

## SEMI-MONTHLY PARK BOARD MEETING

**DATE:** April 10, 2019  
**TIME:** 4:15 PM

**LOCATION:** BOARD ROOM

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

**OTHERS PRESENT:** ANNE TUNGATE, ROSS FLINT, TEDDY  
DEAHL, MATT SPIDEL

**PARK STAFF PRESENT:** KAREN MARTIN – DIRECTOR  
TRISHA TACKETT – RECREATION DIRECTOR  
TERRY PIERCE – MAINTENANCE DIRECTOR  
JENNIFER LEFFLER – ADMIN ASSISTANT

Gary Nolley made a motion to accept minutes from the February 27, 2019 meeting. Gary Nolley seconded motion. Motion carried.

Terie Anderson made a motion to accept departmental claims as presented. Gary Nolley seconded motion. Motion carried.

### **OLD BUSINESS**

**Bowen Proposal**—Karen reviews the Guaranteed Maximum Price Proposal for the construction of the new sewage infrastructure at Blue River Memorial Park. She states that this was passed by the Board of Works with the contingency of it being passed by the Parks Board. Karen states that originally both the sewage infrastructure and the maintenance building were in the GMPP, however, it was determined that it would be best to do it separately for the fact that they would have to hire a subcontractor which would be more costly.

Karen refers to the proposal and opens the discussion up for questions.

Gary B asks about item #5 under the Infrastructure Improvements Scope of Work and why we have an oil/water separator in the sewage infrastructure rather than the maintenance building.

Ted Deahl, from Bowen, stated that they put it there as it wasn't specified. Gary B states that he would like to take out the 1000 gallon and replace it with 500 gallon based on information he received from the guys at the WWRf.

Gary B states that he would like for it to be put in the bid for the maintenance building to see what the price is since it is for the maintenance building.

Karen asks if we do that, will we be able to approve the proposal with those changes. Teddy Deahl introduces himself as a representative from Bowen Engineering. He states that he is present today to walk the board through the process of the contract, understand how the contract works and kick off the construction portion of the project. Teddy states that Dan Bernath is the project manager and is the day-to-day contact from an operations standpoint for this project. Teddy states that the guaranteed maximum price is a just that, a guaranteed max price. He states that if we want to take out the oil separator or drop it to 500 vs 1000 that will be fine. He states that it will drop the price within the GMP.

Gary N asked what the oil separator is for. Terry states that it is for oil changes and for the maintenance building.

Matt Spidel, from Butler, Fairman and Seufert, Inc, introduces himself as the design engineer for this project. He states that the thought process behind Bowen having the oil separator in their contract is that they are doing that similar sewer work and will have all of the equipment on-site and they will be constructing the lateral up to that tank.

Matt goes on to state that they took the building and the parking lot out of the proposal but anything underground, sewer wise, is what was left in the proposal.

Gary B states that he would like for it to be dropped down to 500. Gary B states that the bids are going out on Monday. Karen states that the minimum state standard is now 500.

Gary N asked for the opinions of Teddy and Matt about this project and if it will accommodate growth in the future. His concern is that we don't blow out our capacity in the future. He states that he would much rather we plan big than to underestimate and be in the same boat down the road.

Terry states that the WRRF has been out at the project site to meet to be sure that we don't have that happen.

Gary N asked about our current capacity. Matt states that he is not sure he can give an exact number on that capacity but that they have looked at the Master Plan that includes future ball parks, amphitheater, maintenance building, splash pad, cross country restrooms—all of those things for future build out have been factored in and considered in the design of those pumps.

Karen states that at the Board of Works meeting, they stated that they feel this is more than enough capacity.

Gary N just wanted to make sure that we don't short ourselves. Teddy and Matt both stated that they feel they have found a happy medium considering everything that is planned for future build out.

Gary N asked about the new restrooms back along the trail. He stated that he believes that runs into the force main. Matt confirmed that. Gary N asked if that would continue to go to that area or if it will be redirected. Matt states that it will stay where it is currently being directed.

Gary N stated that at one time we talked about keeping the cost down by having the WRRF do a certain level of the work. Gary B stated that in talking with them recently, their level of work involvement will mainly be on the building as they do not do any work underground.

Gary B asked for any additional questions from the board. Teddy encouraged the board to keep the lines of communication open and ask any questions of them that they might have.

Teddy states that he has contracts with him but that they have numbers in them. He states that he will make the change to the 500 gallon tank for the oil separator but states that nothing will be done until they are given the go ahead once the bids come in. Gary B states that we can sign the contract with that contingency. Teddy reiterates that the GMP will only go down from here.

Gary N asked when work would begin once approved. Teddy states that the procurement of the pumps will take 4-5 weeks. He states that work will not begin until 2 weeks prior to pumps arriving. He states that with that being said, work will likely not begin for at least 3-4 weeks.

Gary B asked how they will know where the oil separator will be placed. Teddy states that they will go by the plans. Matt states that he would like to see the sites and spaces plan to be sure everything is in the correct place.

Karen states that there will also be periodic meetings to ask questions and to be up to speed on the project.

Gary N asked if construction begins mid-May, how long until completion. Teddy stated 2 months max. Teddy states that he knows that from the beginning, the goal was for this project to be complete before the cross country season.

Matt states that typically on these projects there will be a lot of questions and a lot going on in the beginning so if a face-to-face meeting for the first few weeks or a face-to-face every other week and possibly a conference call, that is certainly an option. Karen asked if those meetings are included in the price. Matt stated yes.

Gary N asked about the actual location of the pumps. Teddy and Matt present the physical map to the board for their review and the locations of the new building and the lift station.

Gary N points out the large amount of dirt from the Bridge 13 site. Mike B asked what the dirt is from. Gary N states that it is the area underneath the bridge that is being dug out. Matt states that there is nothing magical about the location of the lateral. He states that the purpose of that particular lateral is for future amphitheater and that they will coordinate with us about the future location of that bathroom.

Teddy states that the biggest unknown on the physical map at this time is the Duke power drop. Karen states that the easement that has been approved by the Board of Works is nothing that goes to us. She states that she gave it to the board for informational purposes only.

Teddy states that the board can keep a copy of the map.

Gary N makes a motion to approve the Guaranteed Maximum Price Proposal for the construction of a new sanitary sewer lift station, force main, connecting gravity sewers, and an oil water separator.

Mike B seconded the motion. Motion carried.

Karen states that she will take the copy of the contract to the mayor.

Gary B asked if there will be a meeting. Teddy states that there will be what they call a "story board" meeting or kick-off meeting. Gary B states that we could possibly have that meeting at BRMP. Karen states that she will make sure that Terry is in attendance as well.

Gary N asked about warranties on the pumps. Teddy states that Grant will have a warranty on his pump. He states that Grant is with the company that Kevin Kredit (WRRF) works with and

has good success with. Teddy states that they will have a warranty on the labor that goes along with it. Karen asked how long the warranty was. Matt states that their part is a year on labor. He states that he believes the warranty on the pumps is 5 years. He believes that the first year it includes everything but after that it is prorated. Terry states that Kevin and the guys at WRRF are very familiar with these pumps and have lots of experience working on them.

### **RECREATION REPORT:**

**Community Easter Egg Hunt**—Trisha reports that this year's event is April 13<sup>th</sup> out at Kennedy Park at noon. She states that there are several sponsors to thank for their contributions. She stated that they will be announced the day of the event.

Trisha reports that the Aktion Club will be volunteering their time again this year as well. She reports that the LifeSkills class from SHS helped with the treat bag preparation. Trisha states that Barnyard Party Pals will be in attendance again this year as well.

Gary B asked how many people she was planning. Trisha stated that a lot of it depends on the weather but that they are prepared for 750 children.

**Garage Sale**—Trisha reports that the garage sale on April 6<sup>th</sup> was a success. She states that this year's date was moved from May to April due to scheduling and that the new date was received well by those in attendance. She stated that all booths were sold and there was a waiting list.

**Movies in the Park/Music in the Park**—Trisha states that all of these events are sponsored. She reports that there are several donations that have been received and that those donors will be recognized for their generous contributions. She states that Jill has been working hard on these events and getting the sponsorships organized. Trisha notes that there was a typo in the Summer Activity Guide that listed the wrong date for the Music in the Park event in July. She states that it was incorrectly noted as being on July 2<sup>nd</sup> and should have been listed as July 20<sup>th</sup>. She states that Saver Gator has agreed to place additional promotional ads to promote the correct date.

**Summer Camp**—Trisha states that the hiring process is nearly complete for this year's staff. She reports that registration is taking place for this year's camp.

**Pool Update**—Trisha reports that she spoke with Splashtacular and the new pool play piece is currently in fabrication. She states that they will send photos of the progress next week.

Trisha states that the timeline for completion of this new piece is May 7<sup>th</sup>. She also reports that there will be other beautification projects that will be taking place in the coming weeks. She

reports that a new tent will be installed and there will be shade/cabana structures for rent. She states that she is looking forward to a successful season.

Trisha reports that swim lesson registrations are currently taking place.

### **MAINTENANCE REPORT:**

**Clearwick Park**—Terry reports that work out at Clearwick Park with the new playground equipment has been delayed due to wet conditions. He reports that the equipment has been delivered and is being staged inside of the fenced in area at Morrison Park.

Gary N asked about the footprint of the new playground unit. Karen stated that the area of the new piece is similar to that of the existing equipment.

**MAC Update**—Terry reports on the issues with parking on opening weekend of the MAC. He states that he spoke with Wayne Campbell, owner of the Cabinet Barn, about additional parking in his back lot. Terry stated that Wayne told him he would open up the back lot area for additional parking. Terry states that he would offer to him to get the area properly marked and ready in an effort to keep MAC attendees from parking in front of his building. He states that there are some trees that need to be cut down and some other areas that need to be cleaned up. Terry also states that we could potentially mow his lot. Terry is hoping to have a meeting with Wayne on Friday in which Karen and Chris can both be in attendance. Terry states this area used to be a gravel lot and is fenced in and could potentially provide 200-300 additional parking spaces. He states that Wayne had some concerns about people parking in front of the loading docks as well as taking up spaces for his customers.

Gary B asked how patrons would know to get back there. Terry states that we would put up signage and there might be a need for people directing traffic. Gary N asked if that would be on the tournament staff to direct traffic. Karen stated that what they talked about was putting up barricades with directional signage so that they know where to go.

Gary N asked about what the plan might be in the future should Wayne do something different. Terry stated that we would have to use the grassy area by the pool. Terry states that he is trying to stay away from that area because there will be a need to put up additional fencing to block that area off from the pool.

Trisha states that her concerns are with parking at the pool once it opens. She states that the pool parking lot was full during the first event at the MAC.

Gary N stated that the tournament director could put out a parking diagram in his correspondence with the participating teams. Karen stated that they discussed that when they met with the tournament directors.

Karen states that the next event down there is in a couple of weeks.

Karen states that we may have to look at purchasing part of that lot down the road should Wayne do something different.

Gary N asked how soon we could get crosswalks painted. Terry stated that they will have those down before the next event.

Terry shows the map to the board with the exact location of the potential lot.

Mike B asked if there was going to be a charge to park in that lot. Terry stated that would be up to the tournament directors.

Karen states that we should show our appreciation to Wayne Campbell for his willingness to work with us considering the situation. Terry states that he wants to work with us to provide some parking despite some of the issues from the first weekend.

Gary N asked if we were going to talk with the neighbors in that area. Karen states that she spoke with some of them on the Saturday of that event. Gary N suggested that we send out a letter to those individuals in the area with the schedule so that they know about the events. Karen states that this is a good idea and she will have Chris put a letter together and send it out. Karen states that it will be posted on Facebook as well.

Karen also stated that there is a need for safety netting to keep foul balls out of the yards of those that live close by. Terry states that he spoke with Jim Arvin and he is putting together a quote.

Terry states that he wishes there had been more time to get the facility ready. Gary N stated that he heard there were issues with toilet paper in the bathrooms. Terry stated that they were trying to get several other things ready and he assumed that was taken care of. He also stated that there could have been issues with those toilets considering they haven't been used in nearly 10 years. Terry mentions, also, that the toilet paper that we currently use is not good for the septic system according to Kevin Kredit. He states that it doesn't dissolve and it gets stuck in the bottom of the bowl. He also states that the rolls, which are large, cause the toilet paper to

tear off in small pieces and it winds up all over the floor. Trisha states that is an issue down at the pool as well with toilet paper all over the floor.

Gary N suggests we look into other options.

**Pool Heater**—Terry states that they will be coming back to do the electrical and the vents for the new heater on Friday. He states that the new heater is much smaller and more efficient.

**Kennedy Park**—Terry states that the new play piece out at Kennedy has been installed and the barrier is in.

**Park Openings**—Terry asks about the official opening of the parks. He states that each year, the opening date gets earlier and earlier. He reports that soccer wanted their facility opened up in March. His concern is with turning the water on so early and the potential for pipes freezing. Terry is asking the board to consider the possibility of investing in baseboard heaters in the bathrooms so the water doesn't have to be turned off and winterized. Terry states that if we were able to keep the temperature at 40 degrees, there would be no need to winterize and if the weather was nice, the bathrooms could be open.

Mike B suggested that we check on pricing to see how much it would cost. Gary N suggested that we call other parks and see what they do. Trisha stated that in Franklin, they officially open the parks in April and that this year, they have brought port-o-pots in until they have the bathrooms open.

Mike B asked which bathrooms don't have heat. Terry stated Kennedy, Sunrise, Sunset, Trailhead. Gary N stated that it wouldn't be so bad considering there are not as many.

Karen asked Terry how many man hours he uses to do the winterization. She states that the hours saved if there wasn't a need to winterize all of the bathrooms could balance that out.

Gary N asked if the water fountains can be turned off from the inside. Terry stated yes.

**Concrete**—Terry states that concrete will be poured in front of the large gates at the pool.

**LED Lights**—Terry states that 4 LED lights are being installed. He reports that there is a need for an adapter for those lights. Terry reports that the LED lights are finished out at the Blue River Soccer fields.

Terry states that he will get the information together for the adapters.

**Statue out at BRSA**—Terry reports that the statue out at BRSA has been fixed and will be put back up.

**Summer staff**—Terry reports that the summer staff will be starting or has already started. He reports that he is looking for one more potential maintenance worker.

**Mathies**—Terry reports that Mathies is putting the top dressing on the fields at BRMP.

**Dog Park Supplies**—Terry reports that the equipment for the dog park have arrived and are being stored until they are ready to be installed.

Gary N asked if we would be lighting the dog park. Karen stated no; it will be dawn to dusk hours.

**Wifi at Pool**—Terry states that he spoke with Tubesock while they were at the pool doing the wifi work and asked about wifi capabilities at the MAC. He reports that Tubesock said they would put in a “bridge” so that wifi would be available at the MAC as well.

### **OLD BUSINESS:**

**Dog Park**—Karen states that the fencing and most of the concrete is complete. She reports that trees will be planted by United Scrap Metal group who is looking to volunteer their time to do this project.

Karen reports that she is working with Adriel Pike regarding the rules for the dog park as well as sponsor signage and plaques.

Gary N asked if there was an estimated opening date. Karen stated that she hopes the dog park will be open within 30-45 days.

Karen states that she is working on the best option for dog tags as well. She is hoping to have more information by the next meeting.

**Natural Plantings**—Karen reports that Greg Weaver will be spraying in the next couple of days. She states that once he sprays he will wait 3 days then will be planting.

Gary N asked if someone is working on the pricing for the other side of Weaver’s property. Karen stated that she hasn’t been able to address that yet but she will bring that to him in the coming weeks.

**Cell Tower**—Karen reports that she spoke with the group today and she is still working on the contract. She states that she will get more info moving forward.

**NEW BUSINESS:**

**Fertilization/Weed Control**—Karen reports that she is looking at the current mowing contractors to spray.

Terry states that when he met with Mathies, they reported that we needed to get a jump on the clover as it will be very pervasive this season. Gary N asked if there was a particular area of concern. Terry stated the ball diamonds.

Karen states that we have received one quote and it is much higher than expected. Karen states that she is going to have Chris follow up on this.

Gary N asked if we could do bids electronically. Karen states that the board could give her the permission to go ahead and move forward and pursue those quotes and try to get the lowest bid. She states that she will bring that info to the next board meeting.

Adjournment at 5:37pm

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