

**Summary Minutes of the Meeting of the
Zionsville Park and Recreation Board
August 8, 2018**

The Zionsville Board of Parks and Recreation met Wed., August 8, 2018 at ~7:00 PM. The meeting took place at the Zionsville Town Hall's Council Chambers (Room 105). Board members Tim Casady, John Wollenburg, Steve Bullington, Jeff Edmondson, Wayne Bivans and George Abel were present. Also present was Park Department Superintendent, Matt Dickey & Park Board Attorney, Roger Burrus.

Agenda/Meeting

Jeff Edmondson made a motion to approve the July 11, 2018 regular board meeting minutes. Wayne Bivans approved with Tim Casady seconding that motion and was passed unanimously.

Public Presentation/Comments

Park Superintendent, Matt Dickey mentioned that our Park Naturalist, Mindy Murdock was present and will introduce our Zionsville Nature Play Days winners. Mindy Murdock explained to the Park Board that the winners, Joseph & James Miller had to attend at least 3 activities. They and all the participants received a passport and with each activity they got their passport stamped and received a prize for completing the activity. Then all the passports were turned in for a grand prize drawing of a gift bag filled with various items worth approx. \$100. Mindy expressed her gratitude to the Duke Energy Foundation grant, which made it possible to expand this program. Joseph and James Millers' parents conveyed their gratitude to the Park Board and that their children had a great time participating in the Nature Play Days activities.

Staff Reports

Park Superintendent Matt Dickey wanted to explain the Budget Analysis draft that he passed out to each Board member. He stated that this is what the Town asked for and he has supplied what was asked for earlier and based on the current needs as discussed by the Park Board at their last meeting, and as modified in regards to Jeff Edmondson's meeting with the Mayor and Deputy Mayor. One item that has changed was the need for an ATV vehicle. Mr. Dickey brought up an item that he felt was needed more and that is the removal of a major log jam in the stream. This is beyond anyone in the Town's staffing ability and equipment to handle.

Another item upon which to get the Park Boards thoughts on was centered around an individual who approached the Mayor and asked about getting a flag pole on the Mulberry Fields Park. Mr. Dickey stated that there are flags at 10 of our Parks and around the Town currently. While not on staff during the Mulberry Fields' design process, a flag was discussed, but purposefully was not included in the design. Mr. Dickey pointed out that the Parks Department has recently spent ~\$600 on replacing flags this month and that there is usually an overtime situation incurred every time the flags are raised or lowered during certain events due to this being by law, mandated during non-working hours. The Mayor asked Mr. Dickey to get the Park Board's thoughts on putting up a flag at Mulberry. After discussing the financial and maintenance labor in installing a flag and maintaining it, the Park Board thought that this isn't needed now and they would continue the past Park Board's design policy on this matter.

Superintendent Dickey gave some information to each Board Member about the NRPA Annual Conference. The conference is being held at Indianapolis this year in September 23-27. There are several sessions or if you would like to attend a certain day; those options are available. If any Board Member is interested in attending a certain day or session, let Mr. Dickey know. Mr. Dickey, Allen Shaffer, & Mindy Murdock will be attending at least one day each.

Allen Shafer, the Parks Superintendent for the Maintenance Department was present to update the Park Board on the upgraded signage process for the Parks entrance sign as requested by the Town. Mr. Shaffer showed the contractors that were contacted and those in red who declined. Those highlighted in green had provided quotes, and the yellow highlighted, we have not heard from yet. Of the submitted bids, Bone Dry was too high, in Mr. Shaffer's opinion. But he is receiving bids from County Line and Subsurface. He did set the absolute date for the contractors to turn in bids to August 15th.

Also, Mr. Shafer told the Park Board that the Starkey Park stairs are in and stored at the shop. He and his staff will start on them as soon as possible.

Park Naturalist, Mindy Murdock gave an update on the Nature Center summer activities. The Nature Play Days were a success. With Maplelawn Farmstead, Sullivan, the library, Street & Stormwater, Zionsville Fire Department, & the Boone County Solid Waste Management companies participating, she was able to provide 2 programs per day. They had a great turnout with 505 attending; last year it was just over 80.

Ms. Murdock also gave an update on the summer camps at the Nature Center. They were able to have 12 camps and these included 2 new camps, the Mommy and Me Camps. 193 attended the camps; some were full; some were close to being full. Summer camps fees totaled to just over \$8,000 and the profit was \$3,800.

Another update from Ms. Murdock for the Park Board was the Traveling Teacher Boxes. She will be able to put together 6 boxes for teachers based on the grant from Duke Energy Foundation. The teachers can use the materials in these boxes to formulate their own program to fit their curriculum. Ms. Murdock will work on getting the information for the school program guide so that she can market other school systems in the area.

Park Board Attorney, Roger Burrus said that the Golf Course Irrigation System is out to bid. Bids can be received up to a specific time on the last day of the month.

Mr. Burrus is currently working on the policy of maintaining of cemeteries due to the Town's reorganization ordinance. He met with the Town Attorney and has put together a list of the Towns' cemeteries. Mr. Burrus reminded the Park Board that they had received an inquiry into the feasibility and possible mechanics of the Park Board fiscally assisting the Mt. Runn Cemetery. It should be noted the Board member from the cemetery association reports this cemetery is an acting commercial operation taking in funds for an average of 8-10 burials a year. The list Mr. Burrus provided to the Park Board has various cemeteries and who they are currently titled to, and to the degree know who maintains them, if they are tax exempt, and if

there is a legal right of access to get to them. This is still an ongoing project for now. Note many of these are private ground and the government should not/cannot get involved on these.

New Business

-None Identified

Old Business

-None Identified

Other Board Related Items

Jeff Edmondson, Park Board President informed the Park Board that the group in the Pathways Committee has been working on our Bicycle Friendly Community application and this will be submitted on time. They also, are working on an application for the Walker Friendly Community; this is due next month.

Mr. Dickey met with the department heads yesterday and was given a Special Event Application for a “for-profit” company. This is for a Run-2-Race half marathon that will be in mid-November. The Run-2-Race will be using Creekside Nature Park in part of their event and by the Town Council’s process, needs the Park Boards permission as soon as possible. A motion was made by Tim Casady to permit this organization’s special event on November 18th. This was seconded by George Abel and was passed unanimously.

Mr. Dickey for informational only wanted to let the Park Board know of a request to set up photo stations in the Parks. This is so people can upload photos of the Parks. Each bracket & sign would cost the Park Department \$150; which would include one replacement each in case of vandalism. While staff has not yet had time to formulate and opinion, the Board members thoughts did not express significantly strong support of the basic cos/benefit ratio.

One last item to discuss came from Park Board President, Jeff Edmondson. He wanted the Park Board to think about ways to enhance our Parks; make it easier for people to find out about our Parks. Maybe have info on maps, history of each Park. He thought of using the local newspapers or magazines to maybe feature a certain Park, starting a Parks Newsletter, or just updating Facebook postings. He would like to discuss this further at the next Board Meeting.

Claims

George Abel made a motion to approve the claims as submitted. Tim Casady seconded and the motion was passed unanimously.

Adjournment

The meeting was then adjourned with a motion made by Wayne Bivans and was seconded by Steve Bullington & passed unanimously. The meeting was adjourned at ~8:45PM. The next regular Park Board meeting is scheduled for August 8, 2018 at 7PM, at the Zionsville Town Hall’s Council Chambers (Room 105).

Jeff Edmondson, President

John Wollenburg, Secretary