

SEMI-MONTHLY PARK BOARD MEETING

DATE: MARCH 13, 2019

TIME: 4:15 PM

LOCATION: BOARD ROOM

**PARK STAFF PRESENT: GARY BOWEN, MIKE BABBITT,
TERIE ANDERSON**

OTHERS PRESENT: JEFF BROWN, ANNA TUNGATE

**PARK STAFF PRESENT: KAREN MARTIN – DIRECTOR
CHRIS STEPHENS – SPORTS DIRECTOR
TERRY PIERCE – MAINTENANCE DIRECTOR
JENNIFER LEFFLER – ADMIN ASSISTANT**

Mike Babbitt made a motion to accept minutes from the February 27, 2019 meeting. Terie Anderson seconded motion. Motion carried.

Mike Babbitt made a motion to accept departmental claims as presented. Terie Anderson seconded motion. Motion carried.

SPORTS REPORT:

USSSA Meeting—Chris states that he had a meeting with USSSA last week to discuss how things went this past year and how they would like to see things go this coming year. He stated that some of the things that were discussed included the cancelation of tournaments and how that impacts us. He stated that in the contract, it states that they need to give us 72 hrs notice in the event of a cancelation. Chris stated that he discussed with them giving a month’s notice instead. He states that if they give us a month, there is no penalty. However, he stated that if it’s less than a month, we will charge them depending on how far out it is. Chris stated that they were fine with that as they typically know a month out if a tournament is going to go or not.

Chris also stated that they discussed the diamond dry—that we provide 10 bags/location and that anything additional that they would need is \$30/bag at Blue River, \$15/bag at Sunrise and the MAC.

Chris reported that the only issue last year that was discussed was with a diamond at BRMP not draining. Chris stated that we know Diamond #4 has drainage issues and the maintenance staff know that as well. He stated that the impression that spectators and tournament staff got was that our maintenance staff was not doing anything to help drain the diamond on one weekend when we had significant rain. Chris stated that he explained to them what the issue was and that our guys were not being negligent but that he understood why it appeared that way.

Chris states that in the contract it states that we will line the fields once daily. Chris states that anything after that could be considered part of a re-prep fee, which is something other parks offer for these types of events. Chris states that he would like to consider that moving forward.

Mike B asked in the event of rain how would diamond prep be handled. Chris stated that in that case, we would prep the fields when it is due to weather. Chris stated that on a typical day when it is not weather-related, it's difficult for our guys to come back when they are managing shelter rentals at other parks, etc.

Mike B asked what we have been doing in the past. Karen stated that we have come back to prep the diamonds as they have asked ahead of time for the maintenance staff to come back at a certain time. Terry states that every 3-4 games they want the diamonds chalked. Karen states that we are willing to work with them, but that other places charge a prep fee so they wouldn't be opposed to us charging that as well. Terry stated that the pitchers also dig holes and those have to be filled back in. Terry states that the batters do that as well and it needs to be filled in. Terry states that they are tearing our fields up and at some point that needs to stop. Chris adds that in college, they are not allowed to dig those areas out.

Mike B asked if we would consider making that a rule that they cannot dig those areas out like they have been. Chris stated that he has talked with the tournament directors about addressing that with the players but they still do it. Chris states that this re-prep fee may help with that. Chris states that they brought the contract to us with those conditions in there, stating that the diamonds would be lined once daily by the parks staff, so he doesn't believe it will be an issue to include a fee for re-prepping the diamonds. He stated that he also believes they should give an hour window for diamond prep so that the maintenance staff is not wasting time waiting for games to finish.

Mike B stated that they may not like what we are asking of them. Karen stated that our goal is certainly to work with them but to also be fair in what they are asking of our staff and what they have brought to us regarding diamond prep at other facilities. Karen states that she wants to be sure that our facilities are nice so that the spectators, players, coaches, etc enjoy being here and that they are safe.

Mike B asked what other sanctioning bodies we have that come in to run tournaments. Chris stated that we have USSSA, UFO and SPA, though SPA is a Parks Dept event. Gary B asked if Chris was planning on charging for diamond re-prep for anything over the one time per day. Chris stated yes. Chris also stated that another thing asked during this meeting was whether or not they could have one of their tournament staff members go out and reline the diamonds as needed. Chris stated that he wouldn't mind them using the chalker or the rake to do some diamond prep—he wouldn't allow them to use the tractor, of course, but that he thought it would be reasonable for them to line the diamonds.

Chris stated that he felt like everyone came away from that meeting feeling good about things that were discussed. He stated that next year when the contracts are renegotiated that the tournament directors would like to go to a per-game fee rather than an entire day rental fee as well as a ½ price night for Friday since they don't use an entire day.

Gary B asked about the other organizations coming in. Chris stated that UFO was already in favor of these items that Chris has discussed. He stated that, in fact, Scott Martin (UFO) brought several of these items up. Chris stated that even Joey Rollins (USSSA baseball) talked about putting a deposit down on the diamonds. Chris stated that he doesn't want to do that simply because of the process that we have to go through to deposit the check then issue a refund check should that be necessary.

Gary B asked if UFO is holding some events here this year. Chris stated yes. Chris stated that at this point they are waiting for him to let them know what the amount would be for the re-prep fee and the amount for the cancelation.

Gary B asked if we allow the tournament staff to reline the diamonds, will they have equipment to use. Chris stated that the equipment is out there and they are okay to use it. Chris added that he met with Terry and Gary about the equipment needs for each ballpark and he states that there is equipment now for each park so that it doesn't have to be moved from one park to the other.

Gary B asked if we were going to be using the high school this year. Chris stated that he hopes not. He adds that there is one tournament this year that Tim Foster might need it, but otherwise, the new diamonds at the MAC will be utilized so that they won't need the diamonds at SHS.

Gary B asked if the MAC facility was close to being finished. Chris stated yes and that the concession equipment is already there with the exception of the refrigerator and freezer that he was holding off delivery of due to the power washing that needed to take place inside the concession area. Chris stated that the counter tops are already in.

Gary B asked if there was a scheduled grand opening. Chris stated that they are shooting for the first tournament of the year, April 6th-7th. Gary B stated that the Rotary Club wants to present a plaque on opening day. Gary B stated that plaques take eight weeks once ordered. Chris stated that we could do opening day for the SCG league, which would be June 1st. Gary B stated that he thought that would be best rather than holding opening day during an event that has several out-of-town participants.

Karen states that we need to find out what kind of plaque the Rotary Club wants us to get. Karen also states that there are a few items that still need to be completed. Chris stated that the electric is done but we are still needing the lighting to be completed.

Chris states that he has quotes for the lighting at the MAC. Chris stated that he received quotes from both Hickman and Workman. The quote included putting in 4 wall pack LEDs, 2 exhaust fans, 3-8ft LED fixtures, 6-4ft LED fixtures and 1 photo control:

*Hickman's quote=\$4,393

*Workman's quote= nearly \$7,000

Mike B makes a motion to accept Hickman's bid at \$4,393.

Terie A seconded the motion. Motion carried.

MAC Update—Chris stated that progress at the MAC facility is moving along. He states that there are a couple of things that still need to be completed: dirt brought in to level out the outfield. Chris states that Randy Davis will be taking care of that at no charge. Chris states that the water hasn't been turned on yet, but will be soon.

Anna Tungate asked how many parking spots there were at the MAC. Chris stated that there are 64 spaces but that overflow parking will be available at the Cabinet Barn per Terry's conversation with the owner with restrictions of no parking in front of the loading docks.

Credit Card Payments—Chris states that he and Trisha went through training for GovPay so that all of the ballparks and the pool have the capability to accept credit/debit card payments starting this year.

Gary B asked if they are still charging gate admission for the softball tournaments. Chris stated that Tim Foster's events will no longer be charging gate admission. Chris states that Jason Kleiber and Joey Rollins will be charging gate fees, but they will be in charge of those, not the Parks Dept.

Adult Volleyball League Update—Chris states that the women's and co-ed volleyball leagues are wrapping up. He reports that everyone plays their last regular season matches next week and then league matches will begin the week after spring break: April 2nd for women's league and April 7th for co-ed.

Softball League Registration—Chris states that registration for this season has started for adult softball leagues as well as the Shelby County Girls league.

Chris reports that for this year in SCG, he is allowing for school-based teams. He states that he is heading down to Waldron to help with team registrations down there this evening.

Gary B asked Chris if he has talked with all of the area schools. Chris stated yes with the exception of Rushville. Chris stated that the one local school that he is unsure about is Southwestern as he has struggled with getting a good response with them in regards to any of his events. He reports that Waldron, Morristown and Triton will be submitting teams.

Mike B asked how many teams from each school would be participating. Chris stated that tonight when he visits Waldron, he will have a better idea, but the hope is that each school will be able to put a team in each age group. Chris stated that this might be difficult for Triton as some of their players go to play in New Pal. Chris reports that he has also reached out to Greenfield and will be contacting Rushville as well and possibly North and South Decatur.

Terie A asked about the age cutoff for t-ball as she has been contacted by a fellow co-worker about that. Chris states that they will stick with the rules as they are written in terms of the age cutoff by December 31st.

Shelby County Girls Basketball Clinic—Chris reports that this camp concludes this coming Saturday. He states that the Waldron coaching staff will be running this weekend's camp. He also reports that each of the 36 campers will receive a basketball at the end of camp.

Karen reports that the Shelbyville News has been great in reporting each of camp as all of the schools in Shelby County have been represented. Chris adds that Kris Mills has done a great job of getting those pictures in the paper.

MAINTENANCE REPORT:

Mowing Contracts—Terry reports that he will be meeting with those that were awarded the contracts on Monday and Tuesday of next week to discuss rules, expectations, etc and have them sign those.

Dog Park—Terry reports that he met with Hunt regarding the water lines out there. He states that he is working with the water company about putting the meter in at no cost to the Parks Dept.

Lights at Civic Center—Terry reports that he is still working with Kevin Kredit on getting the wall pack lights for the Civic Center. He states that he has 4 light bulbs that we are going to try at Blue River. He is hoping that those will work on phase 1 and Kevin has a few that he is going to try on phase 2. Terry reports that phase 1 is 480 volts and phase 2 is 277 volts.

Maintenance Building & Sewage Infrastructure Update—Terry reports that he will be meeting with Bowen as well as the WRRF department to discuss the layout and markings for the electric and sewage lines. Terry states that he and Karen met with Tony Nicholson regarding the specs of the building and what they expect.

Mike B asked if Tony Nicholson is going to oversee the project for the Parks Dept. Karen states that Bowen as well as Butler Fairman & Seufert, Inc (BF&S) will be overseeing the project but that Tony will be working with them as far as meeting the specs of the blueprints. Gary B states that he believes the City Engineer will keep a close eye on the project as well. Karen reports that she and Terry will also be checking on the project to be sure everything is running as it should.

Pool Heater—Terry reports that the pool heater will be delivered tomorrow. He reports that Rick Wickliff from the Street Department will be helping with that.

Pool Feature—Terry reports that work has begun for the new pool feature. He states that they have started to cut out the area where it will be installed. He reports that concrete will be poured on Friday which will have to sit for 28 days. He reports that Daren Cord will come in and finish the Diamond Brite work and anything else that is underneath the structure. Terry states that Splashtacular will then come in and install the piece after all of that is complete.

Clearwick Park Update—Terry reports that Clearwick is pretty wet but that the schedule is for the playground equipment to arrive March 22nd. He states that pending ground conditions, installation will start soon after. Terry reports that the old equipment is being taken apart so as to salvage some of those pieces. He states that there is still concrete that needs to be moved.

Mike B asked if we have plenty of benches. Terry states that he has 3 from the existing structure that will be used. Karen states that she believes there are at least 2 that will come with the new equipment. Karen states that she will double check the layout.

Water Lines—Terry reports that they have been hooking up all of the water lines in preparation for the spring/summer seasons at the parks. He reports that there have been a few issues here and there but they will get them taken care of.

OLD BUSINESS:

Dog Park—Karen reports that there will be a City Council meeting March 18th. She states that the dog park passed 3-0 through the Finance Committee to support the project. She states that the meeting on the 18th will take place in the evening so that the public has an opportunity to ask questions and to see the presentation on the Impact Fees. She reports that the 2nd reading will take place that evening.

Karen reports that Shelby Materials will be donating all of the gravel and concrete for the sidewalks. She reports that will make it ADA accessible. She states that she is very grateful to Shelby Materials for their generous donation.

Karen also reports that she and Terry met with Atwood Construction as well as Superior Fencing. She states that Atwood will be sending her a price for their work in the next few days. Karen also reports that Superior Fencing will resubmit the price for the fencing as the first quote was for a much larger area.

Karen reports that she is working on the Christopher & Dana Reeve grant to help with the accessibility part of the park. She states that any money that the city pays towards this project could be reimbursed through this grant. She believes that our need is unique as most organizations applying for this type of grant use it for playground areas. She also reports that shade structures would be included in this grant as well.

Karen reports that the Subaru Grant has been applied for and she is hoping that we are a recipient of that.

Clearwick Park—Karen states that Terry already discussed this earlier but she adds a few additional details. She states that the only thing that we don't have ordered is the borders. She reports that they were thinking that we could salvage the borders from the old playground but that doesn't appear to be the case at this point. She states that they are quite old. She reports that they have discussed ordering those borders as well.

Karen states that once the playground equipment is installed, mulch will be put down. She reports that there will be just a bit more mulch that will be ordered to fill that area this year.

Bridge 13—Karen reports that there will be a meeting on March 19th at Blue River Memorial Park. She invited the board to attend the meeting that will take place at 9:00am.

Cell Tower Update—Karen reports that she just received a zip drive from AT&T but she has been unsuccessful in opening it. She states that she has contacted them to get those issues resolved as she is unsure what information is on that zip drive.

Terry states that AT&T was out there surveying the ground at Kennedy today.

Karen states that she hopes to have the contract at the next board meeting.

Maintenance Building & Sewage Infrastructure—Karen reports that there will be a meeting March 14th at 1pm. Karen states that we are meeting with Duke Energy to discuss the electric.

Impact Fee Meeting—Karen reminds the board that the meeting for the Impact Fee is March 18th at the City Council meeting.

Terry asked if there was another meeting on March 20th. Karen stated that meeting was changed from the 20th to the 14th. She reports that meeting will be at 10am with Recreation Unlimited regarding shade structures.

DIRECTOR’S REPORT:

LWCF Grant—Karen reports that she is working on the Land Water Conservation Fund grant for future projects. She states that money for this grant doesn’t come available for three years so she thought now would be a good time to apply for this grant. She states that she is looking at possibilities for the Weaver property. She states that she is meeting with a representative from Griffith Park in Terre Haute. She states that he helped design and build the bike skills park there. She states that she will be meeting him here and he is going to be putting together some information for her. She goes on to state that she will then meet him in Terre Haute to look at his park. She invites the board to attend if they would like. She states that this will give us an idea of what can be expected in terms of cost and what to include in the grant.

Mike B asked if there is any plan to put signage on the building at the trailhead showing that there are restrooms there. Karen states that most people are aware that a trailhead includes restrooms and she is not sure that there are plans for that. Mike B states that he has been asked by people what that building is and he was curious as to whether it would be marked.

Mike B asked if that is the Parks Dept’s responsibility or if it would be the Board of Works. Karen states that she will ask.

Adjournment at 5:04pm
