Joe Lembo will be the main contact for the sponsorship program.

Lemley reported that part-time maintenance technician, Noah Thompson, submitted his resignation of employment. Lemley will work with Human Resources to re-post the position. Additionally, the department is seeking a part-time Naturalist Assistant to help with park programming throughout the peak of the recreation season. Lemley went on to explain some of the challenges faced with managing the part-time employee budget line.

F-3. Parks Foundation of Hendricks County Report

Emsweller reported that the Parks Foundation of Hendricks County (PFOHC) Board of Directors recently held a workshop to discuss the Foundation's strategic plan and future goals, as well as approving bylaws and creating a new mission statement that better fits the Foundation's goals and vision. Emsweller added that PFOHC Executive Director, Katy Cummings, continues to do a job well done.

ADJOURNMENT

Meeting adjourned at 4:00 p.m.

The next Park Board meeting will be held on Wednesday, June 1st, at 2:00 p.m. at the Hendricks County Parks and Recreation Department Main Building Conference Room.

Respectfully Submitted,

Mike Hayden, President