



Town of Speedway
Parks and Recreation Board

Meeting of July 20, 2020
Minutes

ATTENDANCE

Board Members	Mark Chastain Crystal DeVault Denny Pelley
Town Employees	Tammy Smith
Guests	John Ellison & Luke Kessler w/Keiser Consulting Group

MINUTES

1. Call Meeting to Order: Meeting called to order by Mark at 6:03pm
2. Attendance and Determination of Quorum: Quorum met with three members present. Trent Theobald and Jenny Davis were not in attendance.
3. Adoption of Agenda: Crystal made a motion to adopt the agenda. Denny seconded the motion. Meeting agenda adopted by 3-0 vote.
4. Approval of Minutes: Denny motioned to approve the June 15, 2020 meeting minutes. Crystal seconded the motion. June 15, 2020 meeting minutes approved by a vote of 3-0.
5. Guests: John Ellison & Luke Kessler from Keiser Consulting Group provided a packet with proposed project equipment and general project scope items for Leonard Park improvements. Proposing to bid in 2, possibly 3 phases.
 - Ball field lighting: Musco Lighting, TLC LED lighting system (\$130,000-\$145,000). Mark asked about warranty. John indicated 25 years. Musco wrote the specs for Little League ball field lighting. Horseshoe court lighting (\$36,000-\$40,000). Mark asked if lighting on the horseshoe pit would need to be as bright. Luke indicated these are a third from brightness and it will be fine. Lighting is needed on the horseshoe pits and needs to have their own on/off switch at the shed.
 - Musical playground: Landscape Structures. Utilize concrete pad already in existence (\$44,815). Mike has already taken down the funnels due to kids climbing in them and getting stuck. Musical instruments have cabled mallets. Very durable. We want to pick instruments that won't entice climbing. Recommend signs or placket that says DO NOT CLIMB. They have a mellow sound and won't be disruptive to the neighbors. Once we get to bidding this, we will get to pick out colors.
 - Outdoor chess/checkers table(s) & chairs (\$10,320): Kenneth Lynch and Sons. Will need to pour a concrete base. One or two sides will be open for wheelchair accessibility. Mark asked if there will be a path to all this to make it ADA compliant. Yes.

- Outdoor table tennis: Edge, concrete or metal will need a concrete pad (\$25,190). The cost is for concrete. Concrete is more durable. Metal is cheaper but will need a concrete pad poured for either. Crystal indicated metal would get hot. Luke indicated metal can get scratches in them.
- Tennis courts: will need to deal with drainage issue (\$45,000-\$62,000). John feels due to the current condition, it needs to be completely redone and recommends a new fence as well. Tammy brought up the drainage issue and the two options proposed of either replacing old clay pipes with PVC or build it up and drain to the north with a 1% slope. Mark thinks that is a better way to go to get the water off the court. This includes striped for both tennis courts and pickle ball striping. Mike already has new nets and poles we can use. Tammy brought up the idea to remove the volleyball court and replace it with a pickle ball court. Can we put it in the grant projects? We receive calls/comments weekly for pickle ball. Mark said if we're able to get it, then we won't need to paint pickle ball lines on the tennis courts. Discussed whether we can put 2 or 4 courts. Denny indicated he'd rather see 2 nice courts rather than 4 courts cramped in there if there's not enough space. We will have to determine if we would need a fence around it. John and Luke said they'd look into it.
- Bathrooms: full replacement of fixtures, lighting, partitions, repaint and floor covering (\$35,000-\$52,000). In winter Mike has to install a plywood piece to close off the open area before going into the bathrooms. John proposes to remove the open area by bringing the doors to the outside wall and enclosing that area. John also included adding hand dryers and baby changing stations. Mark asked if those would be in both male and female bathrooms. John indicated yes. Mike was leaning towards block partitions but John feels block creates an unfriendly feeling plus you can't see if someone is in there. The partitions are now made out of much better material than the original ones that are in there now. Tammy likes that idea better to for safety purposes when locking the bathrooms in the evening. Also partitions makes it easier for maintenance can you can just spray off the floor and you don't get the crud build up.
- General site work: install bottle filling water fountains, replacement of up to 8 benches, ADA pathways to new and existing amenities, parking lot ADA accessibility, shelter upgrades/repairs, including gutters w/fascia board, electrical, cages lighting and ADA accessible picnic tables (\$90,680). Replacing the fountain by the east ball diamond and the other one close to the bathroom. Mark asked about water fountains in COVID climate. John indicated we'd replace with the bottle filling hybrid fountain. Benches will match the ones around the playground. Tammy indicated Mike brought up the swinging benches. There's a lot of maintenance plus kids, teens, and even adults get on those and push them and overcrowd them. Will research an option to keep swinging benches. Mark suggested tethering them to the ground so they only go so far or finding another option or remove them. John suggested using cable and not chain. They are popular and used a lot. Mark expressed most people use them properly. John indicated if we install them we will have to make them ADA compliant. Some of them are located in a more natural setting. Tammy asked if we'd have to have ADA to all of them. John said not necessarily. If we use grant money to do anything with them, they will need one with ADA compliance. John & Luke will look into options. ADA pathways to new and existing amenities including the horseshoe league. Mark Smallwood from Speedway Horseshoes was gracious enough to indicate that

they don't need to be at the top of the list. John expressed at minimum we need to make sure they have ADA access. Veterans would love it. Tammy agreed adding that even though that is Parks property, Speedway Horseshoe League maintains it and has paid for the upgrades and upkeep of it. It is the only sanctioned horseshoe pit in Marion Cty. What little he is asking with ADA access and lighting, she feels it's important to try to include them in this project. Mark agreed. John said since it's the only sanctioned horseshoe pit in Marion Cty, it's already at the top of the list of what those facilities are and they've done a great job of maintaining the facility and we don't want to forget about them. This is the basic what John plans to do in that area. Once we get the bids, if we can provide them some extra sand for the pits or additional things that would help them, is something we can look at doing.

- Parking lot needs ADA accessibility. We need an ADA ramp, restriping and a path for van parking.
- John forgot to put on there that we need to purchase a LWCF sign we can buy for \$25 to attach to existing park signage. Denny asked what that's for. Luke indicated it's part of the grant requirement. John said the sign is a little bit smaller than a sheet of paper.
- Tammy asked about if we'd be able to add a dedicated pickleball court with the grant improvements if there are funds still available. Mark had the same question. John & Luke acknowledged that if we have the funding, we can do that. Discussion regarding 2 courts vs 4 courts. Denny would rather see 2 nice courts rather than 4 cramped courts. Tammy hears from community members weekly wanting pickleball. Suggestion of replacing the volleyball pit with pickleball. The sand from the volleyball pit being so close to the walking path is a hazard that needs to be addressed anyway. It's a hazard for walkers/bikers from not only the sand but also the volleyball when active play is going on. Meadowood Park has volleyball so that amenity is still available in town and adding pickleball adds an amenity. We may need a fence for around the pickleball court. We will have to research that.
- Mark brought up a subject that another park's board member, who is not here today, mentioned regarding braille bumps on concrete leading to the bathrooms indicating male or female bathrooms. John & Luke had not heard of it but will look into it. Luke brought up having the foot pulls on the doors which will be good in today's COVID environment. Everyone likes that idea.
- John said they will bid the baseball lighting late summer early fall and hopefully start late fall and install in the winter, weather dependent. Same schedule with the general site work but expect that to last a year. Lots of small things which will require a lot of oversight. A lot of this is dependent on what contractor we go with. There are existing uses that we need to work around so we don't have to close the entire park. John included a list of stakeholders and their usage times of the park. Mark said the SJBS league can utilize the other 3 diamonds so he doesn't see that being a big issue. Mark brought up all the trees that block the lights. John said we will only need 4 lights. Luke indicated the Silver Maple on the east side might need to be removed. Mark thought it was an oak. We don't want to remove trees if we don't have to but it's a possibility. They will work with the lighting company to see of working around it but what they have to do might eventually kill the roots. It's a huge tree and will probably be \$3000. Mark asked if they would be removing the old poles. The lighting company would not be removing them. We would need to get someone that cuts trees to cut them down and remove them. Handouts show the recommended placement of the new lights. Mark confirmed that would just need a separate contract to remove them.

Luke said yes. We'd have to have an electrician come and disconnect then a tree service to remove. Mark asked about the breaker box. John said it will be a full system.

- John asked if there are any questions. Mark asked who the project onsite person will be and John said he will be that person. He won't be there every day but will be there for structural integrity, milestone items, and making sure they are using proper techniques. Mark also asked about security lighting. John has received a quote but did not detail in this report. He will get that to us. It's for solar, all inclusive package.

6. Reports of Officers

- a. **Parks Supervisor – Facilities, maintenance and equipment:** Mike Smith on vacation so Tammy is giving his report.
 - i. **Grounds**
 1. Mike provided a quote for tree removal. There are 5 trees that need to come down. Two trees between tennis courts and horseshoe pits, a locus tree they need to remove dead limbs, the light pole on the ball diamond, an ash tree at the SW corner of Leonard East ball diamond, and a spruce tree on the west end. The quote is for \$3975. Denny motioned to approve the tree removal, Crystal seconded the motion. Passed by vote of 3-0.
 2. Mark asked if there's a way to have an aerial picture of the two parks blown up to look at when we want to discuss certain areas in the park. Tammy said yes, she can do that on the plotter printer.
- b. **Parks Programs Director – Operations & Programming:** Tammy Smith
 - i. **Playground overcrowding:** We opened the playgrounds 2 weekends ago. The Monday after they were open, Mike called Tammy indicating we have a problem at the park with overcrowding. Pride Academy had bussed in a lot of kids. There was a full size bus, a mini bus, and 2 large passenger vans. The play equipment has capacity limits and there are stickers on the equipment. Mike is going to order new ones as the printing wears off over time. Tammy met Mike at the park and a police officer was there. Mike had taken a picture of the overcrowding that he sent to Tammy asking what we need to do. Someone from their group saw him take a picture and called the police about a man taking pictures of the kids. Tammy told the police officer it was only sent to notify her of the problem and Mike deleted it. Tammy witnessed on the little playground, one of their counselors had 5 kids on the bumblebee bouncy that has a capacity of 2. She also witnessed one of the counselors with 8 kids on a swinging bench pushing it hard as if it was a swing on a swingset. Tammy spoke with the director of Pride Academy and the police officer that we need to know when they will be in the park. Tammy told her we need a use agreement in place. Tammy gave her a business card and she indicated she would email her contact information. To date, Tammy has not heard from her. Tammy explained that having so many in the park like this, is taxing on our resources and staff. We need to know so we can accommodate by providing an extra supplies. Also, they take over the shelters without knowing if someone else has made a reservation for the shelters. Tammy told her we are willing to work with them to reserve the shelters at no charge, but they must agree to our park rules and make arrangements ahead of time.

- ii. 15th Street by Leonard Park: Many cars are parking the wrong way. Tammy witnessed a bicyclist almost get hit by one of these illegal parkers. She mentioned it during the leadership meeting and the police are going to step up their patrols and start ticketing them.
- iii. Ball field Rentals
 - 1. There has been a high interest in the ball fields. Tammy explained to those renting that since this is new, we reduced the rate to \$25 and will invoice them to pay by the end of July. Three teams reserved through the end of June. The first week of July, Melissa with SJBS called indicating a group was on the ball field and indicated to her they reserved it with me. Melissa indicated they moved to the other field which was open. The next day, I sent an email to the group who apologized that they wanted to extend their use through the end of July. I then received another email from one of the other teams acknowledging they also want to extend their reservations. One of them wanted to use it tomorrow (Tuesday) but all fields were full that day. Tammy explained the importance of reserving because the interest has increased. Bob Segal is using it for his charitable game, which he's dealt with SJBS in the past. He will contact Tammy in the future.
 - 2. A church league contacted Tammy indicating they noticed the signs on the fields and asked if they needed to contact us. Tammy told them yes, and explained that SJBS has a first rights use agreement for all fields as they take care of at least 50% of the costs/upkeep and Parks covers the remainder. Tammy provided them with a rental agreement and they asked to review it. Mark said we can work with them on arrangements and possibly offer them a reduced cost. We can discuss revisiting the ball field tiered pricing, which is in unfinished business. Mark indicated If it's a one or two time use, we don't necessarily need to reduce the price. But if it's a league regularly using it, we can reduce it for certain groups. We'd have to determine on a case by case basis.
- iv. Concerts: Going well with an overage of just over 200. People were very compliant with social distancing and some masks. People spread out farther in the park and even in the grass in front of the school. Denny noticed that and thought everyone was complying.
- v. Art & Music Festival: Tammy canceled the event after the new mandates came out. Previous mandates indicated a mitigation plan must be submitted to Marion County Health Dept. for events expecting over 1000 attendees. The new mandate lowered that number to 250. It was time to cancel as we've spent so much time changing and rearranging to accommodate recent mandates. We will hope to have it next year. Board members agreed. Since our concerts are under 250, we are fine to move forward with the last two concerts. West Indy Winds has offered to still play on Aug. 29th so we will hold it as another concert. We will not promote it on social media as not to encourage a large crowd. It will basically be their members families and friends.


- c. Sponsorship: Tammy was contacted by a political candidate wanting to possibly donate to the parks. She replied the Parks are always in need of donations and we'd be happy to accept a donation from them personally but we are unable to accept it on behalf of a political group or candidate. Tammy contacted Indiana Parks & Recreation members and all of them said they do not accept donations from political groups or candidates to remain neutral. All Board members agreed and supported that decision. Tammy updated her sponsor packet to reflect that.
 - d. Social Media Potential Threat: A post was made on social media by a potential agitator suggesting a threat in an area of Meadowood Park. Tammy called the police and made them aware. They have identified the person and will be monitoring.
 - e. Budget Meetings: Budget meetings are scheduled for August 12th at 6pm. The Board President or another Board member typically accompanies Tammy at the meeting. This meeting is to inform the Town Council of Parks proposed budget requests for the upcoming year. Mark will be just getting back from a trip. Tammy will email the Board to see if Trent can attend. Tammy provided copies of the proposed budget, with a 5% increase in employee health insurance.
7. Reports of Standing Committees
- a. Facilities Committee: NONE
 - b. Finance Committee: NONE
8. Unfinished Business & General Orders:
- a. Use Agreements: SJBS agreement changes to reflect more realistic expectations. Current agreement reads that SJBS provide Parks with SJBS Board contact info and SJBS practice and game schedule 60 days before start of season. This is unrealistic as they are unable to make schedules that early. Propose changing to indicate 14 days before start. Board agreed that was appropriate.
9. New Business:
- a. Proposed ball field tiered pricing: Table for now because Mark wants more Board members present. Tammy asked how to respond to the church group. Mark suggested we will review it and the cost won't be any higher but may be lower. We will work with them.
 - b. Proposed Leonard Park Volleyball pit to Pickleball court: Discussed earlier in meeting with Keiser Consulting. Denny wants to make sure we are in line with moving forward with pickleball. John & Luke will look into it and it sounds like we will be able to add it if we can fund it.
10. Good of the Order: Tammy wanted to express appreciation for the bands that offered Parks a discount in order to have 4 concerts and we received some last minute donations from Donegal Insurance Group and Alliance Insurance Group. Dan from Alliance emailed me to let me know he received a hand written note from a community member, thanking them for donating to the concerts and praising the Parks Dept. for holding the concerts. Her name is Mona and she indicated it was the first normal thing they've done in months.
11. Announcements: NONE
12. Adjournment: Mark adjourned meeting at 7:48 pm.

Next Meeting:

Monday, August 17, 2020 - 6:00pm - 5620 Crawfordsville Road, Suite M

Minutes prepared by Tammy Smith.

APPROVAL OF MINUTES





8-17-20
Date
8.17.20
Date