

Summary Minutes of the Meeting of the Zionsville Park and Recreation Board

July 10, 2019

The Zionsville Board of Park and Recreation met Wednesday, July 10, 2019 at 7PM. The meeting took place at the Zionsville Town Hall's Council Chambers (Room 105). Tim Casady, Jeff Edmondson, & John Wollenburg, Steve Bullington, George Abel were present. Also present was Park Department Superintendent, Matt Dickey and Park Board Attorney, Roger Burrus. Not present was Wayne Bivans.

Agenda/Meeting

Steve Bullington made a motion to approve the June 12, 2019 regular board meeting minutes with a minor correction. Tim Casady seconded. The motion passed unanimously.

Public Presentation/Comments

Superintendent Dickey introduced Dave Moliterno to the Park Board. He is the new Assistant Superintendent for Maintenance Services. Mr. Dickey, along with Park Board President Jeff Edmondson had Mr. Moliterno as their top choice for the job. Mr. Dickey has been touring the Parks with Mr. Moliterno. And Mr. Moliterno has been working with our maintenance guys on several jobs.

Staff Reports

Superintendent Matt Dickey informed the Park Board that our Assistant Superintendent for Maintenance Services will be conducting interviews for the Tech II position. Those interviews are being scheduled for July 18th and 23rd.

The golf course had a decent month, given that there was a lot of rain. He also said that the second well is being installed, but not finished yet.

New Business

Park Board Attorney, Roger Burrus presented the Park Board with the policy he has been working on in regards to Parks Trail Maintenance. He took the issues that the Park Board discussed at the last meeting and reorganized those into the Trail Maintenance Policy. Mr. Burrus explained his decisions were based on budgetary constraints, our personnel and what's most important at the time. There were several numbered items in the policy, the particular intent of number 4 was questioned by Mr. Dickey; 4) *Protection of park neighbors' property is also a priority; therefore, if Parks Department staff becomes aware of a dead tree which could fall or damage a neighbor's house, fence, or personal property, staff should take reasonable steps as soon as practically possible, to cut or remove the tree and minimize the risk of injury or damage.* After some discussion, the Park Board decided to make changes to number 4 to include house, fence and/or personal property only. Mr. Burrus agreed to make those changes. Steve Bullington made a motion to approve the policy with the edit mentioned on the trail & tree maintenance of the Zionsville Board of Park & Recreation made by Attorney Burrus. This was seconded by Tim Casady and the Park Board voted unanimously to pass this motion.

Mr. Dickey gave each Park Board member a copy of the 1st Quarter Budget for the Parks and the Golf Course. He pointed out that this is the form that is the basis outline of the yearly Park Board budget request to the Town Council. He pointed out that this does extend a couple of years out as this typically does with each yearly budget request. The Mayor this week is directing the departments to do 3.5% placeholder increase if goals & objectives are met with their employees. In other categories, Mr. Dickey suggested to generally not to go over 5% in each category except in certain key areas. He went on to explain some of the increases in certain areas. One being contractual services, appropriation #361. This

was increased last year from \$45,000 in 2018 to \$94,000 in 2019 and Mr. Dickey has kept this the same for 2020; due to the new standard now by the Mayor with the Parks and how they are maintained visually. Tree Service was bumped up \$5,000. Engineering/Consulting was increased by \$5,000 due to several items upcoming. In the supplies category, the Nature Center supplies line-item was increased by \$1,000. Cemetery Care has been increased by a thousand. These are items that Mr. Dickey presented to the Park Board for their input and approval. On the capital side of the budget, the Non-Reverting Capital line-item request, the Park Board decided would stay at 300K. Under Park Improvements 60K was rescheduled for resurfacing/restriping the tennis courts and for recycled plastic picnic table with materials used to fabricate into longer lasting tables to replace wooden ones at Mulberry Fields. Feature/Replace & Repair is recommended to have budgeted for \$50,000 for a new tractor (replacing the 20+ year old Case) with front and back attachments. On major capital projects, Mr. Dickey had 3 areas that he suggested the Park Board consider for the 2020 budget request. The Parks could try for another LARE (Lake and River Enhancement) Grant, use the estimated \$141,000 for Lincoln Park improvements, and/or building a shelter at \$80,000 on Laurel Street/Holliday Nature Park. Assistant Superintendent, Dave Moliterno has inspected Lincoln Park and informed the Park Board of some needs that he thought could be done. One item is the split rail fence and this should be replaced. Mr. Dickey stated that he would like to replace & move the fountain to the south end; maybe repurposing the existing boulder for a basin less fountain. Mr. Bullington suggested incorporating the names of civil war veterans from Zionsville. Mr. Bullington thought Holliday Nature Park could perhaps be included in 2020 budget instead. He explained that in looking at Group A of the Major Capital Projects, anything with Big-4 Rail Trail and with Overlay Worman Park still has to have land acquisition which could mean a longer timetable. He thought Holliday Nature Park could be moved up on the Board timetable. This could be done today since the Parks does own the land and we have access to the land. This could be a possible ribbon cutting asset by next year and a significant increase to the Parks. Steve Bullington motioned to approve the 2020 budget proposal and to have this submitted to the Mayor. John Wollenburg second the motion and this was passed unanimously.

Last item under new business was the 2019 Fall Festival. Mr. Dickey needed the Park Boards approval of pre-paying for reserving booth space at the September Zionsville Lions Club Fall Festival. The cost is ~\$90. George Abel motioned to approve the \$90 to reserve a booth space for the Fall Festival. This was seconded by Tim Casady and passed unanimously. Superintendent Dickey also reminded Board members that their help is needed to sit at the Parks booth at the festival; sign-up will be available at the next Park Board meeting.

Old Business

Mr. Dickey needed the Park Board's approval for the UTV purchase as the amount was over their cap. Two quotes were presented. This UTV is diesel powered, has towing power, and would be great for remote trail maintenance. Tim Casady made a motion to approve bid, quoted accessories and set-up from MacCallister for the UTV purchase. Steve Bullington seconded this motion and the motion was passed unanimously.

Tricia McClellan from Rundell Ernstberger Associates (REA) gave the Park Board an update on the cost of Park the improvement projects in Elm Street Green and the 2020 project for the playground adjacent to Lions Park as discussed in the last Board meeting. REA presented the Park Board with the quotes and layout of both playground areas in hosts Parks. These quotes are close to the original estimate that was presented at last meeting. This will include freight and a ship date, which will allow the Parks to have the equipment stored until installation. So the equipment is ordered separate and this allows for the general contractors to not have a markup and a six week lead time before the project is bid and also, wait for that general contractor to be selected and have them order it. On the layouts presented, REA explained that the design is close to the originals discussed in last month's Board meeting. There was a particular design

element that was exactly like an existing structure in the Lions Park; Mr. Dickey and REA went with a similar motion play structure but with different elements and with more accessible features than the one in Lions Park. There is one bay of toddler swings as discussed by the Park Board, plus two other bays of swings. After the Park Board looked over the layout, John Wollenburg made a motion to authorize REA, Superintendent Dickey, & Park Board President Edmondson to order the equipment. This was seconded by George Abel and was passed unanimously.

Another item presented by REA was the 2020 resurfacing of the Tennis Courts; a Feasibility Study. REA has a surveyor that will do a study to know the exact boundaries for the west and north corners/lines of the Tennis Courts next to Lions Park. This needs to be done before the courts can be resurfaced. A motion was made by Tim Casady to authorize our Superintendent to work with REA in finding the specs and to engage in a survey on the land intended to be used for the Parks possible Tennis Court resurfacing project. This motion was seconded by Steve Bullington and passed unanimously.

Mr. Dickey also suggested that the Park Board consider branding of this Park. This should be identified as a Zionsville Park; not Lions Park. The Park Board strongly agreed that signage is diffidently needed for the Tot Lot and the Tennis Courts adjacent to the Lions Park.

Other Board Related Items

Mr. Dickey updated the Park Board about the Sanitary Sewer at Turkey Foot Park. Mr. Cook, Superintendent of Waste Water Plant, informed Mr. Dickey that this would be cheaper not crossing Turkey Foot Park, but the final plan has not been given yet.

On the pipeline utility work at the Rail Trail Crossing, Mr. Dickey stated that he and the consultants with the Towns' engineering firm (BLN) have asked the utility company to make some modifications and the company have not pushed back in general on these. The company will have to decide exactly where to close the trail; Mr. Dickey thought closure should be at Carter Station and 875. A press release will be issued to notify the public in the next month and half of the particulars of the trail closing and utility work. This will be a cooperative effort of the Town PR person and the company itself.

Claims

After Board member's reviews, George Abel made a motion to approve the claims as submitted. Tim Casady seconded and the motion was passed unanimously. Mr. Dickey again asked the Park Board if they would like in the future, to just have the claim register docket only or to continue with seeing all the claims along with the claims register docket. The Park Board stated that they like to be able to continue looking over each individual claim.

Adjournment

The meeting was then adjourned with a motion made by Park Board Member John Wollenburg, seconded by Tim Casady & the vote was unanimous at ~9:35AM. The next regular Park Board meeting is scheduled for **Monday**, August 12, 2019 at 7PM, at the Zionsville Town Hall's Council Chambers (Room 105), as already posted & alerted to the public.

John Wollenburg, Secretary

Jeff Edmondson, President