

**Carmel/Clay Board of Parks and Recreation
Annual and Regular Park Board Meeting
Tuesday, January 14, 2014, 6:00 p.m.
Monon Community Center**

Members Present: Donna Cihak Hansen, James Engledow, Wendy Franklin, Kathie Freed, Joshua Kirsh, Jenn Kristunas, Richard Leirer, Linus Rude, Rich Taylor

Others Present: Mark Westermeier, Director; Michael Klitzing, Assistant Director; Audrey Kostrzewa, Business Services Manager; Debra Grisham, Park Board Attorney

Roll Call, Call to Order & Pledge of Allegiance

Board President Engledow welcomed everyone to the Annual and Regular Park Board Meeting. After Mr. Leirer called the roll, Board President Engledow called the meeting to order at 6:01 p.m. followed by the Pledge of Allegiance.

Public Comments

There were no public comments.

Staff Reports

Assistant Director Klitzing stated that the standard monthly reports were included in the packets. He also announced that after the next Park Board Meeting (January 28, 2014) there would be a public meeting to obtain input on the Brookshire Golf Course.

The Department will receive two Indiana Park and Recreation Association (IPRA) awards at the IPRA banquet on Thursday. The 'Good to Great' Award of Excellence is for the Department's educational videos. The second award goes to Jack Langston as the 'Outstanding Volunteer.' Mr. Langston also serves on the Mayor's Youth Council.

Assistant Director Klitzing recently participated on the Program Committee in Charlotte, North Carolina, to select the 2014 programs/sessions for the annual conference. The Department is proud to announce that four proposals submitted by staff were selected for this fall. Presenters include Assistant Director Klitzing, Director Westermeier, Marketing Manager Lindsay Labas, and Aquatics Manager Eric Mehl.

Lastly, Assistant Director Klitzing stated he is finalizing the Department's self-assessment. This report will be submitted to CAPRA (Commission for the Accreditation of Park and Recreation Agencies) in anticipation of our site visit in March.

Committee Reports

Personnel Committee – Richard Leirer

Mr. Leirer stated that that Personnel Committee has not met, but a meeting will be scheduled soon.

Finance Committee – Richard F. Taylor III

Mr. Taylor announced that there is no planned meeting for January. Any future meetings will be held after the restructuring of the committees.

Properties Committee – Wendy Franklin

Ms. Franklin said that the Properties Committee did not meet in December, and she, too, will wait until the committees have been established.

Nominating Committee – Joshua A. Kirsh

Mr. Kirsh stated that he is more than willing to answer any questions related to the Nominating Committee.

Action Items

Minutes – December 10, 2013 Park Board Meeting

Mr. Leirer made a motion to approve the minutes as presented, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

Minutes – December 16, 2013 Park Board Meeting

Mr. Leirer made a motion to approve the minutes as presented, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

City of Carmel Financial Report

Mr. Taylor made a motion to acknowledge receipt of the City of Carmel Financial Report for December 2013, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

Clay Township Financial Report

Mr. Taylor made a motion to acknowledge receipt of the Clay Township Financial Report for December 2013, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

CCPR P&L Statements

Mr. Taylor made a motion to acknowledge receipt of the CCPR P&L Statements for December 2013, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

Claim Sheet January 14, 2014

Mr. Taylor made a motion to approve the Claim Sheet as presented, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

Clay Township Claim Sheet January 14, 2014

Mr. Taylor made a motion to approve the Clay Township Claim Sheet as presented, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

Monetary Gifts, Grants, Partnership, and Sponsorships – Audrey Kostrzewa

Ms. Kostrzewa provided information regarding donations that were received in December 2013. A motion was made by Mr. Kirsh to acknowledge receipt as presented, seconded by Ms. Kristunas, and passed 8 – 0 with one abstention (Rich Taylor).

Election of Park Board Officers for 2014 – President and/or Nominating Committee

Mr. Kirsh presented the slate of officers for 2014 as proposed by the Nominating Committee: Secretary – Joshua Kirsh; Treasurer – Jenn Kristunas; Vice President – Rich Taylor; and President – James Engledow. Mr. Kirsh made the motion to accept the slate of officers as presented. The motion was seconded by Ms. Cihak Hansen, and unanimously passed 9 – 0.

Park Board Committee Appointments – President Engledow

Board President Engledow explained that there are three standing committees for the Park Board. He announced his appointments as follows: Finance Committee: Jenn Kristunas as Chair, Rich Taylor and Joshua Kirsh as Members; Personnel Committee: Linus Rude as Chair, Jenn Kristunas and Donna Cihak Hansen as Members; Properties Committee: Richard Leirer as Chair, Wendy Franklin and Rich Taylor as Members.

Park Board Appointment to Plan Commission – President Engledow

Board President Engledow stated Mr. Kirsh has volunteered to continue to serve on the Plan Commission. With that being said, Board President Engledow re-appointed Mr. Kirsh to the Plan Commission.

Ms. Franklin asked about her role as liaison to the Parks Foundation. Board President Engledow apologized for this oversight and asked if she wanted to continue and she said yes. Board President Engledow stated that Ms. Franklin will continue to be the liaison to the Parks Foundation and emphasized that this is another role that is best served with consistency.

Ratification of 2013 General fund End of Year Budget Line Transfers – Michael Klitzing

Assistant Director Klitzing advised that this is the annual housekeeping task as required by the State Board of Accounts that mandates all budget lines be at a positive or a zero balance. These line transfers are within the same categories allowing the Park Board to take the necessary action.

Mr. Leirer made a motion to ratify the 2013 end of year budget line transfers as presented. The motion was seconded by Ms. Franklin, and unanimously passed 9 – 0.

Consideration of Resolution B-2014-001 establishing the Monon Community Center Pass Rates – Michael Klitzing

Assistant Director Klitzing provided an overview of pass rates, including the increases within the past few years. At this time, no increase in pass rates is requested; however, staff will continue to assess usage trends throughout the year for possible, future adjustments. Lastly, this particular resolution clarifies our current pass rates and will ensure compliance with CAPRA standards (documentation to approve and/or reaffirm pass rates).

Mr. Taylor made a motion to waive the reading of Resolution B-2014-001 and enter it into action. Mr. Kirsh seconded the motion, and it was unanimously passed 9 – 0. Next, Mr. Taylor made a motion to approve Resolution B-2014 -001 as presented. Mr. Kirsh seconded the motion, and it was unanimously passed 9 – 0.

Consideration of Resolution P-2014-001 adopting the Nepotism and Contracting Policy – Michael Klitzing

Assistant Director Klitzing asked that the Board consider this policy as it is a requirement under Indiana Code Section 36-1-10.2 and 36-1-21. It is also an accreditation requirement that the Department have a nepotism and contracting policy. The nepotism policy is modeled after our existing one in the Personnel Handbook and has been enhanced to better address individual circumstances. The contracting policy is a new one and addresses specific situations directly related to contracts.

Mr. Leirer made the motion to waive the reading of Resolution P-2014-001 and enter it into action. The motion was seconded by Mr. Kirsh, and unanimously passed 9 – 0. Then Mr. Leirer made a motion for approval of Resolution P-2014-001 as presented. The motion was seconded by Mr. Kirsh, and it was unanimously passed 9 – 0.

Consideration of Water Walk Feature Replacements for The Waterpark – Michael Klitzing

Assistant Director Klitzing described the new water walk replacements to be considered by the Board. The existing floats and cargo net are slowly deteriorating and have already exceeded their life expectancy. Staff recommends replacing the current features with more visually attractive features such as the floating dragon, lily pads, and a red cargo net.

Mr. Leirer made a motion to accept the proposal from Playtime for the water walk feature replacements in the amount of \$26,800. Mr. Kirsh seconded the motion. There was a brief discussion regarding weight limit (if any) and if the deteriorated floats are recyclable. Director Westermeier also added that the dragon was selected as our swim team is named Sea Dragons. Board President Engledow called for the vote which was unanimously passed 9 – 0.

Consideration of AquaClimb Feature for The Waterpark – Michael Klitzing

Assistant Director Klitzing advised that AquaClimb is a fun and different feature. It is a proposed replacement for the existing diving board in The Waterpark's Deep Pool. The Deep Pool meets all the necessary requirements. Since the climbers fall into the water, no ropes or harnesses are used. The diving board, while very popular, causes a great number of rescues. Often youths who are not good swimmers must be pulled out by the lifeguards. The AquaClimb is a skill-based feature and would be a great addition to The Waterpark. The Department needs to have a nice mix of active components and the AquaClimb will complement the existing FlowRider. Lastly, the top panel of the AquaClimb provides opportunities for promotional sales to increase revenue opportunities.

After brief discussion, Mr. Taylor made a motion to accept the proposal from Spear Corporation for an AquaClimb in the amount of \$67,500 using Special Purchasing Methods based on the dollar and percentage discounts received off market price. The motion was seconded by Mr. Kirsh, and unanimously passed 9 – 0.

Consideration of Matters regarding the Founders Park Pavilion Project – Mark Westermeier

Director Westermeier stated there were no items at this time.

Attorney's Report

Tort Claims

Ms. Grisham announced that we have no active tort claims at this time. All claims that had been filed have been denied.

General

At an upcoming meeting, we will make the necessary appointments for the Common Construction Wage so committee members can meet to establish the wage for the dog park project. Also, we have received notice of a new, proposed development that is near West Park.

Director's Report

Director Westermeier stated that his report was included in the packet. He also stated that he attended the Clay Township Board Meeting last Tuesday and provided a summary of our 2013 activities and upcoming 2014 projects.

Discussion Items

There was no discussion at this time.

Information Items

Plan Commission – Joshua A. Kirsh

Mr. Kirsh updated the Park Board on a proposal for about 425 units south of Main Street and east of Meridian. This mixed-use proposal consists of townhomes, apartments, senior living, and hotel all on a 30-acre parcel of land with a 5-acre retention pond. Discussion followed with questions about density and the impact on schools. Mr. Kirsh added that most proposals are requests to rezone commercial areas to residential.

School Board Kathie Freed

Ms. Freed stated that she was reappointed to the Park Board at the reorganization meeting last night. Also at the meeting was a presentation about the circuit breaker legislation. Hamilton County stands to lose quite a bit of money because of commercial areas decreasing. Senate Bill 517 could result in a loss of \$13 million for Hamilton County. School superintendents are meeting with mayors, council members, etc. to come up with a resolution to let people know how these cuts will affect schools, specifically transportation.

Parks Foundation – Wendy Franklin

Ms. Franklin stated she met with staff regarding an art display at the Monon Community Center.

Board Comments

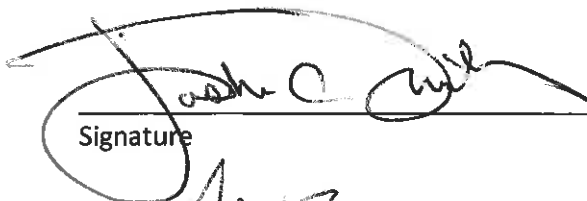
Ms. Franklin asked Ms. Freed to thank the superintendent for timely school cancellations.

Board President Engledow thanked the 2013 officers, and committee members, and staff for an outstanding year. He also stated he appreciates the opportunity to serve as Park Board President again.

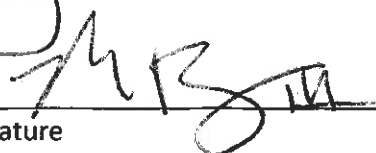
Adjournment

There being no further business, Ms. Freed made a motion to adjourn, seconded by Ms. Cihak Hansen with no objections. The meeting was adjourned at 6:27 p.m.

Approved,



Signature



Signature

JAN 28, 2014

Date

1/28/14

Date