

**Carmel/Clay Board of Parks and Recreation
Tuesday, February 11, 2014, 6:00 p.m.
Monon Community Center**

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

Members Absent: Wendy Franklin, Richard Leirer

Others Present: 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 meeting and asked Mr. Kirsh to call the roll. Mr. Kirsh stated there was a quorum, at which time 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

Video Presentation – *Preserving the Future: Going Green and Staying Green*

Assistant Director Klitzing introduced the video, which is the latest in a series of educational videos produced with WFYI Productions. This third video highlights the green friendly and environmental friendly practices of Carmel Clay Parks & Recreation. This particular theme also coincides with the National Recreation & Park Association's (NRPA) Three Pillars: Conservation (*Environmental Stewardship*); Health & Wellness; and Social Equity.

The video was viewed at this time.

Assistant Director Klitzing said that there are two more videos to come. One will focus on CCPR serving the underserved in the community and the second will address the Department contributing to the health and wellness of the community.

Assistant Director Klitzing stated that most of the monthly reports were included in the packets, except for the financial reports that were not available upon packet assembly.

Assistant Director Klitzing announced staff changes at the Monon Community Center. Susan Beaurain recently submitted her resignation. He thanked Ms. Beaurain for her leadership and wished her nothing but the best in her future endeavors. He also announced that her successor, Kurtis Baumgartner, has already been promoted to the Division Manager.

Assistant Director Klitzing said that he has been focusing his time and energies in preparing for our accreditation visit. Late last month, we submitted our 125-page self-assessment report to the Commission for Accreditation of Park and Recreation Agencies (CAPRA). Two commissioners reviewed our documentation and gave us the green light for our next step, which is the onsite visitation March 16 – 19, 2014. Assistant Director Klitzing mentioned that the Park Board Members might have an opportunity to meet our visitors. He thanked the Department's staff for their preparation of the necessary materials to prove we are one of the top parks and recreation agencies in the country. Right

now, there are about 120 accredited park systems. When you consider every city, county, and state has its own park system, there are literally tens of thousands of park systems throughout the country that are eligible to become accredited.

Last month, Indiana Park and Recreation Association (IPRA) honored the Department with the Award of Excellence for two of our educational videos (*Planting Seeds: The Birth & Growth of Carmel Clay Parks & Recreation*; and *Tending the Garden: Your Role within the Board of Carmel Clay Parks & Recreation*). Jack Langston, President of the Mayor's Youth Council, received the Outstanding Volunteer award. Mr. Langston represented Carmel very well with his acceptance speech. Board President Engledow commended staff and WFYI for a job well done.

Committee Reports

Personnel Committee – Linus Rude

Mr. Rude stated that there was nothing to report.

Finance Committee – Jenn Kristunas

Ms. Kristunas stated that there was nothing to report.

Properties Committee – Richard Leirer

There was no report in Mr. Leirer's absence.

Action Items

Minutes – January 28, 2014 Park Board Meeting

Mr. Kirsh made a motion to approve the minutes as presented, seconded by Ms. Kristunas, and unanimously passed 7 – 0.

Minutes – January 28, 2014 Park Board Special Meeting

Mr. Kirsh made a motion to approve the minutes as presented, seconded by Mr. Taylor, and unanimously passed 7 – 0.

City of Carmel Financial Report

There was no financial report at time of packet assembly.

Clay Township Financial Report

There was no financial report at time of packet assembly.

CCPR P&L Statements

There was no financial report at time of packet assembly.

Claim Sheet February 11, 2014

Ms. Kristunas made a motion to approve the Claim Sheet as presented, seconded by Mr. Taylor, and unanimously passed 7 – 0.

Clay Township Claim Sheet February 11, 2014

Ms. Kristunas made a motion to approve the Clay Township Claim Sheet as presented, seconded by Mr. Kirsh, and unanimously passed 7 – 0.

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

Ms. Kostrzewa announced that the staff contributed \$260.00 in January toward the “Jeans Friday” program. A motion was made by Mr. Kirsh to acknowledge receipt as presented, seconded by Ms. Kristunas, and unanimously passed 7 – 0.

Appointment of Common Construction Wage Committee Members – Mark Westermeier

In Director Westermeier’s absence, Assistant Director Klitzing asked that the Board appoint Roger Smith and C. William Wright to the Common Construction Wage Committee. The Department is preparing to release the bid for the Central Park North Campus East Bundle Project (aka Dog Park).

Mr. Taylor made the motion to appoint to the Common Construction Wage Committee for all applicable public works projects awarded by the Park Board within 3 months of the wage rate determination, Roger Smith as the industry representative and C. William Wright as the taxpayer who pays the tax that will be the funding source for the project and resides in Hamilton County, where the project is located. The motion was seconded by Ms. Kristunas. After a brief discussion, the motion was unanimously passed 7 – 0.

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

Assistant Director Klitzing stated the project is moving forward and is on schedule.

Board President Engledow informed everyone that Director Westermeier was at the Parks, Recreation and Arts Committee Meeting (City of Carmel) and therefore not able to attend the Park Board Meeting

Attorney’s Report

Tort Claims

Ms. Grisham said that there had been one tort claim filed, investigated, and denied since her last report.

General

The Common Construction Wage Committee will meet at 9 a.m. on March 4, 2014 at the Monon Community Center. Also, Ms. Grisham is investigating details of the one-year delay of the employer mandate as it relates to the Affordable Care Act.

Director’s Report

In Director Westermeier’s absence, Board President Engledow stated that the Director’s Report was included in the packet.

Discussion Items

Mr. Taylor inquired about the Carmel Dads’ Club and their scheduled use of the Founders Park sports fields. Assistant Director Klitzing responded nothing is finalized, but that the Department continues to work them.

Information Items

Plan Commission – Joshua Kirsh

Mr. Kirsh provided the most recent update on the proposed development at 12121 Shelbourne Road. The Commission has accepted the builder’s density change to 1.3. Mr. Kirsh commended the builder for the amount of open space (equivalent to three football fields) within the development.

School Board Kathie Freed

Ms. Freed stated that the School Board met last night, and the meeting will be televised soon.

Parks Foundation – Wendy Franklin

There was no report in Ms. Franklin's absence.

Board Comments

Mr. Kirsh said that it was bittersweet to hear of Ms. Beaurain's departure.

Mr. Kirsh said he and his son participated in the Parent/Child swim class, which was awesome. He also was quite enthusiastic about the upcoming Urban Backyard Conservation on April 1, 2014 and asked others to enroll in this class.

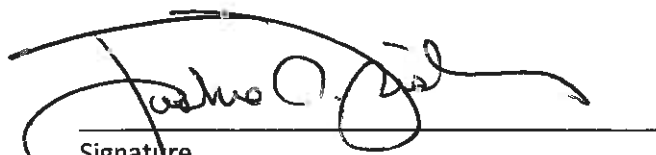
Mr. Taylor stated it was great to see that the number of volunteers continuing to serve the Department.

Mr. Taylor expressed his interest in hearing more about the park maintenance survey. Assistant Director Klitzing said that he would ask John Gates to present information on this topic at the first meeting in March.

Adjournment

There being no further business, Mr. Kirsh made a motion to adjourn, seconded by Mr. Taylor with no objections. The meeting was adjourned at 6:37 p.m.

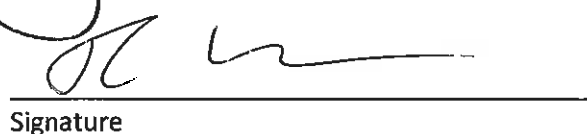
Approved,



Signature

Feb 25, 2014

Date



Signature

2/25/14

Date