

SEMI-MONTHLY PARK BOARD MEETING

DATE: FEBRUARY 13, 2019
TIME: 4:15 PM

LOCATION: BOARD ROOM

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

OTHERS PRESENT: JENNY MELTZER, ADAM RUDE,
JEFF BROWN, ANNA TUNGATE

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

Terie Anderson made a motion to accept minutes from the January 23, 2019 meeting. Gary Nolley seconded motion. Motion carried.

Gary Nolley made a motion to accept departmental claims as presented. Mike Babbitt seconded motion. Motion carried.

IMPACT FEE STUDY:

Jenny Meltzer states that the legislature passed the House Act 36-7-4-1300 series titled Impact Fees. She states that under the Impact Fees, you first must create an impact zone, which the recommendation is for the zone to be the entire city. She states that on that impact zone, there is a mathematical equation that is used to figure how much the impact fee should be. The impact fee is meant to cover the deficiencies that are incurred, not today, but later. She states that the idea is that when a new home development comes in or a new house is built, that puts a strain on the Parks Department as well as all of the park facilities. She states that the development will pay a fee which will go into an impact fee fund that will then be solely used to fund the future infrastructure of the parks and specific projects that have been identified in this specific study (trails, softball diamonds, acres of land).

Adam Rude adds that this plan is good for 5 years. He states that it plans out the next 10 years, but that it is good for 5 years at which time the process will be gone through again.

Gary N asked if the plan could be amended prior to the 5 years. Jenny stated that it can be amended but not for 2 years.

Jenny states that after 5 years, it will have to be renewed and reviewed if the City Council, Park Board and Plan Commission wish to do that. She states that the current deficiency that was landed on was \$146,065. She states that is for trails that need to be built. She states that a lot of this is already budgeted for the trails that need to be completed, so for those items that are already budgeted, that will have to happen with funds already budgeted and not through the impact fees. She states that over the next 10 years, assuming the growth is what is projected, the deficiency would be close to \$998,000. That is also what is expected to come in if the growth follows what has been projected in the growth charts. The recommended recreation impact fee with the non-local revenue impact deductions, which are required by the statute, is \$1,005 per single-family home dwelling. The recommendation was to not split this amount up based on apartments or townhomes; each dwelling for a single-family home will be that amount.

Gary N asked, for example, if he built a duplex, the impact fee would be \$2,000. Jenny stated yes. Jenny states that the reason for that recommendation is that, for example, with a townhome, you could still have two separate families that are impacting the infrastructure that is here. Adam adds that you would essentially have two households worth of people using our facilities and services.

Gary N asked about the impact zone area. He asked if we have identified, through that process, areas that could be outside of the city that could be used in future years and if that boundary naturally grows as the city grows or does it remain stagnant. Karen stated that when Adam met with Mr. Lehman about the outside growth, they considered the areas outside of the city when establishing those barriers for the city. Adam states that it depends on the wording in the ordinance but that he believes it would include those outside areas. Adam states that in looking at other communities through this process, in particular, the City of Fishers, he said they have an impact fee. He states that they have two designated—one is the current city boundaries and the other being everything they anticipate being a part of the city in the future.

Gary N asked if that area is already annexed into the city. Adam stated that for the City of Fishers, it is not. Gary N states that he just wants to be sure that any growth potentially outside of the current city boundary is accounted for. Adam states that he will talk with Chuck Lehman

about those questions to make sure. Jenny states that if that is the route that is being recommended, the process for approving this instead of being under 600 series, it would be under the 500 series because you are looking at areas that are outside of the current zoning jurisdiction of the planning department. She states that we are currently operating under the 600 series. She states that the current jurisdiction is the current corporate boundaries. Jenny states that in 5 years, it could be expanded.

Karen stated that is one thing that was talked about to simplify the fee for now. Gary N stated that his concern would be if we are pushing growth and someone comes in and wants to put up a 50 home plat outside of the boundary and that area has been identified as potential growth and we annex it in, we are not going to get the money for the impact fee. Jenny stated yes, that is correct.

Adam asked Jenny if the planning jurisdiction grows, does the zone that the impact fee applies to grow as well. Jenny states that in the planning and zoning statutes, which is 36-7-4, there are the 600s and that outlays the entire procedure of how you would adopt an ordinance. She states there is also the 500s, which outlays a different procedure with how you adopt an ordinance. She states that which way we follow depends upon whether or not we are only in our current jurisdiction or if we are going to be outside of our jurisdiction.

Gary N asked if once we annex something, would it automatically be in our planning at that point. Jenny stated that it is, however, it is not in this improvement plan. She states that if it's not in the improvement plan, it wouldn't fall under the impact fee. Adam states that in 5 years, the zone would need to change.

Gary N states that that information alone makes him feel that this needs to be examined a bit more. Adam states that when he and Chuck Lehman, the consultant on this project, sat down to look at and project the reasonable growth over the next 10 years, we have annexed in the city right now more than enough land and what it would take to grow for nearly 20 years. He goes on to state that even with that, there is a chance for someone to purchase a piece of land to build on that is not within the city. He states, however, that realistically, we have enough land annexed into the city with services running to it, zoned correctly for residential for almost 20 years at the rate that we are growing.

Gary N stated that the area that he is specifically talking about without looking at the maps is the corridor that goes up from SR 9 & I-74 towards Fairland—whether that has been annexed into the city. Gary N states that he is not aware of anything on the horizon going in out there in that area, but just curious about coming outside of the current boundaries. Adam states that

area, in the short-term growth period of 5-10 years, has been identified in our comp plan as not currently having the infrastructure to support growth. He states that before we start growing at a substantial rate in that area, we would have to get utilities there. Adam reports that it would support 1, 2 or 3 homes on a farmstead or on a few acres but could not support a subdivision with 50-70 homes.

Gary N asks Adam if he feels that we are okay then with our current boundaries as they are. Adam states yes. He states that the land that we currently have annexed in and that has utilities is the most likely to be developed. He states that it's zoned correctly, it's in our comp plan that way, and it's prime for residential growth and enough land for nearly 20 years.

Gary N asked, hypothetically, how big of a deal it would be to put the impact fee area in the 500 series vs the 600 series. Jenny stated that the county would have to agree.

Gary B asked if the county already agreed to the 600. Jenny stated that the county does not have to agree with the 600 series because we are not doing anything in their current jurisdiction. Jenny states that she is not saying the county wouldn't agree, it's just another layer. Adam adds that we have not had that conversation with the county.

Gary N asked if annexation had to be agreed upon. Jenny stated no, it does not have to be agreed upon. Jenny states that the reason those conversations have not happened is because the information that Adam has presented supports the belief that the current corporate limits of the city encompass what will be the majority of where these fees will come from in the next 20 years.

Adam states that realistically, this would need to be reviewed within the next 4 years because of the 5 year renewal. He goes on to state that if in the next 4 years we see a significant amount of money lost due to land that was annexed in on the outskirts of the city, we can do this process differently.

Mike B asked if the process of putting annexed land into the ordinance is difficult. Jenny stated that is a completely different process under the law of who has approvals and when those approvals are met. She states that it's not something that we can't do, it's just not something that, as a committee, we discussed.

Adam reviews the maps with the board members to clarify the areas.

Gary B asked when this will go into effect. Adam stated 6 months after city council adopts it. Jenny states that if it moves on the current laid out schedule, their final adoption would be March 18th. Gary B asked if they had to read it twice. Jenny states yes; it's an ordinance. She states they will read it March 4th as it first has to go in front of the Plan Commission on Feb 25th.

Gary N makes a recommendation to move the approval of the impact fees on to the Plan Commission.

Mike B seconded the motion. Motion carried.

Karen states that she will make sure each board member receives a copy of the final documents that she has received so that everyone is clear on the boundaries, etc.

RECREATION REPORT:

Daddy/Daughter Night—Trisha reports that this event is this Sunday, February 17th. She states that it is sold out. She invites the board to come out and check it out. She states that the theme for this year's event is "Super Heroes". She states that the following Sunday will be the Mother/Son Night.

Preschool Registration—Trisha reports that registration for the 2019-20 school year is going on now. She states that she has posted information on social media to continue promoting this program.

Summer Guide update—Trisha reports that she is continuing to work on gathering information for the upcoming guide. She states that she is working with Saver Gator on this in preparation for distribution mid-March.

Summer Employments—Trisha states that she is still taking applications for potential employees until the end of this month. She reports that she doesn't have a lot of new positions to fill as she has a lot of returning staff.

Bunnies & Brownies—Trisha reports that this canvas painting event for children is coming up on March 17th.

Garage Sale—Trisha reports that this year's sale has been moved from May to April due to the busyness of May. She feels that April is a better time due to programming.

Music in the Park—Trisha reports that Jill has been working hard to secure all dates for this year’s series and that flyer is out on social media. She states that all of the bands have been booked and donations from sponsors are still coming in.

Gary N asked whether or not we have ever considered hosting the Music in the Park at the Fairgrounds using the grandstand.

Karen stated that she believed most people enjoy the more intimate setting of the park for this type of event. Gary N stated that as the event grows and there is a bigger budget that could be something to consider.

Movies in the Park—Trisha reports that all of the Movies in the Park have been scheduled as well.

Community Easter Egg Hunt—Trisha reports that this event is scheduled for April 13th and is free to the public.

Mike B asked if we have considered moving that over to Blue River Memorial Park. Trisha states that it is something we have discussed and will consider for next year. She states that it was already printed in the guide as taking place out at Kennedy, so she plans to stay with that for this year.

MAINTENANCE REPORT:

Lawn mowing bids—Karen states that before we start to open the bids, she wants to let the board know that the information will be taken under advisement and that by the next board meeting, all of the information needed will be gathered in order to make an informed decision. Karen states that Packet A was included in the bid packet by mistake. She states that Packet A is currently under contract by Brent Ross and is not part of the packets that are currently being bid on.

Terry opens the bids and reports the following:

1. Miller’s Lawn & Landscaping
 - a. Packet B: \$99,619.00 (\$3,831/cut @ 26 cuts)
 - b. Packet C: \$43,326.40 (\$1,666.40/cut @ 26 cuts)
 - c. 8 additional cuts on ballfields: \$3,200 (\$400/cut)
2. McIntire Lawn & Landscape
 - a. Packet B: \$69,030.00 (\$2,655/cut @ 26 cuts)

- b. Packet C: \$26,390.00 (\$1,015/cut @ 26 cuts)
 - c. 8 add'l cuts on ballfields: \$1,200 (\$150/cut)
3. ACL Lawn Care
- a. Packet B: \$66,222.16 (\$2,393.16/cut @ 26 cuts)
 - b. Packet C: \$22,815.00 (\$877.50/cut @ 26 cuts)
 - c. 8 add'l cut on ballfields: \$1,660.80 (\$207.60/cut)
4. Arlington Lawn Care
- a. Only bid on Packet A; no bid on B or C

Gary B asked if Arlington will be able to rebid on Packet B and C. Terry stated no, that if he wanted to bid on those packets, he could have, but he did not.

Terie A makes a motion to take the lawn mowing bids under advisement.

Gary N seconds the motion. Motion carried.

Karen states that we will complete the breakdown sheet with the additional information including manpower, references, etc. and she will bring that back for the board to review.

Parking at MAC—Terry states that he spoke with Wayne Campbell with Cabinet Barn and he gave us the okay to use his lot for overflow parking at the MAC.

Lighting at MAC—Terry asks what we are going to do about the lighting on the buildings at the MAC. He states that he has been trying to get ahold of David Finkel but hasn't heard back from him yet.

Karen states that she will call him tomorrow.

Gary B asked Terry if he was putting in LED lights. Terry stated yes.

Karen asked if Hickman could give us a quote. Terry states that he could get a quote from Hickman as long as he isn't asked to wait to see what David Finkel can do. He wants to get this project done as soon as possible and doesn't want to do double the work.

Dog Park—Terry states that he has asked Bowen, the construction company, to see if they can do the water while they are already out there doing work on the infrastructure at BRMP.

Lights on Civic Center—Terry reports that now that Chris Hext is back from surgery, he will get back to work on getting wall lights on the back side of the building on the Meridian Street side at the Civic Center.

SPORTS REPORT:

Karen states that in Chris's absence, there is nothing new to report at this time.

OLD BUSINESS:

Dog Park—Karen reports that she has put together a budget sheet of what the dog park is going to take. She states that we are waiting to hear back from the Subaru grant, which she believes the application was just submitted last week. Karen believes that it could be 3-4 weeks before we hear from them regarding that grant which is worth \$7,000. Karen states that the Leadership Shelby County brought in nearly \$11,000 in donations. She states that the total budget is around \$50,000. She states that she will be taking the rest of that information to the Blue River Community Foundation and to the Finance Committee as well as the City Council. She is hopeful that this project will start this spring, but of course, that all depends on other things coming together.

Karen reports that because of the infrastructure that is being put in by Bowen, they will be asking them if they can dig that trench and put something in there for the water fountains at the dog park. She believes that if they are able to do that, it would be at a reasonable cost.

Guaranteed Savings Contract--Karen reports that the selection committee included Terry Pierce, Dennis Blunk, Gary Bowen, herself, and two of the WRRF employees. She states that Bowen was selected based on a scoring system. Karen states that the cost for the project will be guaranteed regardless of whether they have to do additional work. She states that the reason they can come in lower than the other bidding projects is due to the energy savings grant that applies to both the maintenance building and the sewage infrastructure codes. She states that it was a great discussion and she believes that they were able to get all of their questions answered. She states that Matt House and his assistant were in charge of overseeing the scoring process and that Bowen was voted in unanimously based on their experience and the fact that all of their equipment was local.

Gary B confirmed that recommendation stating that Koshi had not had much experience with projects within the city, but that Bowen did.

Natural Plantings—Karen reports that she has been in touch with Julia Kemnitz regarding the natural plantings. She reports that Julia stated that we were doing a spring planting anyway for the rest of the plantings so we can do it all at the same time. Karen stated that her only concern with that is the spring planting season for the farmers and that conflicting with Greg Weaver’s ability to do our work with the equipment that is available.

Gary N stated that he should be able to do the work with the equipment that he has. Gary N stated that his understanding is that he can use a small tractor to do the plantings and that he believes that is what Greg has. Gary N states that Karen should verify that, but that is his understanding.

2018 Annual Report—Karen reports that since the last meeting when the draft copy was given to the board, there have been a few changes that have been made. She states that Gary B had a couple of questions/changes that he wanted to address.

Gary B states that he had some questions about the garage sale as there weren’t any totals in that column. He stated that when he spoke to Trisha about it, she stated there were 68 vendors at each of the sales. Gary B stated that his only other question was about the rentals out at BRMP vs Sunrise Park and the difference in the cost. Karen stated that the difference is in the fact that the cost is more for BRMP diamonds because of what it takes to maintain those diamonds (equipment, type of soil, etc).

Karen asks the board for any additional changes that they see that need to be made.

Gary N makes a motion to adopt the 2018 Annual Report with the recommended corrections from the board.

Terie A seconded the motion. Motion carried.

NEW BUSINESS:

Shelby County Players—Karen reports that the Shelby County Players came to us to ask about building an indoor theater at Blue River Memorial Park. She reports that she and Gary B met with two representatives from SCP. She states that they are wanting to build a 14,000 sq ft building with 140 seats for 8 shows per year and lease the land for \$1.

Mike B asked if this was an outside shelter. Karen stated no; it is indoors.

Karen stated that considering the space that they require and what we are looking to build there in the future as far as potential location for a new pool and possibly a small community center, that there just isn't space for that.

Gary N stated that his initial reaction is that we would not give up our land for something else essentially for free.

Gary B also stated that they were wanting to put in a parking lot that would accommodate 40-50 cars.

Mike B asked what their timetable was. Gary B stated that they could have the money anytime. He stated that they were getting ready to start a fund to support their venture.

Mike B stated that it is the arts, and the arts is part of the Parks. Mike continues that they would have to meet our specifications on the building.

Gary N states that they already own a building. Karen states that they are considering building a new building in that location, but they are also considering some other options, which is why they came to the Parks Dept.

Mike B asked if this was something they wanted to know right away as to whether or not we were interested.

Gary N makes a recommendation that we do not consider their request. Mike B states that he believes it is generous of them to want to spend that kind of money in our park, but all of our land is spoken for, which includes an amphitheater, which wouldn't allow for any other room.

Karen states that she will let them know.

DIRECTOR'S REPORT:

IPRA Conference—Karen reports that next week is the annual IPRA Conference in French Lick which she will be attending. She will be out of the office the 19th-21st. Karen reports that Trisha will not be attending this year, but that she is unsure of whether Chris will be attending or not.

Guaranteed Savings Contract—Karen reports that this was already covered earlier.

Land & Water Conservation Fund Grant—Karen reports that the dog park qualifies for that, but she feels that there is potential for other projects that can be put in that, such as canoe drops, bike skills park as well as a bridge. She states that she would like to include those potential projects in the grant application as well. She reports that this grant is 50/50, so the city would also need to consider. She states that the application is due in March.

Other:

Board Minutes—Gary N suggests that we post approved minutes on the Parks Dept website along with the agenda for the upcoming meetings. Karen asks Jennifer to be sure that once minutes have been approved, that they get posted. Jennifer states that she will be sure to get with Jill, who is in charge of the website, to add those minutes after the board has approved them.

Adjournment at 5:19pm
