



## TOWN COUNCIL AGENDA

Brownsburg Town Council Meetings are live-streamed and archived.

They are available at <https://www.brownsburg.org/591/Live-Archived-Meetings>.

**DATE OF MEETING:** Thursday, February 12, 2026, 7:00 p.m. **Doors Will Open to Public at 6:45 p.m.**

**PLACE OF MEETING:** Brownsburg Town Hall - 61 N. Green St. Brownsburg, IN 46112

1. **CALL TO ORDER BY PRESIDING OFFICER**
2. **INVOCATION/PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CITIZENS COMMENTS RELATING TO AGENDA FOR FEBRUARY 12, 2026**
5. **CONSENT ITEMS**

- 5.1. January 22, 2026 Regular Meeting Minutes

Documents:

[5.1. JANUARY 22, 2026 REGULAR MEETING MINUTES.PDF](#)

6. **BID OPENING AND/OR AWARD**
7. **REPORTS FROM COMMISSIONS AND BOARDS**

- 7.1. Board of Zoning Appeals Report – (Lauren Bouslog, Planner)

Documents:

[7.1. BOARD OF ZONING APPEALS REPORT.PDF](#)

- 7.2. Advisory Plan Commission Report – (Lauren Bouslog, Planner)

Documents:

[7.2. ADVISORY PLAN COMMISSION REPORT.PDF](#)

8. **TOWN ADMINISTRATIVE ITEMS**
9. **PARK AUTHORITY ITEMS**

- 9.1. Park Authority Report – (Amber Lane, Director of Parks)

Documents:

[9.1. PARK AUTHORITY REPORT.PDF](#)

**10. PREVIOUSLY CONSIDERED ITEMS**

**11. NEW FOR CONSIDERATION**

- 11.1.** Introductory Item – Lee Property Proposed Rezone with Annexation - (Lauren Bouslog, Planner)

Documents:

[11.1 CRG RESIDENTIAL INTRODUCTORY ITEM SYNOPSIS.PDF](#)

**12. TOWN MANAGER ITEMS**

**13. CLERK-TREASURER ITEMS**

**14. TOWN COUNCIL ITEMS**

**15. TOWN ATTORNEY ITEMS**

**16. CITIZEN'S COMMENTS**

**17. ADJOURNMENT**

The Town of Brownsburg acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretive services, alternative audio/visual devices, and amanuenses) for participation in or access to Town sponsored public programs, services, and/or meetings, the Town requests that individuals make requests for these services two business days ahead of the scheduled program, service, and/or meeting. To make arrangements, contact us at (317) 858-6028.

# **BROWNSBURG TOWN COUNCIL MEETING MINUTES**

## **REGULAR MEETING**

**Thursday, January 22, 2026, 7:00 p.m.**

Brownsburg Town Council Meetings are live-streamed and archived

**01. CALL TO ORDER BY PRESIDING OFFICER** – Town Council President Ben Lacey called the meeting of the Brownsburg Town Council to order at 7:00 p.m. on January 22, 2026 in the Brownsburg Town Hall, 61 N. Green Street.

**02. INVOCATION/PLEDGE OF ALLEGIANCE** – Pastor Jim Bohrer, Pastor for the Brownsburg Police Department, gave the invocation followed by the Pledge of Allegiance.

**03. ROLL CALL** – Members of the Council present were Ben Lacey, Matt Simpson, Travis Tschaenn, Glenn Adams and Cindy Hohman. Also present, were Clerk Treasurer, Ann Hathaway; Debbie Cook, Town Manager and Scott Krapf, Town Attorney.

**04. CITIZENS COMMENTS RELATING TO JANUARY 22, 2026 AGENDA –**

Rules were read by Scott Krapf, Town Attorney, FBT Gibbons  
Rob Kendall – 624 South Grant Street

**05. CONSENT ITEMS**

**05.01.** The January 5, 2026 Special Meeting Minutes were considered. Matt Simpson made a motion to approve the minutes. Travis Tschaenn seconded the motion. Passed 5-0.

**05.02.** The January 8, 2026 Regular Meeting Minutes were considered. Travis Tschaenn made a motion to approve the minutes, as presented. Matt Simpson seconded the motion. Passed 5-0.

**05.03.** The Civil Town and Fire Territory Claims Docket for January 8, 2026 through January 22, 2026, in the amount of \$4,610,074.68 was considered. Matt Simpson made a motion to approve the docket, as presented. Cindy Hohman seconded the motion. Passed 5-0.

**06. BID OPENING AND/OR AWARD** – None.

**07. REPORTS FROM COMMISSIONS AND BOARDS –**

**07.01.** Police Department Report – Chief Joe Grimes presented his report to the Council. He briefly discussed policy that is being looked at. There were no questions from the Council.

**07.02.** Fire Territory – Chief Larry Alcorn presented his report to the Council. He noted that the current recruitment class will be graduating on March 5, 2026. He also mentioned the medic truck accident and slide off. He is still awaiting the report from the review board. There were no questions from the Council.

**08. TOWN ADMINISTRATIVE ITEMS –**

**08.01.** Street Department Report – Aaron Love, Street Superintendent, presented his report to the Council. He added that they will begin moving on to some larger maintenance road projects, other than resurfacing. Also, they are preparing for the upcoming winter storm. Matt Simpson asked about road temperature for the salt to work properly. There were no further questions.

**09. PARK AUTHORITY ITEMS –**

**09.01.** Park Authority Report – Amber Lane, Director of Parks and Recreation, presented her 2025 Year in Review report to the Council. There no questions from the Council.

**10. PREVIOUSLY CONSIDERED ITEM –**

**10.01.** Appointment to Indianapolis Water Service Advisory Board – Ben Lacey, Town Council President, asked for a Council vote to fill this position. Travis Tschaenn made a motion appoint Frank Monts. Matt Simpson seconded the motion. Passed 5-0.

**11. NEW FOR CONSIDERATION –**

**11.01. Resolution #2026-03 –** A Resolution of the Brownsburg Town Council Adopting Policies for use of Public Property, Key and Key Fob use, and designating the Town Council Spokespersons – Debbie Cook, Town Manager, presented this resolution to adopt a policy for the use of public property to establish clear guidelines regarding the use of public property in the Town, to the Council. The Resolution would also adopt a policy for the use of keys and key fobs to establish clear guidelines regarding the issuance, use, and management of Town-issued keys and electronic key fobs. The Resolution would designate the Council spokespersons to establish clear communication on behalf of the Council. Glenn Adams asked (inaudible) .. Ben Lacey responded stating that this resolution is specifically for elected officials, whereas, Resolution 2025-22 establishing the employee handbook was not as specific. Debbie Cook stated that the council room, along with all other rooms, have calendars and are reserved, as needed. Glenn Adams then stated that he was not aware of those specific procedures. Discussion ensued. Matt Simpson made a motion to approve Resolution #2026-03, as presented. Cindy Hohman seconded the motion. Passed 5-0.

**11.02.** Motion to Accept Notice of Surplus Items of the Brownsburg Police Department and Removal of Items as Arsenal Inventory so as to be Transferred for Private Ownership – Chief Joe Grimes asked for this resolution so that the Police Department could present the firearm of retiree, Jeff Klayer, to him. Travis Tschaenn made a motion to accept this notice of Surplus Items. Matt Simpson seconded the motion. Passed 5-0.

**12. TOWN MANAGER ITEMS – None.**

**13. CLERK-TREASURER ITEMS –**

**13.01.** Conflict of Interest – Ann Hathaway, Clerk Treasurer, asked for acknowledgment of filed conflict of interest form. All acknowledged.

**14. CITIZENS COMMENTS –**

Chuck Danbom – 510 South School Street  
David Warswick – 148 Brooks Bend  
Rob Kendall – 624 South Grant Street

**15. TOWN COUNCIL ITEMS –**

Ben Lacey commented on the importance of inclusivity and communication, as it applies, to a recent incident.

**16. TOWN ATTORNEY ITEMS – None.**

**17. ADJOURNMENT –** Cindy Hohman motioned to adjourn at 7:52 p.m.

These minutes are a summary of actions taken at the Brownsburg Town Council meetings. The full video archive of the meeting is available for viewing <https://brownsburgin.new.swagit.com/videos/371566> for as long as this media is supported.

Brownsburg Town Council

By: \_\_\_\_\_  
Ben Lacey, President

ATTEST:

By: \_\_\_\_\_  
Ann Hathaway, Clerk-Treasurer



## **BOARD OF ZONING APPEALS SUMMARY**

Meeting Date: January 12, 2026

Meeting Recording Link: <https://brownsburgin.new.swagit.com/videos/371749>

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### **Determination of Quorum**

1. Members Present: Humphreys, Webb, Bonick, Scowden, Stinson

### **Approval of Previous Meeting minutes**

1. DECEMBER 8, 2025 MINUTES - REGULAR MEETING

**Approved**, all in favor

### **Approval of Findings of Fact/Reports of Determination**

1. BZDV-25-5      MARDALE DR SETBACK REDUCTION      DEVELOPMENT STANDARDS  
VARIANCE

**Approved**, all in favor

2. BZUV-25-2      509 N GREEN ST RESIDENTIAL USE IN C1      DEVELOPMENT STANDARDS  
VARIANCE

**Approved**, all in favor

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### *Cases and Results*

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### **Hearing of Requests for Continuance**

1. None

### **Continued Public Hearings**

1. None

### **Old Business**

1. None





## **ADVISORY PLAN COMMISSION SUMMARY**

Meeting Date: January 26, 2026

Meeting Recording Link (Regular Meeting): [N/A](#)

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The January cases were moved to the February 23rd APC meeting. The meeting was cancelled due to the weather.



**To:** Park Authority

**From:** Amber Lane  
Parks Director

**cc:** Deb Cook  
Town Manager

**Date:** February 5, 2026

## **Park Operations Executive Summary**

January operations focused on proactive winter maintenance, trail corridor safety, environmental restoration preparation, and facility upkeep. These efforts improve long-term asset management, enhance safety and accessibility across the park system, and position key amenities and natural areas for the upcoming spring and summer seasons.

### **Trail & Natural Resources Management**

- Tagged trees along the B&O Trail (Ronald Reagan Pkwy to CR 900) in preparation for invasive species clearing operations.
- Cleared debris from Hornaday Rd to CR 300 to support habitat restoration efforts and improve mowing and maintenance access.
- Removed outdated wooden log bollards along the B&O Trail.
- Removed unused U-channel sign posts along the B&O Trail to reduce hazards and improve corridor aesthetics.

### **Facilities & Asset Maintenance**

- Descaled additional splash pad features to extend equipment lifespan and maintain operational readiness.
- Pressure washed the Stephens Park shelter due to some paint left behind by a park user.

### **Infrastructure & Operations Improvements**

- Repaired fence damage along the White Lick Creek Greenway caused by a fallen tree.
- Installed additional stone in maintenance shop areas to improve drainage, functionality, and durability.

### **Winter Operations & Weather Response**

- Logged **93 staff hours** clearing snow and ice on **street plow routes 6 and 8**, as well as within **parks and along trails**, supporting safe travel and continued public access during January weather events.

**Outdoor Classroom New Play Feature**

The Town of Brownsburg Parks recently installed a new Play & Learn College in the Outdoor Classroom of Williams Park, made possible through a grant from the Parks Foundation of Hendricks County. A brief ribbon-cutting ceremony was held with the Parks Foundation and donors to celebrate the addition. Staff are excited to begin using this new feature in both existing programs and future nature-based offerings. The Play & Learn College will enhance hands-on learning, imaginative play, and outdoor education opportunities for preschool and youth programming moving forward



**Work Orders in the Last 30 Days**

Work Category	Work Orders Completed
Building Maintenance	62
General Maintenance	21
Equipment Maintenance	6
Grounds Maintenance	26
Inspections	93
Other	38
Event Set-Up	0
Natural Areas Restoration	2
<b>Total</b>	<b>248</b>

*Work Category Descriptions*

- **Building Maintenance** – Includes janitorial tasks such as trash removal, restroom cleaning, and shelter or indoor rental room upkeep, as well as facility repairs, upgrades, and maintenance of park buildings.
- **General Maintenance** – Covers a wide range of tasks including electrical work, painting, pressure washing, general repairs, and other routine maintenance needs.
- **Equipment Maintenance** – Involves daily, weekly, and monthly maintenance of the splash pad, as well as preventive maintenance on playgrounds, vehicles, and other park equipment.
- **Grounds Maintenance** – Encompasses landscaping and natural resource tasks such as trail upkeep, pollinator and rain garden maintenance, mowing, and vegetation management.
- **Inspections** – Includes routine checks of playgrounds, buildings, vehicles, and park zones. Often paired with litter removal, weed control, and identifying future maintenance needs.
- **Other** – Administrative tasks such as meeting with contractors, researching replacement products, and supporting park and natural resource operations beyond physical maintenance.

- **Event Set-Up** – Assistance provided to the Recreation Division for setting up and preparing for special events and programs.
- **Vandalism** – Response to graffiti, intentional damage, or other destructive behaviors observed in the parks.

**Indoor Facility Utilization (Rentals) - January**

Facility Name	Days Reserved	Hours Reserved	Total Attendance
Bundy Lodge	11	63	490
Eaton Hall	14	67	613
<b>Total</b>	<b>25</b>	<b>130</b>	<b>1,103</b>

**Outdoor Facility Utilization (Rentals) – January**

Shelter Location	Number of Rentals	Total Attendance
Arbuckle Acres Park	0	0
Williams Park	0	0
Stephens Park	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Dog Park Membership Passes – November**

Pass Type	Total Passes
Small Dog	177
Large Dog	433
<b>Total</b>	<b>610</b>

**Recreation Executive Summary**

**Volunteer Activity: January 2026**

Volunteers	Current Month	Current Year-to-Date
New Registrations	13	13
Opportunity Responses	35	35
Volunteer Hours	18.01	18.01
<b>Volunteer Value</b>	<b>\$572.72</b>	<b>\$572.72</b>

**Post-Event Summary – Brownsburg Parks Events**

**Little Sprouts**

Both sessions of **Little Sprouts: Snowy Science** were full this month, with preschoolers exploring the science of winter through hands-on activities. Littles followed the journey of a snowflake, got their wiggles out during a winter freeze dance, tried their hand at ice fishing, and explored snowy sensory bins. The favorite activity of the day was the iceberg hop, which brought lots of excitement and movement to the session.



**Upcoming Programs and Events – January**

**February 7, 2026**

- **SOLD OUT – Father-Daughter Dance** – 6:00–9:00 PM, Connection Pointe Christian Church
  - Annual themed dance providing a memorable evening experience for families with light refreshments and entertainment.

**February 14, 2026**

- **Morning Bird Hike / Great Backyard Bird Count** – 9:00 AM, Williams Park
  - Guided naturalist program contributing to a global citizen-science initiative while educating participants on local bird species.
- **Weed Wrangle** – 1:00–3:00 PM, Williams Park
  - Volunteer habitat restoration event supporting invasive species removal.

**February 17, 2026**

- **SOLD OUT – Feathered Friends (Little Sprouts Nature Discovery)** – 10:00–11:00 AM, Bundy Lodge.
  - Early childhood nature education program featuring themed learning, crafts, and sensory activities.

**February 18, 2026**

- **SOLD OUT – Feathered Friends (Little Sprouts Nature Discovery)** – 10:00–11:00 AM, Bundy Lodge
- **Weed Wrangle** – 1:00–3:00 PM, Arbuckle Acres Park
  - Volunteer habitat restoration event supporting invasive species removal.

**February 27, 2026**

- **SOLD OUT – Moms, Minis & Manis** – 6:30–9:00 PM, Eaton Hall,
  - Mother-Daughter engagement event.

## MEMORANDUM

Department of Development Services

Date: 02/06/2026

To: Deb Cook, Town Manager

From: Lauren Bouslog, Planner I

Subject: Parcel North of 56th St Meijer- Proposed PUD Development from CRG Residential

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This is an informational item only; no action is expected or required of the Town Council. In keeping with a policy of introducing rezone proposals to Council prior to the public hearing at the Advisory Plan Commission, staff would like to share an overview of a proposed multifamily project that includes a commercial site on the southwest portion of the property.

The location of this proposed project is the Lee property, a 25-acre parcel located directly north of the new Meijer grocery store development (Parcel ID: 32-08-06-300-001.000-015). The Lee property is bordered by N CR 900 E to the west and the Ronald Reagan Parkway to the east. A map of the site has been included with this memo.

The applicant, CRG, last proposed a development for this property back in August 2024. CRG and the property owner would like to re-introduce a revised plan for PUD zoning consideration along with an annexation of the property into the Town of Brownsburg. The site meets town requirements for annexation. The updated plan consists of 10 multifamily buildings with 272 total units, all of which are 1-bedroom (53%) and 2-bedroom (47%) units. The applicant has reduced the density by 30 units. The plan presented in August 2024 had proposed 302 units. In addition, there are a combined 496 total parking spaces which consist of both covered and surface parking. On the southwest portion of the property, adjacent to one of the Meijer commercial outlots, CRG is proposing a 5,400 s.f. commercial building that will be marketed for build-to-suit or lease. Possible uses for this commercial building could include medical offices, coffee, fitness, etc.

# LOCATION MAP

