



Park Board Meeting Minutes

Wednesday, April 2, 2025
2:00 p.m.

955 E. Main Street
Danville, IN 46122

CALL TO ORDER

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

Board Present: Brad Eisenhart, President
Matt Freije, Secretary
Vicky Byarley
Gary Emsweller
Paul Miner
Jeff Pell

Board Absent: Mike Hayden, Vice President

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

Guests: Eric Weflen, Studio View Architects

A. CALENDAR

A-1. Adopt Agenda

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

A-2. Approval of Minutes of March 5, 2025, Park Board Meeting

Miner moved to approve minutes from the March 5, 2025, Park Board Meeting; seconded by Pell, the motion passed unanimously.

B. PUBLIC HEARINGS/PRESENTATIONS

B-1. Public Comments

None

C. NEW BUSINESS

C-1. Vandalia Trail – Land & Water Conservation Fund Grant

Lemley announced that the Indiana Department of Natural Resources (DNR) has selected Hendricks

County Parks and Recreation (HCP&R) to receive a significant grant from the Land and Water Conservation Fund (LWCF) for the eastern expansion of the Vandalia Trail. He explained that the matching fund grant of \$994,000 will allow for the installation of approximately 2.5 miles of 10-foot-wide asphalt trail. This trail will begin near County Road 250 West (along County Road 500 South) and extend east to connect with the trailhead and a small section of trail currently being developed at Lambert Park in Clayton.

The grant application is being submitted to the National Park Service for final approval from the federal government. Once approved, HCP&R will have three years to implement the project. Lemley plans to request the matching funds during budget hearings in 2026 for the 2027 budget year. The project is expected to go out for bid in late 2026 or early 2027, with construction anticipated to start within 2027, or at the latest, in 2028.

Lemley sought guidance from the Park Board regarding the projected timeline for implementing the project. The scope of work includes site excavation and grading, asphalt installation, and pedestrian bridge installation. By consensus, the Park Board approved Lemley's proposed timeline. He also commended Ivie for preparing and submitting the grant application.

D. UNFINISHED BUSINESS

D-1. Welcoming Center & Administrative Office – CMC Recommendation

Lemley reported to the Park Board that the subcommittee, along with department leadership, recently reviewed and ranked the Request for Qualification (RFQ) packets to select the most qualified Construction Manager as Constructor (CMC) for the planning and implementation of a Welcome Center and Administrative Office at W.S. Gibbs Memorial Park. The committee gave Patterson Horth a higher score than Garmong and Rigdon Construction, with Patterson Horth scoring 159 points, Garmong 144 points, and Rigdon Construction 92 points.

The committee conducted a collective interview with Patterson Horth on Monday, March 17th. At the conclusion of the interview process, the committee unanimously recommended partnering with Patterson Horth for the capital project. Notably, Patterson Horth has agreed to provide the construction cost estimating phase of the project at no charge. The construction service fee is set at \$285,500, with an additional overhead and profit fee of 2.95%, which will kick off the bidding and construction phases of the project.

Lemley requested the Park Board's approval for the committee's recommendation to partner with Patterson Horth as the Construction Manager as Constructor for implementing the Welcome Center and Administrative Offices at W.S. Gibbs Memorial Park. **Miner moved to approve this partnership, contingent upon legal review of the contract agreement, and appointed Lemley as the authorized signatory for the contract; seconded by Freije; motion passed unanimously.**

D-2. Studio View Architecture – Finalized Contract Proposal & Agreement

Lemley presented the Park Board with a finalized contract proposal and fee schedule from Studio View Architecture for the design of the Welcome Center and Administrative Office at W.S. Gibbs Memorial Park. Eric Weflen, Partner and Principal Architect, initially requested a compensation rate of 7.5% of the overall estimated construction cost for the project. However, after negotiations, Weflen agreed to reduce the compensation rate to 6.75%. The proposed fee schedule includes the following phases: Schematic Design, Design Development, Construction Documents, Bidding, and Construction Administration. The total proposed fees amount to \$270,000.

Lemley noted that he and Ivie have thoroughly discussed the 2025 budget and feel confident about

funding the proposal's Schematic Design and Design Development portions with the existing budget. However, funding for the alternative phases will require additional appropriations from the County Council, which Lemley plans to address during the annual budget hearing process this summer.

Lemley invited Weflen to discuss the AIA Contract and the CMc Proposal further. Weflen explained that the CMc Proposal is complementary to the AIA Contract. While the CMc Contract Proposal outlines the work list for the project, the Architectural Design Contract details the punch list to avoid duplicating efforts and ensure quality control throughout the project's duration. Weflen also mentioned that his team, rather than the civil engineer, will attend planning and zoning meetings related to the project to help reduce costs.

Miner moved to approve the Studio View Architecture proposal of \$270,000 for Architectural Drawings and Renderings as described in the proposed scope of services dated April 2, 2025; seconded by Emsweller; motion passed unanimously. After further discussion, **Emsweller moved to amend Miner's motion to approve the Studio View Architecture proposal for \$270,000, contingent upon a legal review of the contract agreement, and appointed Lemley as the authorized signatory for the contract. The amended motion was seconded by Pell and passed unanimously.**

D-3. Fishbeck – Construction Manager Contract Amendment

Lemley reported that J.R. Bowling is working to overcome hurdles in the project and enhance communication with the engineering team. In this context, Fishbeck has proposed an amendment to the professional service agreement to manage construction services for Phase 1 of the Eastern Expansion of the Vandalia Trail. The additional cost associated with this amendment is \$5,000, raising the total Agreement from \$23,000 to \$28,000. This amendment includes oversight of the base proof roll and inspection services related to the installation of the topcoat/asphalt layer of the trail, along with the remaining concrete work, sodding, pre-final inspections, final punch list inspections, and the review of the final pay application.

Lemley requested that the Park Board approve the amendment to the Professional Service Agreement, in the amount of \$5,000, to oversee the construction of Phase 1 of the Eastern Expansion of the Vandalia Trail. **Miner moved to increase the Professional Services Agreement from \$23,000 to \$28,000 for inspection services necessary to complete the final stage of Phase 1; seconded by Byarley; motion passed unanimously.**

E. PROPERTY UPDATES

E-1. McCloud Nature Park

Lemley reported that several members of the Park Board, along with supporting volunteers, hosted the annual Pancake Fundraising Breakfast on Saturday, March 8th, from 7:30 a.m. to 1:30 p.m. Records indicate that 304 park patrons (including volunteers) enjoyed this breakfast, which generated \$1,531.49 in net profit. Lemley thanked Eisenhart for leading the Pancake Breakfast Fundraiser. Additionally, HCP&R staff hosted their second weekend of Maple Syrup Days at McCloud Nature Park.

Lemley reported that the ongoing effort to honor Ray and Mary Benson for their generous commitment to the department and the community will be completed in the coming weeks. Once the professionally routed 6' x 6' high-density polyethylene sign is received from Auburn Plastics & Machining, the maintenance team will install the "Ray & Mary Benson Nature Center" sign at the front entrance of the Nature Center at McCloud Nature Park. Lemley will contact the Benson family once the installation is finalized.

Lemley announced the successful completion of the deck installation project associated with the Nature Center. Credit is due to Park Maintenance Foreman Oather Duncan for his leadership in guiding his team through the completion of this project. Additionally, Seymour has submitted a grant application to the Hendricks County Recycling District to secure funding to acquire recycled composite benches, which will be placed in and around the newly finished outdoor learning space if the grant award is received.

Lemley informed the Park Board that Turner Forestry completed the 52-acre prescribed burn at McCloud Nature Park on April 1st.

TRAFx counters documented 1,402 vehicles visiting McCloud Nature Park this month.

E-2. Vandalia Trail

Lemley reported that J.R. Bowling anticipates resuming construction on the eastern expansion of the Vandalia Trail at Lambert Park in Clayton during the second week of April. Once construction resumes, a traffic control plan will be reinstated along West County Road 500 South within the Town of Clayton. The Park Board continued discussing various topics related to the trail expansion project.

Lemley informed the Park Board that the trailhead restrooms in Amo and Coatesville are now open for the season.

TRAFx counters documented 976 patrons visiting Vandalia Trail this month.

E-3. W.S. Gibbs Memorial Park

Lemley announced that site preparation has begun for the Bicentennial Tree Trail project, which will transform an 8-acre field into a space for tree plantings. John Hall Construction is overseeing the site work at an hourly rate, with such work being funded by the Hendricks County Community Foundation as part of the grant.

Lemley has communicated with CXT several times regarding the delivery and installation of the prefabricated restroom structures. CXT expects these structures to be delivered by the end of April. Lemley also mentioned that he is in communication with the Hendricks County Health Department to finalize the review and approval of the local septic permit, which has already been authorized at the state level. Additionally, Lemley approved a change order totaling \$5,405.00 to install a 1.5 HP constant-pressure well system and increase the water line size to 2 inches.

Lemley updated the Park Board on the ongoing discussions about interim office accommodations for the HCP&R administrative staff. The county commissioners and the Facilities Director have arranged for these accommodations to allow the current building occupied by the staff to be demolished as soon as possible. Both Lemley and Ivie expressed their preference to remain in the current building until the new Welcome Center and Administrative Office are completed. They believe moving only once would be more cost-effective, rather than spending funds to bring the Gibbs residence up to code for a temporary move before relocating again once the new administrative office is constructed. Further discussions took place covering various topics, including the costs associated with two moves versus one, the timing of both transitions, and the logistics involved. Eisenhart concluded the discussion by stating they would make the Gibbs residence work if the county chose to take that direction.

TRAFx counters documented 3,340 vehicles visiting W.S. Gibbs Memorial Park this month.

F. REPORTS

F-1. Superintendent Report

Lemley announced that Emilia (Mia) Fischer will begin her employment with the department as the part-time Assistant Naturalist on April 14th. Fischer has prior experience working for the National Park Service and the Department of Natural Resources, where she served as an office clerk and beach attendant at Raccoon Lake.

The Naturalist Team has submitted a grant application to the Parks Foundation of Hendricks County for consideration in the Gary Emsweller Parks & Trails grant cycle. The request for \$5,222.35 will be dedicated to creating a sound garden at W.S. Gibbs Memorial Park, if the grant is awarded to the department.

The Parks Foundation of Hendricks County hosted its second annual Picnic for the Parks fundraising luncheon on Thursday, March 6th, at the Hendricks County Fairgrounds. The event attracted more than 400 attendees and has successfully raised over \$41,000 to date.

Eisenhart asked about the turtle exhibit installation status at McCloud Nature Center. Lemley responded that general plans have been discussed but have not been finalized.

Ivie provided the Park Board with an update on the volunteer program initiatives. Park Naturalist Alex Weidman created online signup forms and social media events for specific volunteer opportunities. After discussing with Weidman, Ivie created a Facebook volunteer group, noting that the social media audience showed significant interest. The group is named "Volunteering with Hendricks County Parks & Recreation" and has already attracted 200 members online. Ivie commended Weidman for her leadership in this effort.

F-2. Budget Report

Ivie reported no issues or concerns with the budget to date, and his report is balanced with the Auditor's online system. Ivie added that he and Lemley reviewed the budget in depth concerning Capital Project funding sources.

F-3. Parks Foundation of Hendricks County Report

Eisenhart reported that there has been no new information from the Foundation since last month's meeting.

ADJOURNMENT

Miner moved to adjourn the meeting at 3:12 p.m.; seconded by Freije, the motion passed unanimously.

The next regularly scheduled Park Board meeting will be held on Wednesday, May 7, 2025, at 2:00 p.m. at the Hendricks County Parks and Recreation Department Main Building Conference Room.

Respectfully Submitted,

Matt Freije, Secretary