



**ZIONSVILLE**  
PARKS & RECREATION

**Zionsville Board of Parks & Recreation**  
**Meeting Minutes**  
**For**  
**Wednesday, March 9, 2022**  
**At 7:00 P.M. EST**  
**ONSITE MEETING**  
**1100 West Oak Street**

In Attendance: John Stehr, President, Jill Pack, Vice President, John Wollenberg, Tim Casady, John Salewicz, Sarah Moore

Absent: Erin Bidwell

Staff attending: Superintendent, Jarod Logsdon, Park Board Attorney, Amy Nooning, Director of IT, Joe Rust

**OPENING**

**Call to Order/Roll Call**

Stehr Welcome to tonight's meeting of the Zionsville Board of Parks and Recreation. I want to thank you all for being here. We'll begin with the Call to Order which we are, uh, in the middle of and also the roll call. Uh, we have a quorum here. We expect that a few Board members are still to join us but we'll go ahead and get it underway. Uh, the Vice President, Jill Pack?

Pack Here.

Stehr John Salewicz?

Salewicz Here.

Stehr Tim Casady?

Casady Here.

Stehr Uh, we are missing, well Sarah Moore is coming in the door right now, I believe. Hello Sarah.

Moore Hi.

### **Approval of the February 9,2022 Minutes**

Stehr Sarah Moore is here. And we expect John Wollenberg will show up soon and Erin Bidwell will not be joining us tonight. So the next item on the agenda is the approval of the minutes for February 9th. Has everyone had a chance to take a look at the minutes? So does anybody have any questions or concerns?

Salewicz No.

Stehr Then do I have a motion to approve the minutes?

Casady So moved.

Stehr Tim Casady moves to approve the minutes of our February 9<sup>th</sup> meeting. Do I have a second?

Salewicz I'll second.

Stehr John Salewicz seconds. Let's take a roll call vote. Jill Pack?

Pack Aye.

Stehr John Salewicz?

Salewicz Aye.

Stehr Sarah?

Moore Aye.

Stehr Tim Casady?

Casady Aye.

Stehr Okay, the minutes are approved. Next item on our agenda is Public Presentations and we have Mr. Wollenberg in the audience or in the room

now. Great. Let the record show John Wollenberg is here as we begin the Public Presentations. Does anybody have anything that they would like to bring before the Board tonight? Going once, going twice. All right. Then we will move on to Staff Reports and we'll begin that with our Superintendent, Jarod Logsdon. Jarod.

### **Staff Reports**

- Logsdon Thank you, John. I do have one item to add to tonight's agenda. I'd like to add a reservation, shelter reservation request under New Business and we can get to that when we get there. Uh, from the Superintendent staff report, I just want to highlight and thank the, uh, Department of Public Works who have been assisting out at our Heritage Trail Park Garden plots. So, for the past week they've been assisting with moving some dirt, laying stone and now they'll begin to pour the initial pad that is going to be the future foundation of our accessible garden. So, um, the pad is being poured right now just to the left of the existing garden plots if you're staring at them from the parking lot and we are working with a scout, uh, for her Eagle project. She'll be placing six raised garden beds for next season, so, we're excited to bring that into our park system.
- Casady Are the pads for raised beds or for the hoop house?
- Logsdon Uh, both. So the, uh, pad will serve as the raised beds and then also the hoop house will be placed at a later date.
- Casady Okay.
- Logsdon Um, and I also want to invite Tricia McClellan of REA up here to discuss the Carpenter Nature Preserve, um, project a little bit further. So for the past, um, few months the Department has been working with the Carpenters and REA on the master planning of the site. We are reaching the final stages of that, uh, a first conceptual concept has been presented and we are here to welcome public input so I will hand it over to Tricia to talk about the website.
- McClellan There it goes. Give it a second to see if it pops up there. I just wanted to kind of introduce you to the website. Ahh – okay. So this is for our input, um, just to share, um, the, the concept with the public and get some input from them. So, you can see from the top there's tabs across there to tell them a little bit about what the project is about, um, and the, the history of how we got where we are and we always have this Contact Us so we're sure that, that people can reach out to us and let us know what they think or if they've got questions. The big one here is going to be the Explore

which will let people, um, explore the, the Master Plan, um, and I don't know how to do this without a mouse, so – we're going to see here if I can scroll down. Two fingers? Yeah, you scroll down. I'll let Jarod try. How's that? Um, and it'll let people explore the, the Master Plan. So we scroll down you can see the, the whole plan there with the, the labels on it but then off to the right people will be able to click and then see some more information where we kind of zoom in on the plan. With each of them there's always instructions at the top on what you can do. It kind of gives them an, an idea of where you are in the overall plan and then you go down to the renderings that give more detail and, um, the precedent images are the example pictures there off to the right with each of them but we've gone through the whole site and just kind of told them a little bit more about the idea of what, you know, we're planning for the Master Plan, what's included, again, with some, some details. Um, and we've divided them up into the major features, um, just to kind of organize and, and guide that conversation. Then after they explore all the different features, um, with the plan itself, there's a, um, Get Involved. It's essentially those questions that we had talked about, um, where, again, it gives them instructions, you know, hey – thank you for taking time to fill this out and let us know your opinions if you need to go back and look at the Master Plan it tells them how to do that but then we've got the questions that we talked about for people to be able to give us some opinions, you know, tell us what they like, uh, tell us if there's something that they would like to see that we didn't include, um, and again, there's always that general Contact Us if someone doesn't want to fill all this out they can always reach out to Jarod or I or John, your information is on there too, um, or just fill out the, the comment box. So, just wanted to kind of give you guys an overview of the, the website and who we're doing that, that virtual outreach. Amanda will take care of getting the word out so we're sure that everybody sees the website and as many people as we can has, you know, comes to the website and provides their input. Any questions on that?

Stehr Is, is it live now?

McClellan It is. Yep.

Stehr Have we gotten any feedback?

Logsdon Carpenternaturepreserve.com if you want to see it.

Stehr Have we gotten any feedback yet?

McClellan We have not.

Stehr Okay.

McClellan No. Just, I think mostly because we haven't advertised it.

Stehr Okay.

McClellan But, yeah, it is [carpenternaturepreserve.com](http://carpenternaturepreserve.com) just all one word, so, feel free to look at it and go ahead and fill out the survey and everybody you know let them know about it.

Stehr Yeah. It looks nice. Thank you.

McClellan Thank you.

Logsdon All right and with that I would turn it over to our Golf Course Manager, Mike Wall, for an update on the course.

Wall How you doing?

Casady Hi Mike.

Wall Uh, yeah, so the golf course, um, I think, um, people, uh, and maybe Tricia will talk about the cart paths, um, in the future, but, as far as the golf course right now, um, all we've been really doing is kind of doing some renovation to the, uh, clubhouse right now. Um, the lower bowl was pretty outdated green, so we put new lights in, fire alarms, replaced the outlets, uh, put some new bulletin boards up there that look a little bit more modern and some actual canvas pictures of the golf course, so, um, just to make it a little bit more fresh and inviting for our golfers when they come back out in the season. Um, and what I'm proposing also is that we repaint the outside of the golf, or the clubhouse. Um, what I want to do is paint it alabaster white with black trim and I'm not sure – so this would be kind of, this would not actually be the course but this would be what it would look like, um – the cost to, you know, for the paint would be about \$600-900, um, to replace the five broken windows that we have on the second floor, uh, is about \$1,000-1,500 and then I'd like to get, um, a new sign, um, on the side of the building, um, with the Zionsville Golf Course logo. That would be about \$500-700 so the total cost for this sprucing up of the exterior of the clubhouse would be \$2,100-3,100. And, um, we'd have to, you know, now that we have the time, um, all we have to do is get temperatures overnight to remain above 37 and, uh, it would take about a

week to paint and, uh, I think it would just send the message, you know, every year we always do something at the golf course, you know, one year we were painting bathrooms, one year we got the new, uh, counter that was donated by Trader's Point, so every year we always try to do something and the golfers down there, they don't ask for much but they appreciate what we've done for them and what we've given them so I think this investment of \$2,100-3,100 would just be, you know, just an added benefit, I mean, just so – I just wanted to kind of – that's what we're doing now, um, amongst other things, uh, down at the golf shop, so – I'm kind of getting back into to right now so, um, but yeah –

Stehr I think that little things mean a lot and little things like that will mean a lot to people and the big thing is the cart paths which will mean a lot too so I think that between those two things it'll be a nice start to the season this year. I think, I think people will appreciate it too.

Wall Yeah, I know last year we had the new cart, the new carts. This year it will be the new cart paths, uh, so it's just, you know, doing stuff to keep up and make everyone feel appreciated, that we appreciate our customers, uh, you know, obviously, with inflation going up, gas prices going up, it's going to be a little bit more difficult this year but just showing the appreciation that we care about our clients and, um, I think goes a long way, so, yeah.

Casady A couple of quick questions – what's the average, uh, opening date of the course in the past years – March 15?

Wall Well last year we opened, like March 22, um, on the season passes we've always said March 15<sup>th</sup> to November 15<sup>th</sup>, um, for the last three years that I've been here it's been right between March 17<sup>th</sup> and 22<sup>nd</sup>. So, well, I shouldn't say that. In 2020 we did not open until May 24<sup>th</sup> because of COVID.

Casady Oh right, right.

Moore Did you say five broken windows?

Wall Do we have five broken windows?

Moore Is that what I heard you say?

Wall Yeah.

Moore What, what caused that?

Wall Uh –

Moore Oh.

Wall Well, I mean, it's, yeah, I mean it's more neglect –

Moore Yeah, no –

Wall I mean because it's not necessarily on the side of the third hole that people slice into, um, it's in the front of the clubhouse, I mean, it's just that, that clubhouse has been neglected for years upon years upon years and, um –

Moore Okay.

Wall The rocks don't really, um, fix their, fix the work, so, um, yeah the second floor is just pretty much a shell and um, yeah, there's five broken windows, um – we did last year get a new garage door which was really, really nice, you know, it's actually got a door opener and we don't have to, you know, slam the, uh, door to lock to get it locked every night so that'll be, that's really nice, um, so yeah, I think just, yeah, we do have the five broken windows.

Moore Yeah, I think fixing that's a great idea and then it looks nice the white with the black trim.

Wall Yeah, so, this shot is actually from a course that I was at over the weekend down in Kentucky, but I saw it and I was like, well, that's what we're shooting for so, um –

Moore Yeah.

Wall So I've got somebody that's willing to paint, loves to paint, um, I just figure why we have the time now we might as well do it. There won't be any cars in the parking lot for a little while, so we don't have to worry about stopping up cars, um, so yeah –

Stehr And I saw Duke out there yesterday picking up their equipment, so they're done with that, with their project along the 8<sup>th</sup> and 9<sup>th</sup> holes.

Wall Yeah, yeah, Duke is, um, done. They've picked up the matting, um, along everywhere, 8<sup>th</sup> and 9<sup>th</sup> hole, along the homes, yeah, so, yeah.

Stehr So now we have to wait for the water to sink back into the ground and the cart paths to get completed and we're good to go.

Wall Yeah, so we, we've purchased a couple more pumps. We've got pumps going now but we purchased more pumps, bigger pumps, um, in an effort to, you know, get the water off the course as fast as possible, yeah.

Stehr That time of year – it's always a fight to get the water off the course.

Wall Yeah, um, yeah with 2 inches of rain on Saturday night that was not something, that was not a very welcome sight but –

Stehr Yeah.

Wall It's March, um, it could potentially, you know, who knows, I mean – Eagle Creek crested at 10.6 feet Monday morning, so, yeah, it's March and April down at the Zionsville Golf Course and in, in typical years we just play through it. This year it's going to be a little more difficult because we can't play through it, we gotta, we gotta pray for a miracle honestly that it's going to get – that it doesn't rain between now and May, so –

Stehr Well, glad you're back and engaged.

Wall Yep.

Stehr Thank you, Mike.

Wall Thank you.

Stehr Anymore questions for Mike? I'm sorry I shouldn't have –

Salewicz No.

Stehr Okay.

Wollenberg That's fine.

Stehr All right.

Logsdon All right. Next is our Director of Maintenance, Greg Dickenson, with an update from his report.

Dickenson Good evening, everybody. Um, I have a short report since February was pretty short. Um, like everybody else, we did really feel the effects of COVID with our staffing in February. Um, lost some man hours there and we spent a lot of time doing snow and ice removal. Did find some time to get out on the Rail Trail though and deal with some hazard trees that we've been wanting to get taken care of and we also started – we're going to do some invasive pear tree removal on the Rail Trail also. And then additionally to that we're happy that we finally got the ice rink completely out of Mulberry so we can start putting that back together and, uh, regain our parking lot for the upcoming season, but that's about all I have for maintenance this month for February.

Stehr Does anybody have any questions?  
[No response]

All right. Thank you.

Dickenson Thank you.

Logsdon And next up, our Director of Recreation Services, Mindy Murdock.

Murdock My February wasn't as quiet but – um, but yeah, we had, a pretty good February even though weather was also not on our side. Um, 882 people walked through Zionsville Nature Center even though with the weather we were closed for two days because of the snow, um, just not able to get staff in and I know the library was closed as well on those. Uh, we also had to cancel several of our programs for February because of either, um, the weather that was going on or icy trail conditions – that it was just not safe to have the public out, um, we didn't want anyone falling and hurting themselves nor did I want my, my staff to get hurt. Um, really the only thing going on in February is, you know, our big one was, um, we had the new Zionsville schools, uh, February break so that was a new one to see how that impacted the Nature Center and we did very well. We had programs almost every day that were all well attended, and we had about 340 people of that 800, um, came during that break week, so, so we were pretty busy for the Nature Center itself. I think it, it kind of surprised people so a lot of people didn't plan on what they should be doing for, uh, for February break at, at the schools. Uh, a couple of other things – uh, one of my staff, Siera Stuart, she did attend project wild training so that's another one under her belt and she's looking forward to using that – not just in, um, a lot of the scout programming she's starting to do but also with upcoming summer camps. And then I passed my certified park and rec professional exam so now I am CPRP for the, uh, Department itself.



Stehr Great. Okay. Good to know. Thank you, Mindy.

Murdock Yeah.

Stehr Do you have anything else, Jarod, before we go to the uh, Attorney Report?

Logsdon That is all from staff reports.

Stehr Okay, well let's, uh, let Amy have a chance to give us an attorney report.

Nooning Okay, sure. Jarod and I have been working pretty closely together over the past month, um, particularly with regard to reviewing some agreements, some of which are on your agenda for tonight, some of which you'll see on your agenda next month. Um, Jarod and I have also been working on the Use Agreement for Mulberry Fields with the different, um, various organizations in town and working through some insurance questions regarding that. That's about finalized, I think, you expect, yeah, they'll be signing those here soon. Um, I've been working with Mindy on finalizing an agreement for the caterers for Barns and Brews. She was interested in getting a template agreement that she could use for all of the caterers, so we developed that, and she has that ready to go. Um, and a couple of other things that are just kind of in the works – I'm talking with a fiberoptics company who is interested in asking the Board for an easement to bury some fiberoptic cable under the Rail Trail to serve the high school. It's not quite ready yet with all the details – we're waiting for them to get us a proposal. They have a document now that they're redlining and they're going to be sending it back to me so as soon as I get that, I'll distribute it to all of you and I would anticipate that they'll be ready to, um, present or I'll present, you know on their behalf, everything will be wrapped up by next month – hopefully, fingers crossed. It's been in the works for quite a long time, so.

Stehr Okay and let me – I was going to make that point that this has, we've talked about this before, uh, but there's been some, some changes in the staffing at the company, so there's –

Nooning Yes.

Stehr Been a bit of a delay but this isn't any different than what we've talked before about the fiberoptic line. I'm sorry –

Nooning Oh that's okay. No, yeah, that's great. That's all I have tonight. Thank you.

Stehr Okay. Thank you. All right, uh, ready to move on to New Business. Jarod?

## **New Business**

### **Shelter Reservation Request**

Logsdon All right. New Business. So, uh, the first item that was added this evening is the shelter reservation request. The Indiana Academy of Science, Math & Humanities class of 1992 would like to utilize two shelters at Mulberry Fields for their July 23rd, uh, reunion gathering. So about 100 adults out at the site, um, just to utilize two structures for the afternoon. So that normally would fall within the shelter reservation program, but they've also requested to raise funds for the Indiana Academy Parents Organization which is a nonprofit that supports the Indiana Academy. Um, so, being a, a fundraising event with a nonprofit involved, I wanted to discuss that with the Park Board tonight and get the affirmative before completing that shelter reservation. So, um, this group which is, uh, the class of 1992 is not the nonprofit themselves, but they are fundraising on behalf of the, uh, um, the nonprofit. So, what they'll be doing is, uh, selling off items that are branded with the Academy and then using those funds as a donation to the Parents Organization. So, um –

Casady What are the, who are the group? They, these are loans from –

Logsdon The Indiana Academy of Science, Math & Humanities. It's right next door to Ball State. So this must be a nice location, uh, for them all to gather.

Casady A science high school? Or –

Logsdon I believe it's a, yeah, more of an accelerated high school. Um, we had a, we had a student that jumped a couple of grades and then the next year he was over in that Academy, so. I think that's what they specialize in – accelerating those youth.

Casady Okay, got it. And then they're raising money again for whom?

Logsdon To donate to the Parents Organization that supports activities, events and things for those students while they're away from home at this Academy. So, they would like to, uh, sell essentially some swag to raise a couple dollars to donate to that parent's group during their reservation.

Stehr I'm not usually somebody that believes in the slippery slope; however, do we have some assurances that this is a real charity and that the money they raise is actually going to go to the charity? I mean is there a way that we can make sure of that before we give our approval?

Logsdon Yeah, we, I was able to confirm that it is a, a 501(c)(3) nonprofit. Um, but perhaps we explore an affidavit that they attach with their application stating that the funds raised will be donated to that organization.

Stehr Yeah. Is that normally –

Wollenberg Is this organization –

Stehr I'm sorry. Go ahead.

Wollenberg I was going to say is this organization within their group that's attending? Like, it's not going to the public, right?

Logsdon Correct. So the class of '92 is raising funds for the parent's organization –

Wollenberg Right.

Logsdon That supports those programs for the students that actually live at the Academy.

Wollenberg So it makes sense that the people that are, uh, purchasing money for that organization are aware of that organization then?

Logsdon Yeah, the, I, I think they were directly impacted while they were there in '92 so they're gathering and to give back.

Stehr I guess my question would be for Amy. Is it reasonable and customary to ask for some sort of assurance that the money raised is actually going to go to this charity?

Nooning Yes, I think that that's reasonable to ask for for sure. And if it's a – since they are, in fact, a nonprofit corporation they would have a Board that they – we could ask for a resolution or some minutes, um, from their Board of the 501(c)(3) showing acceptance of these funds.

Stehr Okay.

Wollenberg Okay.

Logsdon So with the Park Board approval, I will work with Amy to, uh, determine that affidavit and the supporting documentation required to, uh, approve this shelter reservation.

Stehr Okay. Do we have a motion to approve the shelter reservation, uh, with the attachment that we're going to get an affidavit showing that the money raised actually goes to the charity it's raised for?

Wollenberg Real quick – did, did we ask for an affidavit when we had, had this before?

Logsdon I don't know that we've ever had a group fundraising for a nonprofit.

Wollenberg Okay.

Logsdon We've had fund – nonprofits fundraise within the parks historically.

Wollenberg We had nonprofits rent the shelters but not fundraise for –

Logsdon Correct. Yep.

Wollenberg So it's a little bit outside of what, uh –

Stehr Anymore questions –

Casady Correct me if I'm wrong, Amy, but remember there are nonprofits and then there are nonprofits who are qualified under the Internal Revenue Code as 501(c)(3) worthy so that's a, that's a much higher standard to meet and, and I can't recall –

Logsdon This group is –

Casady I seem to recall this has been an issue before so, you just – every nonprofit is, we should be a little bit wary.

Stehr Yeah.

Nooning Right.

Stehr Does anybody have any other comments?

Moore So this is the first time that anybody has asked to do this then?

Logsdon Specifically a group that is not the nonprofit to fundraise for a nonprofit.

Moore Okay and if it was just a nonprofit fundraising for themselves, we let them use it?

Logsdon There is a policy that, uh, fundraising activities for nonprofits go before the Park Board and we approve those.

Moore Okay so that's why we're getting this. Okay.

Stehr If there's nothing else, does anybody have a motion?

Casady I move that we approve the request subject to, uh, obtaining an affidavit that the group intends to, uh, donate to a, a, uh, 501(c)(3) organization and that they provide, uh, some, uh, sort of, uh, confirmation from that 501(c)(3) that they, they will, they are looking to receive money from that alumni group.

Stehr All right. Do we have a second?

Wollenberg I'll second.

Stehr All right. Let's take a vote. Uh, Jill Pack?

Pack Aye.

Stehr John Wollenberg?

Wollenberg Aye.

Stehr John Salewicz?

Salewicz Aye.

Stehr Sarah Moore?

Moore Aye.

Stehr Tim Casady?

Casady Aye.

Stehr

And I say aye as well. All right, Jarod. Next item.

### **5-Year Master Plan Recommendation**

Logsdon

All right, the 5-year Master Plan Recommendation. So, uh, 2020 or our current Master Plan is from 2018 to 2022 so this is the year in which we, uh, work with a new consultant to, um, provide a community engagement opportunity to learn from the community what exactly they want to see in our parks. So this is an update to our park infrastructure and the priorities, the wish lists, the wants of the community that they want to see inside their park system. So we did release an RFP in January requesting services for master planning according to the DNR standards. So the DNR actually set expectations for these master planning documents and those documents need to be adopted by the town in order for that town to be eligible for grant funding in the future. So this is all, uh, part of just the, the nature of park systems within Indiana and we are excited to, uh, begin this process again and, uh, beyond the normal scope of the master planning process, we're also looking at conducting accessibility audits of our park system, looking at land acquisition strategies for, uh, natural corridors and habitats that we should take a, a closer look at and conserving and also, um, uh, staffing op – in operations analysis to understand what kind of staffing levels we need to support the level of service that we've been providing the community as we as a park system continue to grow. So of that RFP, four firms responded and of those four we actually had two interviews with finalists, uh, conducted today. So on that review panel was John Stehr, Tim Casady, Jill Pack and myself and as we listened to the, uh, two firms, they both described very unique strategies to ending at the same result of this master planning document. So after we reviewed those interviews, we deliberated and determined that REA was the most qualified, or uh, firm to lead us in that new master planning process. So tonight I would like to request, um, we enter into an agreement with REA for master planning services. That will include the accessibility audit, the land acquisition strategy and the maintenance and operations analysis within that. So the total cost for that project will be \$96,484. Uh, the process will begin, um, upon approval and go throughout the end of the year conducting several public engagement opportunities so that we can be sure we're getting the most accurate information from our community. So, with your, uh, approval tonight, I would like to request, um, entering into that agreement as well as, um, requesting an additional appropriation from Town Council, uh, to cover this project.

Salewicz I do have a question – so I know, so last year we, you know, we spent a good chunk of money on some, uh, poling the public on, uh, is that, is that information going to be used for part of this as well too?

Logsdon Absolutely. So, um, within the RFP, the selected firm was to review the pedestrian plan from 2016, the current Master Plan as well as our 2021 program plan that you're referencing. So, all of those documents will influence, uh, kind of the foundation and then ultimately what the public, uh, provides will kind of guide that message moving forward.

Stehr And, and I'd like to add before we take up this resolution that Tim and Jill have spent a lot of hours on this and going through all of these proposals and I don't know Jill if you want to talk about the, you know, what REA brings to this. It's not like this was a rubberstamp because we do a lot of work with REA. They've come up with a lot of ideas and, and a lot of plans to, to really make this meaningful, more meaningful than any 5-year plan we've had before.

Pack You know one of the, excuse me, one of the, um, biggest things is that they look at this as not just an update to the last 5-year plan which was an update of the 5-year plan before, but really a, a wholesale new plan where they start, um, reviewing all of the past documents but adding in all the additional things that we've requested like the accessibility audit and the land acquisition strategy and plans. Um, they, they do have a great deal of, I think, love for this Town and our park system and, um, we, we all felt that they were the, they were the ones that we all agreed upon that were the best for this job.

Stehr Tim?

Casady Yeah, Jarod, thanks – thank you for a really nice RFP – a request for a proposal where you've, uh, you've thrown down the gauntlet for the prospective consultants, uh, regarding accessibility or programs, uh, levels of service, staffing, um, so this makes it, you, you really, uh, defined very well what we wanted and this is something new and bigger, uh, over what we've had before, and, thank you, REA, for, uh, for not being complacent and for, uh, you know, jumping, jumping at that chance and, and reading it correctly and, uh, and interpreting what we want and desire. So, I'm looking forward to, to seeing the, seeing the process and the product.

Stehr And this will include public meetings and public outreach throughout the year so there will be a chance for everybody to get engaged in it as it moves forward and, uh, as part of the RFP, they are going to deliver us a

plan by November, correct – that we’ll be able to vote on it in December and we’ll have it all, all done at that point. It will be finished by the end of this year. So, I think that, uh, they’re going to do a great job. I really do. So with that all in mind anybody else have any other comments? Do I have a motion to accept REA as the company that will carry out our five-year master planning?

Casady                    Yeah, I’ll, I’ll make a motion subject to Town Council funding approval that we accept the, uh, proposal to our RFP of, Rundell Ernstberger & Associates for, uh, uh, putting together our new 5-year plan.

Stehr                      Tim Casady makes the motion. Do we have a second?

Pack                        I’ll second.

Stehr                      Jill Pack seconds. Let’s take a vote. Jill Pack?

Pack                        Aye.

Stehr                      John Wollenberg?

Wollenberg              Aye.

Stehr                      John Salewicz?

Salewicz                 Aye.

Stehr                      Sarah Moore?

Moore                     Aye.

Stehr                      Tim Casady?

Casady                    Aye.

Stehr                      And I say aye as well. All right, Jarod.

### **Rail Trail Widening Construction Bid**

Logsdon                    Thank you. Next item on the agenda is the Rail Trail widening construction bid. So, due to the Next Level Trails Grant award in 2021, we were gifted, uh, a grant opportunity of \$1.8 million approximately which allowed us to free up, uh, some of our allocated bond dollars that will go



we've seen the south expansion drawings, but we've not seen north nor some of the smaller add-ons?

Logsdon Right. You're correct.

Salewicz Well the, yeah, the pickleball, I believe, is in the, what is in our document here, so –

Logsdon The plans were?

Salewicz Yeah.

Logsdon Oh yes, yes. For a grant application. Yep.

Salewicz Uh huh.

Logsdon So there is the conceptual layout of the pickleball courts that wasn't included in the packet, um, and then the other two are just, uh, looped paths to get to those destinations.

Stehr Obviously there's a great interest in pickleball courts, um, but, but I think that, Jarod, you should make the point that this pickleball court area at Mulberry Fields will provide other opportunities too at different times of the year.

Logsdon Absolutely. So, we are looking at this pickleball project, uh, with fences that can be pulled up from their sleeves and we can utilize that flat surface for the Winterfest ice rink as well. So, it gets us out of the parking lot allowing us to free up those spaces as well as using the platform that we built in the previous year to build out the event a little and get people out of the mud. So, ultimately looking at having a foundation where we can utilize the fence, um, and keep that to separate the ice rink from the chiller and hide that behind the scenes as well as secure that maintenance portion of the rink, um, and save on renting a fence every year as well. So, just trying to continue to find ways that we could be more efficient, uh, with our Winterfest operations as well as our, our park amenities.

Stehr And we'll get a bigger rink. There will be more, more room for a larger ice surface as well.

Logsdon Yep. We'll talk about that more next month.

Wollenberg Don't tell the maintenance guys.

Casady                    So, I'm, I'm, uh, positive about combining these projects trying to get critical scale, uh, just, just thinking that half a step ahead for REA's design contract for the widening, I do recall that there was contract administration included in that. Now that we've combined everything is – do we have contract administration covered for all of this?

McClellan                . It's included in each project –

Casady                    So REA has contracted with us already to do contract administration for all of this that we will vote on?

Logsdon                    And, uh, just to go into a little bit further detail, Tricia and I are still working out some of the, the fine print of kind of the plan, uh, but the goal is to satisfy the grant requirements with the northern expansion and the southern trail head first, um, as well as the pickleball courts in that package and then once those, uh, reach a certain point of completion, we'll begin the widening. So, making sure that we get our grant work done prior to the expiration of the grant. And with that timeline, we would be able to open up the northern expansion as well as our southern expansion that would already be open and provide those two segments of Rail Trail while we work on the existing middle.

Wollenberg                Does the grant money allow for doing the pickleball work?

Logsdon                    So the grant money is only for the northern expansion and the southern trail head. So, truly, we're just taking advantage of the opportunity to bundle all of these, and we will –

Wollenberg                I see.

Logsdon                    Uh, line by line, uh, invoice each one separately to make sure we're satisfying the grant while using other funds to pay for the other projects.

Stehr                        Yeah.

Casady                    It's the bond money which was for pathways in general.

Logsdon                    Yeah.

Stehr                        And as you saw in the packet, there are some grant opportunities too for, uh, some of these projects.

Salewicz Like AARP?

Stehr Which will help.

Logsdon Grant, grant dollars to the extension and the trail head, um, bond dollars to the widening and then utilizing, uh, our Park Improvement Funds for the pickleball court.

Stehr I think it's really smart to, to bundle all of these things together. I mean, calling it the Rail Trail widening construction project is probably a misnomer but, uh, we need to know that it includes all these other things that are going to be real enhancements to the park, so, I think it's a great idea and I'm glad that, you know, we're able to do it, or, hopefully, able to do it. So, do I have a motion? Anything else? Anybody have any comments? Do we have a motion then to, uh, approve?

Casady Subject to –

Logsdon Subject to review?

Casady Each member's review and approval of the construction design documents –

Stehr Right.

Casady I move that we approve putting out for bid what we'll colloquially call the Rail Trail widening project but which as Jarod has detailed includes the trail head facility, the south extension, the north extension, the widening, the pickleball court and, uh, uh, two or three other smaller project –

Wollenberg Accessibility –

Casady Path projects detail.

Stehr Right.

Logsdon One, one correction – take the southern expansion out of that because that's currently going on. But everything else you said.

Casady Sorry, sorry. Trail head only on the south.

Stehr All right, we have a motion from, uh, Tim Casady. Do we have a second?

Salewicz I'll second.

Stehr John Salewicz seconds. Let's take a vote. Jill Pack?

Pack Aye.

Stehr John Wollenberg?

Wollenberg Aye.

Stehr John Salewicz?

Salewicz Aye.

Stehr Sarah Moore?

Moore Aye.

Stehr Tim Casady?

Casady Aye.

Stehr And I say aye as well. All right, Jarod, moving on.

Wollenberg Real quick, Jarod, could you tell me the, uh, timeline you're shooting for again on that?

Logsdon So, uh, hoping to issue the notice to proceed by May 1<sup>st</sup>. Um, we haven't determined what the length would be for that first phase of the northern/southern trail head and, um, pickleball courts but I believe the overall project timeline was February 2023 knowing that February is not really conducive to, uh, doing too much asphalt pavement, we'll explore that true timeline but that is what it is beginning with.

Wollenberg Thanks.

Casady We'll receive drawings when and when should we give you our approval?

McClellan Friday the soonest would be Friday.

Logsdon I think to get some weekend review.

Casady Our response on Friday? When did you want to advertise?

Logsdon Uh, the advertisement would be on April 20 – sorry no – um, March 22<sup>nd</sup> and then again on March 29<sup>th</sup>.

Wollenberg And then when this special meeting?

Logsdon That would be on April 20<sup>th</sup> so which would also be the day of the bid opening. So, we'll open, um, find the lowest price, most responsible contractor and then have a special meeting to address that with you all. That is the week after our April Park Board meeting for reference, so the third Wednesday.

Stehr Do you want to go ahead and set that now? Set a time for that now? That special meeting? 7 p.m. sound good? Does anybody have any concerns about that?

Casady April 22<sup>nd</sup>?

Logsdon April 20<sup>th</sup>.

Stehr April 20<sup>th</sup> at 7:00 special meeting of the Parks Board in this room.

Wollenberg I think I might have a conflict.

Salewicz Yeah there's a chance but –

Wollenberg Potential conflict.

Stehr Okay.

Salewicz Same here but I'll let you know.

Stehr Okay.

Salewicz I'm out of town the 19<sup>th</sup> into the 20<sup>th</sup>. I'm not too sure when I'll be back but I'll try to be back in time.

Stehr Sarah?

Moore I'm out of town the 18<sup>th</sup> and 19<sup>th</sup> too and I'm not sure if I'll be back but –

Stehr Okay so that leaves us with a, a less than a quorum.

Logsdon Would a hybrid meeting work?

Stehr Amy, would a hybrid meeting work?

Moore We have to have more than half of the members present?

Nooning You have to have a quorum, yes –

Moore Yeah.

Nooning Present now that the emergency is over, yes.

Stehr I don't think we, we could have half of the members present. Is there another date?

Logsdon Calendar is open. So whatever works for you all, uh, we could try the 21<sup>st</sup> – that Thursday?

Stehr How does the 21<sup>st</sup> look for everybody?

Casady Good.

Salewicz I'm here.

Moore I have a board meeting for my library.

Wollenberg I'm a hard no on the 21<sup>st</sup>.

Stehr Jill, are you in?

Pack I, I should be fine.

Stehr John?

Salewicz Yes.

Stehr I would be and you would be so that's, that's a quorum, and, uh –

Logsdon And that's all I need.

Stehr We can get your input otherwise and we'll carry forth your input in the meeting, so we'll make that on let the record show April 21<sup>st</sup> at 7:00 special meeting.

Logsdon All right. Thank you.

Wollenberg If it's rainy I can be here.

## **Garden Plot Program**

Logsdon Next item on the agenda is the Garden Plot Program. Just wanted to highlight this year's Garden Plot Program. Uh, we have, our maintenance team has prepared the 20 x 20 plots at both Elm Street Green and Heritage Trail Park. So this program opens annually the day after the March Park Board meeting. So, tomorrow morning at 8 a.m. there will be the online, uh, reservation process beginning. We look forward to welcoming our gardeners, uh, in April. That exact date will be determined, uh, based on the weather. So, we, we do look, uh, forward to adding a new water line out at Heritage Trail Park so that we can have water service at two ends of those plots so that project should be, uh, coming forth in, in the next couple of months. So, just wanted to highlight that program this evening for you all. Next, we have the Recreation and Maintenance Software. So, uh, the park system has been exploring tools to, uh, make us more efficient out in the field to, uh, provide better recordkeeping as well as, uh, have more reportable data that we can pull from our operations. So, I've been working with both of our directors, uh, to identify the best suited program for our operations and I will invite each of them up to discuss the two packages. So first up, Greg, will talk about MaintainX which is a work order system for our operations.

Dickenson Good evening again. So, MaintainX is what's known as a computerized maintenance management system. So, basically, it's a cloud-based system that gives us ability to, uh, create and track work orders electronically through either an online, uh, desktop dashboard or through a mobile app. Um, so, through that we'll be able to create preventative maintenance work orders that will give us ability to add checklists in there. You can put plans, schematics, photos and then track the time of what it has taken to complete it, resources, assets, consumables that are used in that and also we'll be able to do reactionary work orders, um, so if Jarod or I were to come across something in the park that we think that needs to be fixed or taken care of, we can enter it right in there, we have the ability to take a picture of it if we want to and we can draw on that picture and, you know, to give the staff the idea or team what needs to be fixed. And all the software keeps track of all this time so it gives us the ability to pull reports at the end of the season or at the end of the day so we can see where we're spending our time, what kind of assets are taken for that time, what kind of

consumables we can use. I mean, we could set up as far as to have the maintenance guys enter every time he uses a trash bag and then at a certain point when we get to a certain amount used it will tell us we need to order them but also show how many dollars we're spending every year on just trash bags in our parks and that kind of stuff and what amenities are spending the most amount of time and maintenance dollars or where our workers are at through the day. Um, but that's basically the gist of the program. If anybody has any questions about it or –

Stehr So it's an efficiency program?

Dickenson It's efficiency. It also allows us to track. So right now, so, for me for my workers every day – week, I produce kind of like a project list based outside of their daily maintenance tasks and routines, um, that are established by our, our policies. And so it's kind of like I'll go through our binders and find out what needs to be done every month or what's on my, my, uh, Outlook calendar that Jarod has talked to me about completing so I'm pulling through a bunch of different areas whereas now I can just set up a preventative maintenance work order. Like I'd know every morning that from May 15<sup>th</sup> through September 15<sup>th</sup> that somebody has to go to Mulberry Fields and start up the splash pad and here's a checklist of everything you need to check and it will create that every morning and I can set it to assign to a certain individual and they can go through and check it off so then I can pull up and look through it if there was an issue, like one of the systems wasn't working they can mark that on there and it will send me a notification saying that we need to repair it or something like that or simply as I could set up to have each trail system inspected every other week or once a month, whatever, and they can go through and they can, if they find damage on the asphalt they could take a picture in there and that will report that back to me so then I know I need to contract somebody to come out and repair that asphalt instead of just relying on word of mouth if they may see it, take a picture and forget to tell me about it, you know, for a week or something like that. So to just streamline our operations and just make us more efficient and be more preventative and less reactionary in our –

Stehr Do we have anything like this now?

Dickenson No.

Pack Have you used this before?

Dickenson I have at other agencies – similar programs and it's extremely helpful, um, just pulling data and filling out reports but just keep me up with maintenance so you know what needs to be done and what's not being done, um – this helps with accountability too so you can see where people are at, if they haven't finished their tasks for the day when they go home, or what we need to do to work on the next day when they come in.

Stehr And in your view this is a user-friendly system?

Dickenson It's very user friendly. Um, it's app based, it's really simple to use, um, you can create work orders on your app or on the desktop, um, there's not a limited number of requesters so like all of you could have an account if you wanted to. You would be a requester. If you go out there and you see something and then it will go to an administrator that will be me and Jarod and we can either deny that or send it on. Give you a response or modify it and then our parks team will be, our maintenance team will be full users so they'll have the ability to create their own work orders so if they're out and they come across something that needs to be fixed, they can create the work order right there and capture that work and do it and we'll have that data later going on instead of them fixing it and maybe not telling me about it or reporting it back to me. Right now, I have them keep a daily log based, on their hours spent and where they're at and time and I just kind of go back through that and build my reports and add it in to the computer so I have that information but it'll just streamline. It'll save me a lot of time and Jarod a lot of time –

Stehr So is your, is your staff aware of this and, if so, are they onboard?

Dickenson They are aware of it. Some of them are onboard.

Moore Can you, um, do you give them the device?

Dickenson It will take a little bit of commitment.

Moore Or do they, do they have to use their own device for it or do you give them a device?

Logsdon Yeah, they will use their own cell phones.

Moore And do we compensate them for that or are they –

Logsdon They are not compensated at this time for that.

Moore                    So what if they don't have a device? Does everybody have one?

Logsdon                Yes.

Moore                    Okay.

Logsdon                So currently we're utilizing text messages and phone calls throughout the day so this is an opportunity to organize all that and have a culture change so that we're all using the same system at the same time.

Salewicz                Change is hard.

Logsdon                Yeah.

Dickenson              It'll take a little bit of getting used to of spending that time but – it's not any different than having them write it down now and reporting it back to me, um, I think they'll begin to like it once they get used to doing it.

Stehr                    So when would this go into effect?

Dickenson              If it gets approved tonight, tomorrow we'll start moving forward with it.

Stehr                    I think it would be helpful if you came back in a month or two and gave us an update on how well it's going.

Dickenson              Yeah, I will. So there will be a lot of building out. They'll help to – MaintainX will help us like load some of our, um, checklists and different information into the system already but there will be a lot of building out of the work orders so, I mean, realistically it's going to take me, you know, and Jarod and I three or four months to really get the work orders built out and do some adjustments as far as preventative maintenance goes on that side.

Stehr                    Why don't we say, uh, at our July meeting? Let's make a note. July meeting come back and give us an update on how it's working. Is that fair? That's, that's four months.

Dickenson              Yeah.

Stehr                    Okay.

Moore                    There aren't any legal issues for requiring them to use their own devices for this are there?

Nooning No, I mean not if they're utilizing them right now for communication. I mean –

Moore Would it like require them to use their data, and does everybody have, like unlimited data? This comes up when we tried to implement this kind of program at the library, so –

Logsdon Yeah, the Town is already utilizing more, uh, timecard system and there's an app –

Moore Okay.

Logsdon Associated with that so employees can download that and track their time, uh, this is part of that same use.

Moore Okay.

Casady What's the price and what budget line are you using?

Logsdon Thank you, Greg. This will come out of our contractual services but for the year package – it's a one-year commitment – it is \$3,000 – \$3,081. So a fantastic price. We did preview many packages which were much more expensive, uh, and this is the best fit which we can incorporate into our operations. Um –

Salewicz So, it's, it's an annual fee?

Logsdon Yeah, so after one year if we don't like it, we can discontinue this, get our data back and look for a new provider. We have vetted this with our IT Department as well. So, ultimately, as we create these work order systems and begin to get this data not only is it going to improve our efficiencies but we're going to have better recordkeeping of exactly how much maintenance goes into every half mile of trail and then we'll know exactly how many trash bags we're using at this park or this park and begin to identify those trends and just have a better accountability of our actual budget dollars.

Stehr And is there any other legal pitfall that might come into play?

Nooning No, not that I can see. I mean Jarod and I have talked about this and there were some terms in here that we negotiated with MaintainX, particularly, um, we took out the auto renewal, you know, just so this expires in 12

months and so we can reevaluate at that time and don't inadvertently adopt signing on for another year, um, but, yeah, I think it's fine, it's important.

Stehr Any other questions? Comments? Do you have something to say?

Logsdon I was just going to say the other addition was the, uh, change from a 30-day payment period to 45 to better reflect our Park Board meetings.

Stehr Okay. Any other questions? We'll I'm going to go ahead and, um, make a motion that we, uh, accept this contract and put this into play, and, uh, we'll see Greg back here in July to get a, get a read on how well it's working. Do we have a second?

Moore I'll second.

Stehr Sarah Moore seconds and now let's take a vote. Jill Pack?

Pack Aye.

Stehr John Wollenberg?

Wollenberg Aye.

Stehr John Salewicz?

Salewicz Aye.

Stehr Sarah Moore?

Moore Aye.

Stehr Tim Casady?

Casady Aye.

Stehr And I say aye as well. Unanimously passes. All right Jarod.

## **Recreation and Maintenance Software**

Logsdon

All right. Moving on to the recreations side of our software updates. So the Department has been utilizing the OpenGov suite not only in our financial reporting but also in our programming registrations. So this is more of a financial package, uh, with permit application capabilities so the Parks Department has been utilizing that permit application templates to create our programming that the community has been signing up for for the past, um, year. So we were kind of the pioneers of using this, uh, software and, ultimately, there's better services out there that's more customer friendly to our community, makes signing up for programs easier and we can incorporate all of our programs throughout the year into that single system. So, like Amazon, you create an account and then you can put your items into the basket. So to talk a little bit more about that we have Mindy over here to not only talk about the, uh, forward facing side but also behind the scenes how it will improve our Rec Department. So, Mindy Murdock.

Murdock

Yeah, I will say it actually is a little more convoluted than just OpenGov, um, because we also use the Town's website has an activity portal to it through CivicPlus, um, so for a majority of our programming that is actually what we use, um, so people can register and sign up for our programs but it also makes it very challenging for my staff, um, to make sure that they have authorization to get in to pull up the rosters and there's also, you know, if they sign up for like we had our homeschool that has a fee to it, if they sign up for that there's no way to actually pay for it versus if they go through OpenGov then they can pay for it but we've heard multiple times from just the general public that it's just not a user friendly for them when they're trying to sign up for programs, um, the other aspect of this one kind of goes with, I think, um, Amanda will be happy with this one as well is that the parks pages on the website are growing exponentially, um, and it's kind of hard to try to get all of that information organized where not just the staff but just the individual that's trying to find either a special event or summer camps or how do I register for the dog park -- where is that within the Town's website just because our pages have like grown and then they have drop downs in between pages and just it goes a little above and beyond. So, we're looking at a program called MyRec which is actually a software that was started by, uh, recreation department professionals that, again, had the same problem of trying to find a rec software that would function for all of the different things that parks and rec throws at, at a community. Um, the nice thing with this one on the forward facing side, so the side the public would see, is we actually get our own dedicated, um, website and so we would have a link from the

Town's website to this one and we can work with MyRec in, in making it very unique for us, um, you know, so this is just a comp – you know, one other park district that I pulled out because it had a lot of similar things to what we have, um, but that uses MyRec but we'll be able to use our own color scheme for the Town of Zionsville, use our own pictures, our own logo, and then we can populate what we would like to see, um, as far as, you know, what we would want to have on our homepage, what facilities and build out, you know, our different facilities that we have in the parks, just general info where we can put events, how to contact so we can put all of our contact information for the Parks Department there and then how to register for different programs and even breaking those programs out by, you can see here where they have camps, they've got, um, we can do memberships so they'd have like pool punch passes and dog park permits right there, um, Nature Center they actually have one for this park district where it has its own Nature Center page that you can go to, um, as well as, again, if there's any kind of registration for a special event or if we started to get into more sports or rec-based in that, that form, or if we ended up in the future having something like a community center where we could add that into this as well. Um, on the back side of it some benefits to having the software is 1) everything would be in one place, uh, so, you know, people would be able to when they, they go in, um, and they try to register, it's going to ask them to set up an account but once they have their account, they're set and they can make a family account, uh, so that they can put everybody in their family under their account and what that allows them to do is that when they go to register for a program, they, you know, they click the one they might be into or they log in and they look at all the programs that are offered and they just select their family members. So as soon as they've set up their account, they can just go in and say well, you know, these kids program I want to sign up my two kids for this and me for this one and then, um, it keeps track of everything. So, you know, if they're not sure what they signed up for, for the month it gives them an actual family calendar that they can look and see what, what they have coming up for the month for them. Um, we can also send them email reminders that they have a program. Um, if they haven't paid for something it'll send a reminder that they have a, you know, a due amount on their account that they must pay for – like a summer camp that they haven't paid for. Um, but then it also, the nice thing with that, is once they register in their family it keeps track of that. So if they register their son and he's 8, you know, two years down the line now he's 10 and they try to register them for a camp that they have to be 8 years old to do it, it's not going to let them, um, so it kind of keeps track of those age, grade, whatever we might put as – um, it also has that potential for us that, uh, one thing we can do is import Zionsville so for some of our fees for like

camps and things we have a resident and a nonresident rate and so when they put in their address it will automatically know if they're a resident or a nonresident for Zionsville so, you don't have to rely on if someone, someone telling us, yes I'm a resident or no I'm not a resident, um, to make sure that they're, they're paying the correct fee for the correct program. Um, on our end, the nice thing for my staff is that we can easily set them up that they can go in for any of the programs that they're actually leading and to pull out rosters where they can email participants but they can also pull up that roster the day of and instead of create, you know, printing a paper form they can electronically click that people have showed up for their program, um, and that then is stored into the system itself so then I can go in there at the end of the month and can pull up, you know, attendance reports, revenue reports, anything that we might want to see which is going on in the programs that we have, so –

Stehr Are we going to capture financial information or credit card information?

Murdock We do not. Um, I'm trying to remember how they – so the credit card, are we doing Authorize?

Logsdon Yep.

Murdock So the credit card system they will use, so MyRec goes through Authorize.Net, um, and I think there's a way that they can store that through Authorize.Net, but MyRec does not hold onto that and we do not hold onto their credit card information.

Stehr Okay. And who's going to be the webmaster of this or the, the controlling authority? Would that be you?

Murdock Probably.

Stehr Yeah. Okay.

Casady Are consents and waivers or dog vaccination records also handled through this?

Murdock Yeah, so all of this is is that we would have – they have some forms, but we can also build individual forms so that when they go to register those forms would come up for them to electronically sign and complete and then, again, it's, it's stored within their, um, their account. They can always go back in and see what waiver forms I filled out, what vaccinations do I already have, um, so –

Stehr It'd be great. Anybody have any comments or questions?

Salewicz Cost?

Logsdon Yep. So this one is going to save us a couple of dollars from Greg's. This one is \$2,995 for the year. So, again –

Moore That's great.

Logsdon Extremely affordable software that we were able to identify.

Moore And that's not got a contract with it either – it's, um, renewable every year?

Nooning Well, we have not finalized the legal review and negotiations on this one yet.

Moore Okay.

Nooning So if you want to move forward with it, I will make it subject to legal review but that's one thing we'll make sure isn't in there.

Moore Okay.

Stehr Okay.

Moore I'll be very happy to not have to use OpenGov to sign up for anything since that was not, uh, fun at all.

Logsdon That is the consensus we've heard, so – this will be a single interface like, uh, Mindy mentioned between one spot, one stop shop, integrated payments and then, uh, we'll get to have better reporting on the back side so –

Wollenberg Are there any other park systems that you know using this one?

Murdock Um, in Indiana there's a few, um, not as many, uh, some of the bigger, well-known, larger rec ones seem to be the ones that most go for and we did talk with a few of them, um, but the cost was substantially more for not having too much difference in what they were offering.

Moore Did you talk to anybody that does use this?

Murdock Not personally.

Moore Okay. But have you tried it out? Did you get a trial?

Murdock Yes. Yeah, we were able to go in both on the front end and the back end and play with the system –

Moore Great.

Murdock Um, I sent it to all of my staff, made them play with it. They all seemed to enjoy it.

Moore Okay.

Stehr Any other comments or questions?  
[No response]

And do we have a motion to uh –

Moore I'll make a motion that we purchase the software.

Stehr Subject to legal review?

Moore Yes.

Stehr Sarah Moore makes the motion. Do we have a second?

Casady I'll second.

Stehr Tim Casady seconds. Let's take a roll call vote. Jill Pack?

Pack Aye.

Stehr John Wollenberg?

Wollenberg Aye.

Stehr John Salewicz?

Salewicz Aye.

Stehr Sarah Moore?

Moore Aye.

Stehr Tim Casady?

Casady Aye.

Stehr And I say aye as well. All right, Jarod. Thanks Mindy.

### **Spring Grant Opportunities**

Logsdon Um, the next item on the agenda is the 2022 Spring Grant Opportunities. Okay, so this year in the Department we began to look into some locations, uh, for potential grant dollars and we were able to identify two that could fit the, uh, upcoming trail widening project. So the first of those is a maintenance fund within the American Trails Fund. So the, uh, Trails Move People Coalition funded this, uh, grant opportunity, um, to assist with maintenance projects within a rail or a trail system. So, immediately what came to mind is our erosion control project within the Rail Trail widening. So, as you will recall, last fall we entered into an agreement with BLN to take a study of the Rail Trail corridor that most frequently floods, specifically, uh, just north of Mulberry and Ford near the Methodist Church. So that study has been going on and they've developed an erosion control, uh, solution. So utilizing a portion of the Zionsville United Methodist Church field to slow the, uh, um, water as it comes towards our Rail Trail and then ultimately, uh, a pipe and drop, uh, device that slows the water and properly channels it within our existing corridor to get it down to the storm water. So, um, within this grant we're requesting \$15,000 to, uh, uh, fund the pipe and some of the dirt work involved in that project. So, um, with your approval, we will submit that application and provide supporting documentation to the budget as well as the narrative as it fits into the larger Rail Trail widening project. Uh, we have received a letter of support from the Methodist Church, and I believe the Chamber is also going to write one for us, so – uh, just speaking to how the Rail Trail is a component of Zionsville life.

Stehr Any questions?

Casady This fix is a part of the widening project?

Logsdon This, uh, erosion –

Casady Is it included in the construction document, I mean, our project that we're getting ready to bid out?

Logsdon Yes. So we have, again, uh, luck with the timeline, uh, BLN was finalizing their report right as we were still working on the construction documents so we're going to fold those right in, have all of our permits in hand as we begin bidding this project out.

Stehr And this particular, um, component of the project – it'll be more than \$15,000 total?

Logsdon Yeah, uh –

Stehr So this, this \$15,000 is to offset some of the costs?

Logsdon Yes, uh, so this component of it was, uh, approximately \$89,000 for the solution so this would, uh, fund a portion of that and, specifically, the pipes and some of the other parts of it.

Stehr Okay.

Logsdon So there's no match requirement but, uh, we will write in the total budget just so they understand the scope of the project.

Stehr Any other comments or questions?  
[No response]

Do we have a motion to go ahead and apply for this grant?

Salewicz I make a motion to apply for the grant.

Stehr We have a motion from John Salewicz. Do we have a second?

Casady Second.

Stehr Tim Casady seconds. All right, let's take a vote. Jill Pack?

Pack Aye.

Stehr John Wollenberg?

Wollenberg Aye.

Stehr John Salewicz?

Salewicz Aye.

Stehr Sarah has stepped out. I guess we'll put her down as an abstain then and Tim Casady?

Casady Aye.

Stehr I say aye as well. The motion carries.

Logsdon Thank you. The next, uh, grant opportunity is with AARP. So, um, pickleball has become, uh, a sport that is taking over the country by storm and, uh, a large portion of that population that are playing pickleball are our 50 and up community – I believe it's right around 30%. So this felt like the perfect project to pair with an AARP grant, um, so we're proposing that \$20,000 of the AARP Community Grants Program to utilize for the sport, the pickleball courts as a part of the Rail Trail widening project. So, again, no matching required but we would illustrate the entire budget of the pickleball courts as well as the impact they can have on this community as a new amenity. So, uh, one of the only requirements of this would be to, um, have a sign with AARP as a funding partner in this and then, uh, maybe a social media post, I'm not sure, but it was, it was fairly, uh, noninvasive for this requirement. So with your approval, I would like to also apply for an AARP grant for \$20,000 to help fund the pickleball courts pending legal review.

Stehr Any questions or comments?

Wollenberg Like a sign on site, like on the court?

Logsdon Probably on the fence, yep.

Casady It won't have a sign that says no kids allowed.

Wollenberg Like not on the court floor, like AARP on there –

Logsdon There, there won't be a big logo, no.

Wollenberg Just making sure.

Stehr Okay. Any other comments or questions?  
[No response]

Do we have a motion to, uh, give the go ahead to apply for this grant pending legal review?

Wollenberg I will make the motion to apply for the AARP pickleball grant.

Stehr We have a motion from John Wollenberg. Do we have a second?

Pack Second.

Stehr Was that, Jill? Jill Pack seconds. Let's take a roll call vote. Jill Pack?

Pack Aye.

Stehr John Wollenberg?

Wollenberg Aye.

Stehr John Salewicz?

Salewicz Aye.

Stehr Sarah Moore?

Moore Aye.

Stehr Tim Casady?

Casady Aye.

Stehr And I say aye as well. It passes unanimously. All right, Jarod.

### **DNR LARE Grant**

Logsdon All right. And the final grant opportunity of the evening is the DNR LARE Grant. So we are actually already awarded this grant, uh, with the DNR, um, for \$46,710.64 – that was early 2021. So the LARE Grant – Zionsville has a long history of working with the DNR to improve the Eagle Creek corridor along Starkey Park. So, you might have noticed the riprap and the logjams that have been installed over previous projects. So, last year we wrote an RFP to take a new look at the creek now that we own Overlay-Worman Park as well and identify areas that need correcting with erosion control measures. So, ultimately, we're trying to improve the waller –

water quality of Eagle Creek as well as retain and protect our shore, our bank shorelines on Starkey and Overlay-Worman. So we did release an RFP as I mentioned and we received two, uh, firms of which I would recommend Cardno, uh, who can complete the project beginning this month and should wrap up around January 2023 which would be just in time for the next round of LARE Grant funding. So once complete we'll have an updated study of the hydrology of Eagle Creek. It'll also take a look at the two remaining Starkey Park erosion control projects that were identified in the, uh, previous report, which was from 2016, so about getting up there in, in age, um, and also identify new parks or new projects along Overlay-Worman's shoreline and a cost associated with those projects. So, uh, truly an updated study that we can use for every cycle of DNR grant funding moving forward. So to enter into a contract with Cardno pending legal review. Their project was quoted at \$37,400 with an opportunity of in-kind, uh, work on our behalf that would save us \$3,740. So, this project was able to come in below the estimate we developed with the DNR grant a year ago so that's fantastic. Again, this is an 80/20 match so our contribution when it's all said and done would just be approximately around \$9,000, again, with that opportunity for in-kind savings. So, it's a great program, uh, that we've partnered with the DNR with for years.

Stehr We get a lot of bang for our bucks in, in this kind of project.

Logsdon Absolutely.

Stehr All right. Does anybody have any comments or questions?

Wollenberg No questions.

Stehr Do we have a motion then to, uh, go ahead and apply for the – to go ahead and apply for the LARE Grant.

Logsdon Award the Cardno contract.

Stehr Oh, award the Cardno contract pending review.

Logsdon Yes.

Stehr Do we have a motion?

Casady So, so moved.

Stehr Tim Casady makes a motion.

Wollenberg Second.

Stehr John Wollenberg seconds. Jill Pack?

Pack Aye.

Stehr John Wollenberg?

Wollenberg Aye.

Stehr John Salewicz?

Salewicz Aye.

Stehr Sarah Moore?

Moore Aye.

Stehr Tim Casady?

Casady Aye.

Stehr And I say aye as well. Now let's go, let's go on to Old Business if you don't have anything new and then I have some things for the Board Related Items after that. All right?

### **Old Business**

#### **Rail Trail Southern Extension & Starkey SP-3 Staircase**

Logsdon Absolutely. So the first item of Old Business is the Rail Trail Southern Extension which started last fall and was delayed because of a waterline that was discovered, uh, from 1937 that was still in use. So the project did pick up, uh, once that waterline was re-routed with Citizens and has been, uh, underway ever since. So, um, they are pouring the abutments for the Starkey Avenue Bridge and once those abutments cure, they'll be able to place the deck and we'll be able to re-open Starkey Avenue Road. So, um, still anticipating a spring 2022 opening on that but the exact date is not nailed down just yet but every day they are making progress on those abutments. The other item of Old Business is the Starkey SP-3 Staircase. Um, the aluminum handrails were installed since our last update and that

project has had a walk through and sign off, so, uh, HIS has completed that project pending final grading and reseeding that they'll complete as the weather gets a little bit better. So, we'll keep that closed for a little bit to allow that seed to take hold and then we'll reopen with a new dog friendly staircase out at Starkey Park.

Stehr It looks great, by the way. That really, it really is going to make such a big difference there.

Logsdon Absolutely.

Stehr And is it – is it blocked right now so people can't use it?

Logsdon Yeah, it is blocked, um, so that the seed has an opportunity to, uh, to begin to take hold. Otherwise, we're afraid erosion, um, and just the mud that's out there. It's not a good recipe right now.

Stehr Yeah. Okay.

Casady Is there a need to, to keep it closed pending seed – I mean, or, or I mean it's difficult to go down that on, you know, outside of the stairs or to have your pet go down. You just being more – are you being more careful than you need?

Logsdon Absolutely. So, the, the stairs are complete, um, but, you know, it is such a, a mess and with the incline – the decline to get down to the stairs it doesn't seem worth the risk of falling and getting muddy or worse. So we're keeping it closed until there's an opportunity for that seed to start to germinate.

Casady So, so it's the area along the trail to get to the top of the stairs and at the bottom of the stairs that's, that's the concern?

Logsdon Yes –

Casady Not along the side? Okay.

Logsdon Absolutely.

Casady I thought it was – you were worried about –

Logsdon So SP-3 is still open, although less dog friendly for getting down to the lower sections.

Stehr All right. Anything else under Old Business?

Logsdon That's all from me.

Stehr Okay. I have a couple of –

Casady Could I – the golf course – were you going to cover the golf course?

Logsdon Oh yeah. Absolutely.

Casady It wasn't listed here but, uh, it's probably in that category of Old Business and Mike had said Tricia was going to –

Logsdon So we are in constant contact with the, uh, contractor City Wide, out at the golf course. And truly the moment that we get a spell of good weather they're going to get onsite and finish the prep work for the asphalt lane. You know, ultimately, we were drying out pretty well before Monday's, uh, well the weekend's rain, so there actually is a relief pipe for Eagle Creek that empties into the golf course so seasonally every spring we do accumulate quite a bit of water down there. So like Mike mentioned, we have purchased additional pumps to continue to move that water off site helping to dry it out that much sooner and get City Wide back out there.

Casady Are you confident we have an understanding with the contractor as to what is too wet or not? Again, when they accepted this project, um, I mean, yeah, it's, it's flood plain – I mean, they, they knew that. So – and they gave us some assurances as to timing, so, you know, are – again, I, I understand we want it done right so I don't want a bad path put in but do we have an understanding with them about what, what is too wet or not?

Logsdon Uh, we have been in constant contact, uh, trying to speak with them and we're all in agreement that this is their first priority for the year, um, so, again, to the exact saturation of the, the course I don't know that we've discussed that, but at the same time we do want to minimize our impact once they get back out there. So, exceptionally soggy is going to rut it up and do more damage, um, so making sure that they know when it is appropriate to get back out there that we are the first thing on their list is our goal. So, as, as we get a little bit later into the season, you know, we, we hope to get a firmer timeline to give out to the community but at this point every weather event shifts that timeline a little further.

Salewicz                    So there is a chance that the course will have to close if it opens to get these –

Casady                    I don't think it can open until the paths are done. So I'm just afraid that the contractor will always say, you know, it rains – that, that it's always too wet –

Logsdon                    Yeah.

Casady                    Until July, so.

Logsdon                    Yeah.

Casady                    And I don't know if that's reasonable or not.

Logsdon                    I don't think at that point that's reasonable.

Casady                    It's not my call.

Logsdon                    Yeah. Because I can't imagine they would wait until July to work on other projects, so we need to remain their first priority and if they can't do that then we'll find another, uh, construction company to complete the project.

Stehr                    As always, there's a lot of anticipation for the golf course opening and –

Logsdon                    Absolutely.

Stehr                    We want to get open on opening day if possible or as close to it if we can, so –

Logsdon                    Yeah. So we are excited to welcome the course back. Mike talked about some of the, uh, opportunities we have to update other features on the course and, uh, we are looking forward to welcoming Zionsville back.

Stehr                    Yep. All right. Any other –

Moore                    I have one – I may have missed it. I had to take a call but – do you have the opening date for Overley-Worman?

Logsdon                    Overley-Worman the anticipated opening is still within – next month – April 2022. So we are moving forward with that target and as we get a little bit closer, we will begin to communicate out the ribbon cutting.

Moore                      Okay.

### **Other Board Related Items**

Stehr                      Anything else? Okay, well I do have a couple of Board Related Items that I wanted to talk about here. First of all, um, Sarah I was going to – I tried to call you today, I didn't get you, but, um, you're our liaison to the Pathways Committee and I know the Pathways Committee has been somewhat active, so – uh, I'd like during the next, next Board meeting for you to give us a report. Can you do that on, on the activities of the Pathways Committee?

Moore                      Yeah, I can absolutely do that.

Stehr                      Okay. So, we'll add that to the agenda for next, next meeting on April 13<sup>th</sup>. Uh, also, emails – for those of you who are not making use of your Zionsville branded email, uh, I would encourage you to reach out to Joe Rust because, um, why don't we give it one more month using your personal emails – after that all communication has to go through the Zionsville branded email accounts so we can be in the compliance that Amy is asking us to be in compliance with. So – everybody got that? Awesome. Uh, the next thing – you might notice that, um, um, Erin is not with us tonight. Uh, Erin has tendered her resignation. She's uh, her job has become much more, uh, busy and taking more of her time so she feels that she can't be a, a good, active Board member so she has tendered her resignation and I'm told by Amy that we need to accept that resignation. So, we're going to have to take a vote on that. So, uh, why don't we go ahead and do that right now? We'll do it as a – do we need a roll call to do that or can we just do it by voice vote?

Nooning                      You can just do it by voice vote.

Stehr                      All right. So everybody who is willing to accept, um, Erin's resignation from the Board say aye.

All                              Aye.

Stehr                      All right and no one forced her to do this – this was her own volition, um, she just is, is awfully busy and not able to carry out the responsibilities. She is the appointee of the School Board. The School Board is meeting next week, and we hope to have a nominee in front of the School Board next week. So we should be able to get this Board seat filled by our next

meeting in April, uh, we're going to try very hard to make sure that happens and, and, uh, so we have somebody in that seat. Uh, also before you leave tonight, please sign the claims after we approve the claims but please, please sign the claims and sign the minutes from the previous meeting so we can keep up to date on our paperwork. Do you have those ready?

Logsdon

Yep.

## Claims

Stehr

Awesome. So – please do not leave this room and you need to see Jarod to do that. All right. Anything else that anybody wants to talk about Board related? No? Okay. So, uh, claims – does anybody have any comments to make on claims or any questions about the claims?

[No response]

Do we have a motion to approve the claims?

Casady

I move we approve claims as submitted.

Stehr

We have a motion from Tim to approve the claims as submitted. Do we have a second?

Pack

I second.

Stehr

Jill Pack seconds. Now let's take a roll call vote on that. Jill Pack?

Pack

Aye.

Stehr

John Wollenberg?

Wollenberg

Aye.

Stehr

John Salewicz?

Salewicz

Aye.

Stehr

Sarah Moore?

Moore

Aye.

Stehr

Tim Casady?

Casady Aye.

## **Adjournment**

Stehr I say aye as well. So there we go. We're all set with that. Anything else that anybody wants to talk about before we adjourn?  
[No response]

Do we have a, uh, motion to adjourn the meeting?

Salewicz I make a motion to adjourn.

Stehr John Salewicz makes a motion to adjourn. Do we have a second?

Casady I second.

Stehr Tim Casady seconds. We're going to do this by an acclamation. Do we all approve that it's time to adjourn the meeting say aye.

All Aye.

Stehr All right, so, uh, thank you everybody. We appreciate it. We'll see you back here on April 13<sup>th</sup> and, uh, don't forget to make a note of our special meeting on the night of April 21<sup>st</sup> at 7:00 in this room. Thank you very much. Good night.

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John Stehr, President

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John Wollenburg, Secretary

Respectfully submitted,  
Bonnie Black  
Parks MAC Professional



