



400 Lafayette Road - Noblesville, IN - 46060
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Park Board

- Stephen Andrews
President
- Larry Roudebush
Vice President
- Mark McCauley
Secretary
- Dr. Judith Campbell
Treasurer
- Tom Clover
Member
- Robyn Pauker
Member
- Susan Peterson
Member
- Chris Neeson
Attorney

The regular meeting of the Hamilton County Parks & Recreation Board was held Monday, May 15th, 2023, at 6:00 pm at the Administration Office at 400 Lafayette Road, Noblesville, IN 46060.



Present: Stephen Andrews, *President (Virtual)*
 Larry Roudebush, *Vice President*
 Dr. Judith Campbell, *Treasurer (Virtual)*
 Mark McCauley, *Secretary*
 Robyn Pauker, *Member (Virtual)*
 Tom Clover, *Member*

Absent: Susan Peterson, *Member*

Staff: Bruce Oldham, *Deputy Director*
 Reese Ebersole, *Program Assistant*

Attorney: Chris Neeson

Guest(s): Brad Beaver, *County Council Member*

Park Staff

- B. Christopher Stice
Director
- Bruce Oldham
Deputy Director
- Jaymee Ayers
Office Manager
- Amanda Smith
*Superintendent of
Natural Resources & Education*
- Chandler Bryant
Regional Parks Operations Manager
- Andy Kingsley
Coxhall Gardens Park Manager
- Kyle Stocks
Facilities & Grounds Manager
- Don Nicholls
Resource Development Specialist
- Christopher Gullion
Events Coordinator

****In compliance with the directive outlined by the State Board of Accounts, the County Commissioners and County Council, the Parks Board is meeting via video conference. Physically present are: Vice President, Larry Roudebush; Treasurer, Dr. Judith Campbell; Secretary, Mark McCauley; Member, Tom Clover; and Member Robyn Pauker; which meets the compliance requirements. Also, physically present representing the Parks Department are: Director, Chris Stice; Deputy Director, Bruce Oldham; Park Development and Operations Strategist, Wil Rettinger; Program Assistant, Reese Ebersole.**



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A.) Call to Order:

Mr. Roudebush called the Hamilton County Parks & Recreation's May 15th, 2023 Board meeting to order at 6:00 pm.

B.) Agenda Amendments:

Director Stice recommended that the Board amend the agenda by adding section G2 to discuss an asset to be decommissioned. Mr. Clover made a motion to approve the amendment. Ms. Pauker seconded.

Yea: Mr. Roudebush; Dr. Campbell; Mr. McCauley; Mr. Clover; Ms. Pauker.

Nay: None.

Absent: Ms. Peterson.

Motion Carries.

C.) Public Comments:

Mr. Roudebush opened the floor to public comment.

Brad Beaver – *County Council Member*

Councilor Beaver inquired on the status of Burr Oak Bend.

Deputy Director Oldham updated Mr. Beaver on the completion of the new parking lot and fencing. Deputy Director Oldham explained that the Department is in the process of master planning the trail system that will be constructed at Burr Oak Bend, which included having staff survey a path that would require the least amount of labor and is environmentally conscious. Deputy Director Oldham also stated that the master planning for the parking lot and trail system on the southern side of the river has begun as well.



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Director Stice updated Mr. Beaver that the property acquisition on the southwestern corner was unsuccessful as it has been sold to another buyer. However, new information that the property is up for sale again was brought up.

Councilor Beaver requested an invite to any future subcommittee meeting regarding the plans for Burr Oak Bend.

Mr. Beaver initiated a conversation about the Department acquiring a reticulated mower. A discussion ensued where it was explained that the Department has weighed the options of buying one, using the Highway Department's mower, and other alternatives. A decision has not been made yet.

Director Stice thanked Mr. Beaver for his recent support with the White River Campground project.

D.) Approval of April 11th and April 17th, 2023, Minutes:

Dr. Campbell made a motion to approve the minutes. Mr. McCauley seconded. Ms. Peterson virtually joined the meeting and was present for this motion.

Yea: Mr. Roudebush; Dr. Campbell; Mr. McCauley; Mr. Clover; Ms. Pauker; Ms. Peterson

Nay: None.

Motion carries.

E.) Finance Report:

1.) Approval of Payroll and Claims

Director Stice read the finance reports. As of April 17th, 2023, there was a beginning cash balance of \$3,630,832.09. Revenue was \$92,527.82, as of May 15th, 2023. Payroll was \$232,182.31 as of May 15th, 2023 being approved. Claims presented as of May 15th, 2023 to be approved was \$324,478.97. The ending cash balance as of May 15th, 2023 was \$3,166,698.63.



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Mr. McCauley made a motion to approve payroll and claims as presented. Clover seconded.

Yea: Mr. Roudebush; Dr. Campbell; Mr. McCauley; Mr. Clover; Ms. Pauker; Ms. Peterson.

Nay: None.

Motion carries.

F.) Committee Reports:

1.) Foundation Update

Director Stice stated that he resent the information and requests mentioned in the previous Board meeting held on April 17th, 2023. As stated in the previous minutes and reemphasize by Director Stice: documents regarding sponsorship and Conservatory roles and responsibilities, permit requests, and supplemental information was sent to the Foundation. Director Stice commented that the Foundation has yet to return the requested information, but he would reach out to them after a meeting.

Director Stice stated that Hamilton County Tourism would like to contribute \$40,000 to the Coxhall Gardens Conservatory projects. Hamilton County Tourism has recommended that the Department use The Superlative Group, Inc. to create a scope of work for an evaluation of the Coxhall Gardens Conservatory project for potential naming rights of the project. Director Stice stated that the partnership has the potential to extend throughout the Parks system.

Director Stice stated that the Department would need approval from the Board to create a scope of sponsorship and enter into a contract with The Superlative Group, Inc. for those services.

Ms. Pauker made the motion to approve. Dr. Campbell seconded.

Mr. Roudebush recommended an amendment to the motion to include a review of the documents by Attorney Neeson.

Ms. Pauker made the amended motion to approve. Dr. Campbell seconded.



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Yea: Mr. Roudebush; Dr. Campbell; Mr. McCauley; Mr. Clover; Ms. Pauker;
Ms. Peterson.

Nay: None.

Motion carries.

Director Stice also stated that the Department has confirmation that the Coxhall Guild would like to sponsor and attend the 2023 Cool Creek Concert Series.

G.) Old Business:

1.) Project Updates

a.) White River Campground Office

Deputy Director Oldham stated that the opening day will be Thursday, May 25th, 2023. The new office will not be ready for the opening and the Health Department's education trailer will be utilized for point-of-sale, registration, and check-ins. The electric work has been inspected and approved. The Department is waiting for Duke Energy to pull the main line into the building. Insulation and roofing of auxiliary buildings are being installed.

b.) Morse Beach Shower House

Deputy Director Oldham stated that there are still some items that need completed before being operational. The shower houses are set to open before the Memorial Day opening of Morse Beach.

c.) Osprey Pointe Pavilion Acoustics

Deputy Director Oldham stated that the Department has received one quote and are expecting quotes from two other companies. The deadline for installing acoustic paneling to the ceiling of Osprey Pointe Pavilion is July 1st, 2023. Director Stice added that there are also plans to install sound-



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dampening can light fixtures that will house LED dimming lights. The facility is also in the process of getting kitchen and counter updates.

d.) Strawtown Koteewi Park Archery Facility

Deputy Director Oldham stated that the Department has continued discussion with IDNR on the specifics of a potential grant. The floor plan is still being worked on. The grant would be for the year 2024. Director Stice added that the grant would be a 90-10% match, where 90% would be paid by the state. Some estimates thus far have priced the project over \$3,000,000.

e.) Coxhall Centerpiece Fountain

Deputy Director Oldham stated it will cost between \$20,000 and \$60,000 just to get the fountain operational again (not a complete fix). The Department will be meeting next week with Tom Fansler of Smock Fansler Corporation to get specifics on what repairs will be done and what they will cost. Repairs including replacing pumps, filters, and potentially adding descaling chemicals.

Deputy Director Oldham stated that he intends on inviting Mr. Fansler for a discussion with the Board about the fountain repairs. Director Stice stated that he wants to involve Dan Lawson from the Foundation with the project because he has experience in construction project management. Director Stice will discuss with the Foundation on possibly funding the project.

f.) Williams House Renovation

Deputy Director Oldham stated the contracts and associated paperwork with Ball State University have all been signed. The University has started working on the rehabilitation master plan. The paint study is around 25% complete. The University should be done within the next month and a report will be complete shortly thereafter.

Director Stice stated that the Department received approval for appropriations at this past County Council meeting. The Department has been approved to



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spend the \$375,000.00 that was receive from the Friends of Hamilton County Parks, Inc.

g.) Memorial Program

Deputy Director Oldham stated that the general policies and price schedule has been updated. The Department is no longer losing money on the memorial program. Park Development & Operations Strategist, Wil Rettinger, can answer any question regarding the program.

2.) White River Campground Utility BOT

Director Stice stated that he wanted to thank Counselor Beaver and the American Rescue Plan (ARPA) committee for their continued support on this project. The \$1,000,000 fund from the ARPA committee was received for the sewer and water project at the campground. Director Stice has issued the notice to proceed to Reynold Construction. The permit from the State Health Department was still pending, despite being submitted for review by Banning Engineering in August 2022.

3.) Master Plans for Bray & HC Farms

Director Stice stated that the Department will be submitting the updated master plans at the next Board meeting for Board review and public input. For 30 days after submission, comments and questions will be considered.

Dr. Campbell asked if there were any updates on the property acquisition in Deming. Director Stice stated that there were no updates yet.

H.) New Business:

1.) Cool Creek Nature Center Auditorium Rental Policy

Director Stice introduced Superintendent of Natural Resources and Education, Amanda Smith. Director Stice then briefed the Board on the situation, explaining that



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there have historically been complications with after-hours rentals. This is a request to modify the policy to only allow auditorium rentals during nature center open hours, except for individuals who have approval from Director Stice.

Director Stice opened the floor for Ms. Smith. Ms. Smith stated that even though she does enjoy allowing the nature center to be rented after hours; ultimately, the Department is unable to consistently guarantee security. The building is not set up to be able to confine renters to the auditorium and restrooms. The renters always have access to the nature center, which includes staff offices, the gift shop, the donation box, and the park's animal ambassadors. Additionally, non-renter guests could have access to the nature center if the doors are left open. Ms. Smith mentioned that there are often security pitfalls that then require staff to be present after hours.

Ms. Smith also noted that there are periods of time throughout the year that the nature center restricts the use of the auditorium as a rental. Examples include mid-June through August when the room is being used for summer camps, during the art show, and other times of the year. She also pointed out that the auditorium is only rented out an estimated 10-20 times per year. When security fees are taken into consideration, after hour renting has not been very profitable.

Mr. Roudebush asked if a motion was needed. Director Stice answered in the affirmative.

Mr. Clover made the motion to approve the Department's request to modify the rental policies. Dr. Campbell seconded.

Yea: Mr. Roudebush; Dr. Campbell; Mr. McCauley; Mr. Clover; Ms. Pauker;
Ms. Peterson

Nay: None.

Motion carries.

2.) Asset Decommission

Director Stice explained that the asset must be decommissioned through the Board and then it is submitted to the County Commissioners.



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Director Stice state that a trackless train was donated to the Department. Since received, the train has not been used as transportation because it needs extensive repairs. The train was inspected by Homeland Security, and it will not meet any of their criteria. Director Stice stated that the train would cost much more money to get it operational than it is worth, and the Department has no value in the asset.

Director Stice stated that he contacted the Nickel Plate Express and they are interested in acquiring the asset. Nickel Plate Express is willing to have the asset transferred to them. Director Stice stated that he has spoken with the county attorney, and The Department meets the criteria to have the asset transferred, with the Board's approval.

Ms. Pauker made the motion to decommission the asset. Dr. Campbell second.

Yea: Mr. Roudebush; Dr. Campbell; Mr. McCauley; Mr. Clover; Ms. Pauker.

Nay: None.

Absent: Ms. Peterson.

Motion carries.

I.) Director's Report:

None.

J.) Deputy Director's Report:

None.

K.) Additions and Announcements:

Director Stice introduced Program Assistant, Reese Ebersole to the Board, explaining that he will be helping to write minutes.



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Director Stice stated that the County Counsel gave them their budget instructions. They Department will be working on the budget for Board approval during the next meeting.

L.) Adjournment:

Mr. Roudebush made a motion to adjourn. Mr. Clover seconded. Motion carries. Hamilton County Parks & Recreation's May 15th, 2023 Board meeting is adjourned at 6:44 pm.

Hamilton County Parks & Recreation Board

Approved

/S/ Stephen Andrews
Stephen Andrews, President

/S/ Mark McCauley
Mark McCauley, Secretary

Date: 6/19/23