

**Summary Minutes of the Meeting of the
Zionsville Park and Recreation Board
October 10, 2018**

The Zionsville Board of Parks and Recreation met Wed., October 10, 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

Wayne Bivans made a motion to approve the September 12, 2018 regular board meeting minutes with a few corrections noted and implemented. George Abel seconded that motion and motion was passed by the Park Board unanimously.

Public Presentation/Comments

-None Identified

Staff Reports

Park Superintendent Matt Dickey regrettably informed the Park Board that the Assistant Superintendent for the Maintenance, Allen Shaffer turned in his notice of moving into private sector employment. Mr. Dickey met with Park Board President, Jeff Edmondson, and worked on redefining this job description to something more appropriate what the position duties have been over the last 10 years. Also, at Mr. Edmondson's suggestion, they worked on re-rating all positions in the Parks Department. This had not been done since at least 2008 and all of the positions have substantially changed. This draft will eventually need approval, if they are to be fully implemented.

Mr. Dickey also gave each Board Member a copy of highlights of various major projects and timelines that he has divided between his Superintendent's plate and what had been the Assistant Superintendent for Maintenance Service's plate. RFQ; quotes are under development for the Golf's 2019 Cart Path Project; one recommendation from the Street Superintendent, was to use a milling machine to mill down to 8 inches where existing asphalt needs removal, this would make the paths last longer. On other fronts, the stone is being cut for the Entrance Signage Project and the signs are on order. Mr. Dickey stated that the Impact Fee Process is moving along, they are getting information from the Planning Department on housing starts. Various tree projects are underway or in the process of getting quotes for both trimming and planting. Another item is ordering a tractor verses ordering a truck. Our spare truck is broke; no reverse. The Park Board had originally decided to use the moneys for the tractor in this year's budget, but given the total situation now it was discussed to switch this to a truck & the Park Board agreed. We do have specs on a new truck, from the last purchase. The LARE-2 Construction and Grant Process is on hold – the State mandated another LARE Project move ahead of us in queue. The log jam permit issued by the State has been cleared. The LWCF Grant at Overly Worman Park is ramping up. Mr. Dickey explained that soon elected officials will need to decide on how much of the funding (whether that is from a bond or wherever) is to be targeted for OWP. Once this is decided construction documents can start. The Park Board's position is it is wasteful to prepare construction documents on a whole park if only part will be built right now. There are to many

potentials for changes, even in actual construction practices & materials to design pieces that are not to be built for years to come.

Next year's projects begin with continuing the Cart Path Quotes and Construction; getting costs this year and hopefully encumbering for next year. Other projects for 2019 are the Starkey (Prairie) Stairs located in the power line area on Trail SP-3, the OWP/LWCF Construction Documents; again dependent on elected officials funding commitments, plus Construction Documents for Heritage Trail Park South; the Park offices and Nature Center, and the Construction/Bid Docs for the New Elm Street Green Adventure Playground and to renovate the Lions Playground; these last two could go out to bid at the same time.

Mr. Dickey had additional project for the year 2020 and that is maybe to begin with a public input meeting/design on our tennis courts near Lions Park for a resurfacing project, along with maybe a tennis/pickleball combo.

Superintendent Dickey gave an update to the Park Board on the Starkey Stairs. The Mayor asked Jeff Pratt about installing the stairs and Mr. Pratt thought someone might get hurt if Town staff installed the stairs at Starkey. In fact, Mr. Pratt stated that no Town Department had the necessary staffer equipment to feasibly do this. Therefore, the Parks Department was directed to go ahead and have the stairs done by a contractor. The cost for this will be \$81,000 for the concrete work and construction of the stairs themselves. The Park Board formally motioned & noted to accept the quote from JC Ripberger & Associates. Note: The Park Department had solicited quotes for fabricator & installation back when the stairs were ordered. And in this more recent cycle, Jeff Pratt had solicited four new quotes and Matt Dickey had solicited one more.

Another item for discussion or thoughts from the Park Board was the use of the Tennis Courts for pickleball. A gentleman had asked about this; he offered to paint the pickleball lines himself. Ultimately the Park Board decided to thank the man, but not to pursue at this time. One of the points is about an equal or slightly larger group of tennis players are upset about, in their eyes, "losing the use of tax-payer funded school courts". It was the Board's thought that perhaps a public input process to both these could be initiated in 2019 or early 2020 before the courts resurfacing (planned in 2020). This lets both sides build consensus on what is the realistic for our small space.

One last item that Mr. Dickey was pretty excited about is that he found a company which provides the source needed for recyclable planking picnic tables and possible benches. He pointed out that in Flowing Well Park in Carmel there are picnic tables underneath the shelter that have been there for over 25 years and these tables were made with this same material. In the regular staff meeting, Mindy Murdock, Park Naturalist had suggested that a grant be used to help replace wood tables behind the Nature Center and to jump start on funding for these. She would like 3 to replace the decaying & many times repaired wood tables at the Nature Center. Fund-raising would be another option – maybe using the Scouts by matching their donations/fundraising efforts.

Park Board Attorney, Roger Burrus informed the Park Board that he does have the contract for the Starkey Stairs. Bill Ripberger worked with Mr. Burrus and made a couple of changes. A

motion will be needed to approve this contract to execute the construction of the Starkey Stairs. Steve Bullington made the motion to approve the contract and Tim Casady seconded the motion and this was passed unanimously.

New Business

-None Identified

Old Business

-None Identified

Other Board Related Items

-None Identified

Claims

George Abel made a motion to approve the claims as submitted by the Town's Department of Finance & Public Records. John Wollenburg 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 ~7:45PM. The next regular Park Board meeting is scheduled for November 14, 2018 at 7PM, at the Zionsville Town Hall's Council Chambers (Room 105).

Jeff Edmondson, President

John Wollenburg, Secretary