

Pendleton Park Board Meeting Minutes

February 27, 2019

I. Meeting called to order at 6:06 pm by Park Board President Bryan Williams. Additional Board Members attending were Jennifer Roberts, Brian Slick, Stephen Bill, Lauretta Gray, Joshua Ring and Steve Denny. Also attending was Administrative Assistant Denise McKee.

II. Approval of Minutes

Motion by Lauretta Gray, second by Joshua Ring, minutes from January 23, 2019, meeting approved.

III. Public Comments-Attendees: **Dusten Tryon, Londa Bennett, Telly Garner, Tom Wilson, Tammy Doty-Davis, Donnie Meyer, Londa Bennett, Scott Davis and Todd Miller. No comments and/or questions raised.**

IV. Soccer Update

- a. Todd Miller reported the main concern was parking as may not be ample parking for soccer and other events throughout the park. Mr. Miller indicated that he was not sure if they planned to rope off parking sections around the old softball diamond area. He further reported the soccer program will be using our old concession building to store their gator and concessions.
- b. Mr. Miller further suggested that we contact representative from Farmer's Market to see if they wish to relocate. Jennifer Roberts and Joshua Ring suggested that moving to the Downtown part by the Depot may be an option. Mr. Miller thought there might be another location in the park such as the front entrance of the Sports Complex. Mrs. Roberts stated that she will contact the Town of Pendleton for alternate options. Mr. Miller stated that he will likewise talk to all of the groups before the soccer program/Farmer's Market gets underway. Mrs. Roberts asked if we had a picture/drawing of the soccer field layout as wishes to be proactive. Mr. Miller indicated that there were about 260 parking spaces available. Mrs. Roberts suggested that we put some parking signs in place. Bryan Williams added that he had seen aerial view of fields and parking spaces and perhaps soccer program can coordinate. Mr. Miller stated that he will log into Ron Barnhart's computer to get copies and share with the soccer representatives.

V. Big Lug Update

- a. Bryan Williams commented that he was pleased to see that Bug Lug was very busy at lunch.
- b. Tom Wilson reported on behalf of Big Lug. Mr. Wilson asked if anything was decided on the grease trap. Bryan Williams responded that the Park Board had decided to purchase the grease trap upfront and then up to Big Lug to clean on a monthly or weekly basis as needed. Stephen Bill added that Tim McCurdy advised that the resolution be to install the new trap and that it is very critical to have cleaned on a regular/monthly basis at minimum. Mr. Wilson assured that they will be sure to get clean-outs scheduled regularly. Bryan Williams asked Mr. Wilson to obtain two estimates and once best quote/contractor found, Scott Davis as acting Superintendent, can sign off on the invoice.
- c. Tom Wilson followed up on the lighting request in the back of the building. Mr. Wilson mentioned that it is very dark in that area and some staff have fallen. Donnie Meyer replied that he will take care of the matter.
- d. Bill Davisson asked Tom Wilson about his progress on the lease information. Mr. Wilson replied that he had spoken with Ed Sahn and that he was anxious to get something worked out. Mr. Davisson explained that in order to get a 10 year lease (any lease over 3 years) for a public entity, must obtain two commercial appraisal in order to satisfy statute. Mr. Davisson further explained that we will also have to advertise and open for bids. Mr. Wilson asked who needs to get this rolling. Mr. Davisson replied that he will get with Bryan Williams to discuss. Brian Slick also added that there was an inventory list that needed to be completed by Ed Sahn before we can start the commercial appraisal process. Bryan Williams stated that he has the list, but has not received information back from Ed Sahn. Mr. Williams added that he would like to get this process going. Mr. Wilson commented that once Ed Sahn wraps up a project that he is currently in the midst, he will have more time to focus on Big Lug's lease. Bryan Williams advised that he will forward the inventory list to Tom Wilson and asked for his and Ed Sahn's assistance in completing the questionnaire.
- e. Tom Wilson inquired about getting a new sign at the front entrance of the golf course versus the current banner. Also, Mr. Wilson would like lights on the Pendleton Avenue sign. Bryan Williams responded as follows: 1. He will leave the placement of the sign up to Scott Davis; 2. Tom Wilson will need to check with Rachel at the Town Hall regarding sign permit; 3. Lighting on the front entrance sign –Donnie Meyer will look into option, perhaps solar is best option. Joshua Ring added that he believed that there was a minimum 15 square footage requirement; Bill Davisson added that they can ask for variance of sign ordinance, if necessary.
- f. Tom Wilson raised issue with the Best Way trash service as now separated, yet was unaware of the change. Scott Davis commented that the utility service was intended to be separated a year ago, but had not done so. He further reported that the golf course agreed to assist in covering the costs initially with invoicing Big Lug for their portion, but goal was to be billed separately. Brian Slick asked why an issue and if separation helps golf course and Big Lug. Mr. Wilson replied that they could use a smaller dumpster as the one they currently have is very large and takes up 3 parking spaces. Mr. Davis also replied that the golf course does not need a large dumpster nor a separate cardboard dumpster as well as can benefit from vacation service during the winter. Denise McKee explained that initially, the park was invoicing Big Lug for either the entire bill or one-half the bill depending on the month of the year starting out in 2018. After invoicing through March 2018 and receiving payment for first three months of year in May 2018, Ron Barnhart had contacted Best Way to separate the bill. Doug Dowden from Best Way then went out to Big Lug to get contract signed and was advised that the park was going to continue invoicing versus split of service. The park was under the impression that the bill was already separated; therefore, no longer invoiced for April – December 2018 and January/February 2019. In learning that the service charges had not been separated, Scott Davis contacted the Clerk Treasurer's Office to request Best Way to separate the services/charges. Doug Dowden then went back out to Big Lug to get contract signed. Mr. Wilson indicated that he and Ed Sahn will review the lease terms, however, did not have an issue with paying direct. Joshua Ring added that Best Way could easily change the location of the dumpster

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should Big Lug prefer relocation. Donnie Meyer offered then to talk with Scott to see if there is a grassy area that the park could pour concrete to place restaurant dumpsters. Tom Wilson agreed that would be a great idea.

VII. Golf Course Report

- a. Scott Davis reported on the golf course. Mr. Davis reported that there are a lot of folks starting to come into the golf shop. Mr. Davis has also talked to about 30-40 individuals from Killbuck Golf Course and that they are very pleased with Fall Creek Golf Club as looking much better.
- b. Scott Davis reported that the golf simulator is now set-up for use. Stephen Bill asked how much revenue we anticipate the program to generate. Mr. Davis replied that as it is not a system including a special League Software program that most golf courses use, it will be difficult to estimate revenue at this time. Mr. Davis advised that he expects to be able to report further towards the Fall of 2019 regarding projected revenue from this unit.
- c. Scott Davis reported that he feels that the marketing efforts are going very well, getting great feedback and drawing in new memberships.
- d. Mr. Davis reported that all three approved pieces of equipment have now been purchased, for a total of \$52,371.00. With the original amount of \$64,000.00 that was approved, Mr. Davis asked the Park Board members approval to apply the difference/savings to trade in some golf carts for newer ones. Bryan Williams asked if additional carts were needed. Mr. Davis replied that they have 40, with approximately 37.5 working well, often running out of carts. Mr. Davis further reported that typical tournaments involves about 80 players and many times have to ask individuals to bring in their own carts. Stephen Bill asked what kind of cart –electric or gas? Scott Davis responded that he is looking into gas Yamaha in which he found out at PG meeting that a particular vendor should have some 2014/2015 models available for a good price. Brian Slick added that electric carts would require setting up electric charge stations which are costly. Bryan Williams asked Mr. Davis to research/provide estimates and numbers as to cost versus revenue and how our tournaments suffer with the lack of golf carts. Mr. Davis referenced his short/long-term goals and replied that he will get some numbers together regarding the golf carts to then present to the Park Board.

VI. Pool Report

- a. Londa Bennett reported on the pool. Mrs. Bennett reported that she met with the Pendleton Swim Club Board to answer questions. She indicated that the group was interested in taking baby steps, but felt running the pool was too big of an undertaking right now. Mrs. Bennett also stated that they may be interested in volunteer, helping to cut wages for the park as well as would be good exposure for their program on Facebook.
- b. Londa Bennett also reported that she met with Donnie Meyer and Denise McKee to discuss pool maintenance concerns and go over pool applications. She also offered to come in during her spring break to discuss details further.
- c. Mrs. Bennett stated that she has had some conversations with Bryan Williams about her helping out with arranging Free Swim Nights. She has a few groups lined up as well as Push Play Entertainment is ready for contract as well as Greek's Pizza has given verbal commitment.
- d. Stephen Bill asked if the PSC planned to host another swim meet this summer. Mrs. Bennett replied that PSC plans to host meet the last weekend in June.
- e. Stephen Bill also asked how many free swims we typically held. Mrs. Bennett responded that we usually have 7-8 per summer.
- f. Jennifer Roberts asked Londa Bennett if she could help put some job descriptions together. Mrs. Bennett said that she has dated job descriptions, but that she can start working on putting current descriptions together.
- g. Londa Bennett informed that the PSC was also interested in working the free swim nights and would be very helpful with deck supervision. Mrs. Bennett will make sure that they have volunteer waiver forms and background checks completed if they help.
- h. Stephen Bill asked if there were other swim clubs that have partnerships with local pools. Londa Bennett responded that the Noblesville Master Swim Club manages the pool at Forest Park. They rent the pool for \$1/year, and run all aspects of the pool, yet with caps on maintenance. Mrs. Bennett added that we would definitely have to start from rock bottom. Laretta Gray also asked how much do we get for a Free Swim Night. Londa Bennett replied it costs \$600.00 and an additional \$400.00 if they wish to have a sign made.
- i. Bryan Williams asked if Londa Bennett had any ideas for an individual to replace her. Mrs. Bennett indicated that she has reached out to two individuals, but no interest. Mrs. Bennett offered to help about 15 hours per week throughout the summer. Stephen Bill suggested that we look into a partnership with the YMCA. Bryan Williams approved Mrs. Bennett to continue working on preparations for the summer as she has time.

VII. Sports Complex

- a. Todd Miller reported on the Sports Complex. Mr. Miller indicated that the Rugby Lease has been signed and that the PHMS lease is out and soon to be signed.
- b. Mr. Miller stated that he had planned to fertilize the fields this week, but too cold. Mr. Miller also plans to pour concrete pad to lay field material, the second week of March.
- c. Mr. Miller reported that he was contacted by a league that runs Hit, Run, Pitch Youth Competitions and wants to use our fields on Saturday, May 18, 2019 with a possible Sectional competition later – TBD. Mr. Miller is very interested in this program as they have nice grants for turf fields.

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- d. Mr. Miller announced that he is meeting with PBA World Series representatives on March 7, 2019 to talk details of the program. Mr. Miller advised more information to come as well as plans to set up meetings with community groups/businesses.
- e. Mr. Miller stated that ball programs are set to start in two weeks and plans to have fields ready.
- f. Mr. Miller presented his initial Sports Package in which he plans to provide better display/binder to businesses in the area. He plans to offer four different sponsorships–
 - 1. Website coverage
 - 2. Diamond –signage front of park and score tables and back of fields
 - 3. Drive Way Package – flags 4x8, sponsor flags throughout the sports complex and coverage on FB/Website plus get Sponsor Day at the park where they can set up table/booth about their business
 - 4. Premier –Overall Sponsor/Main Sponsor at the Park –big sign at entrance, batting cages, concessions—they would be the prominent sponsor of the park; no price will be set-open to discussion.--Todd Miller will be starting this week working on these sponsorships –also waiting for a response from potential main sponsor (one of the hospitals in the area).
- g. Mr. Miller stated PJBL will start 3/27/19 and PHMS will start 3/5/19.
- h. Joshua Ring asked if we are still targeting travel leagues and leagues to be hosted by the park. Mr. Miller replied yes and plan to have a tournament Memorial Day Weekend. Also, after July/PJBL, plans to get more tournaments in the months of August, September and October and will continue to bring in more tournaments. Mr. Ring asked if football and rugby have tournaments. Mr. Miller replied that he talked with Curt Trout about growing his program, but that football program is very small at this time.
- i. Bryan Williams asked Todd Miller when he meets with World Series group that he inquire about their roster books/how many teams they expect to bring. Mr. Miller stated that this group has not hosted much of these tournaments in the past, but willing to help them. Mr. Williams expressed he wants the community to be heavily involved with this tournament to assure return for years to come.

VIII. New Business

- a. Revised 2019 Salary Resolution –presented by Bryan Williams. Specifically, resolution addresses Donnie Meyer’s approved salary at \$48,000.00 and establishes Director range of \$55-\$60,000.00. Motion by Jennifer Roberts, second by Stephen Bill, all in favor, revised salary resolution approved.
- b. Historical Museum Lease --Bryan Williams addressed the need to sign new lease with the Museum. Bill Davisson asked if Board wishes to make a couple of changes ---adding provision should Museum wish to do construction beyond minor repair, they must seek Park Board approval as well as limited lease to 1 year renewable lease. Board asked Mr. Davisson to make these changes and present to the Board at the next meeting.
- c. Rugby Lease – Bryan Williams presented the Rugby Lease and asked for Park Board approval. Motion by Jennifer Roberts, second by Joshua Ring, all in favor, motion approved.

VIII. Old Business

- a. Park Projects- Capital Project
 - a. Joshua Ring reported that bid deadline and review scheduled for Tuesday, March 5, 2019. Bryan Williams, once bids are received, he will get with Ron Barnhart to set date for Special Meeting.
- b. Friends of the Park
 - i. Denise McKee reported on the FOFP. Mrs. McKee reported that the group recently approved their membership fees -- \$25 for individual and \$50 for family (best for insurance purpose versus Jr. Memberships).
 - ii. Mrs. McKee also reported that they are starting to get Heritage Fair applications.
 - iii. Mrs. McKee informed the Park Board that the FOFP will be having their first membership drive on March 3, 2019 at 11:00 am at the same time as the Dog Park Grand Opening Ceremony.
- c. Dog Park
 - i. Donnie Meyer reported that there will be a free standing sign in the front of the dog park and may need to put signs up to prevent parking on the grass.
 - ii. Denise McKee announced that we will be hosting the Dog Park Grand Opening Ceremony on Saturday, March 9, 2019 at 11 am. Several students from the Summa Cum Laude Project will be attending/speaking as well as have lined up several speakers from the community to share words of appreciation/congrats to the group. Further, Seedy Sally will be donating 3 free giveaways and free bag of dog treats. All 20 corporate sponsors plan to attend as well.
- d. Log Cabin
 - i. Laurette Gray reported that the group is doing great on raising their funds.

X. Superintendent Report

- a. None to Report

XI. Approval of claims from December 2018

The Register of Claims for January 2019. Motion by Brian Slick. Second motion by Steve Denny, approval by all. Members present did sign the January 2019 Register of Claims. Denise McKee will submit to the Town Clerk.

7:27 Meeting adjourned by Bryan Williams.