

Carmel/Clay Board of Parks and Recreation
Tuesday, May 13, 2014, 6:00 p.m.
Monon Community Center
Revised Minutes

Members Present: Donna Cihak Hansen, James Engledow, Wendy Franklin, Kathie Freed, Joshua Kirsh, Jenn Kristunas, Richard Leirer (*left meeting at 6:55 p.m.*), Linus Rude, Rich Taylor

Others Present: Mark Westermeier, Director; Michael Klitzing, Chief Operating Officer (COO)

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

Aquatics – Eric Mehl

Eric Mehl, MCC Assistant Director, presented information regarding the aquatics operations. Park Board Members discussed the cabana rentals at length.

COO Klitzing stated that the standard monthly reports were included in the Park Board packets. Membership passes are at a high level reflecting the possible need to increase the fitness component. The Department is working with Williams Architects to explore this opportunity. Dedication of the Founders Park Pavilion is May 27, 2014 at 3 p.m. Park Board Members should expect an invitation soon, if not already received.

The Department will be meeting with Councilor Luci Snyder, Chairperson of the Finance (Administration and Rules) Committee for the City of Carmel and the Clerk-Treasurer's Office about the possibility of creating a non-reverting operating fund to accommodate Founders Park Pavilion rentals and dog park revenues. Dog park construction has begun and a special committee will be formed with staff and interested individuals from the community to provide valuable feedback on concepts and assist in operational policies.

Mr. Leirer left the meeting at 6:55 p.m.

Committee Reports

Personnel Committee – Linus Rude

Mr. Rude stated that the Personnel Committee had not met.

Finance Committee – Jenn Kristunas

Ms. Kristunas stated that the Finance Committee would meet June 18, 2014 at 6 p. m. in the Administrative Offices.

Properties Committee – Richard Leirer

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

Action Items

Minutes – April 22, 2014 Park Board Meeting

Mr. Kirsh made a motion to approve the minutes as presented, seconded by Ms. Kristunas, and passed 5 – 0 with 3 abstentions (Ms. Cihak Hansen, Ms. Franklin, and Mr. Taylor).

City of Carmel Financial Report for April 2014

Ms. Kristunas made a motion to acknowledge receipt of the City of Carmel Financial Report for April 2014, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Clay Township Financial Report for April 2014

Ms. Kristunas made a motion to acknowledge receipt of the Clay Township Financial Report for April 2014, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

CCPR P&L Statements for April 2014

Ms. Kristunas made a motion to acknowledge receipt of the CCPR P&L Statements for April 2014, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Claim Sheet May 13, 2014

Ms. Kristunas made a motion to approve the Claim Sheet as presented, seconded by Mr. Taylor, and unanimously passed 8 – 0.

Clay Township Claim Sheet May 13, 2014

Ms. Kristunas made a motion to approve the Clay Township Claim Sheet as presented, seconded by Mr. Taylor, and unanimously passed 8 – 0.

Monetary Gifts, Grants, Partnership, and Sponsorships for April 2014 – Audrey Kostrzewa

In Ms. Kostrzewa's absence, COO Klitzing asked that the Park Board acknowledge the donation of \$74 from staff for the "Jeans Friday" program. A motion was made by Mr. Kirsh to acknowledge receipt as presented, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

Consideration of entering into a Transportation Services Agreement with Safe Passage Transportation Services, Inc. – Michael Klitzing

COO Klitzing stated that it was once again time to secure bus services to transport participants and staff during summer camps. The Department has been using Safe Passage since 2008. Safe Passage has been very responsive and is able to provide any necessary ADA accessible buses if needed.

Mr. Taylor made a motion to accept the proposal from Safe Passage Transportation Services, Inc. for summer camp transportation and authorize the President or Vice President to sign a Transportation Services Agreement in an amount not to exceed \$88,000. The motion was seconded by Mr. Kirsh and unanimously passed 8 – 0.

Authorization to compensate Carmel Clay Schools for use by Summer Camps – Michael Klitzing

COO Klitzing requested approval to compensate Carmel Clay Schools for two of their facilities this summer. The final prices should not increase more than 10% from the previous year. The 2014 cost will be lower than 2013 since two summer camps will be using the new Founders Park Pavilion.

Ms. Kristunas made a motion to authorize payment to Carmel Clay Schools for use of school facilities by the Department's summer camps in an amount not to exceed \$35,000. The motion was seconded by Mr. Kirsh and unanimously passed 8 – 0.

Consideration of Resolution G-2014-002 Naming the New Pavilion in Founders Park – Michael Klitzing

COO Klitzing explained that in December 2003, the Department received a \$100,000 grant from the Legacy Fund as a result of a donation from the Ralph L. Wilfong Conservation and Community Foundation Charitable Trust. The grant was to be used for the development of Founders Park and at the time, the Park Board made a commitment to properly recognize Mr. Wilfong when appropriate. With the recent development of Founders Park, the Department recommends naming the new pavilion in honor of Mr. Wilfong calling it the Ralph L. Wilfong Pavilion. Board President Engledow said he recalled this generous contribution and the Department's subsequent commitment.

Mr. Kirsh made a motion to waive the reading of Resolution G-2014-002 and enter it into action. The motion was seconded by Ms. Kristunas and unanimously passed 8 – 0. Mr. Kirsh further made a motion to approve Resolution G-2014-002 as presented, seconded by Mr. Taylor, and unanimously passed 8 – 0.

Consideration of Quote for CCPR Fiber Optic Cable Project – Mark Westermeier

In addition to the cover sheet in the Park Board packet, Director Westermeier provided detailed information relative to the Department's present and future need for additional bandwidth.

Mr. Taylor made a motion to approve the expenditure of an amount not to exceed \$50,000 for the CCPR Fiber Optic Cable Project and delegate to the Park Board President, the Park Department Director, and the Park Board Attorney the authority to execute a contract with the lowest responsible and responsive quoter to have the work completed. The motion was seconded by Ms. Kristunas and unanimously passed 8 – 0.

**Consideration of Matters regarding Construction Projects – Mark Westermeier
Founders Park Pavilion Project and Central Park Dog Park**

There was no discussion or action taken.

Attorney's Report

Tort Claims and General

There was no report in Debra Grisham's absence.

Director's Report

Director Westermeier stated he had a few additions to the Director's Report that was included in the Park Board packets. Kurtis Baumgartner, MCC Director, has established an MOU (Memorandum of Understanding) with the Carmel Police Department to house the Bike Patrol Division at the Monon Community Center in a room adjacent to the Skate Park. The police cars and bicycle patrols will enhance safety in Central Park and the Monon Greenway.

The Waterpark will open on time. However with the long winter, the Department is about one month behind overall due to the cold, severe weather. Issues include shifted concrete, broken welds, etc. Also, Memorial Day weekend arrives early this year (May 24, 2014). We are also experiencing plumbing issues as two pipes recently broke inside the MCC within the last couple of weeks.

In partnership with the Carmel Clay Public Library, both Founders and West Parks are sites for a book-lending program (Little Free Libraries). If successful, we may expand to other parks.

In cooperation with the City of Carmel, there are/will be three bike repair stations at MCC East, and the south and north trailheads. The repair stations will have tools and air pumps. These are great additions to the Monon Greenway.

Discussion Items

There was no discussion.

Information Items

Plan Commission – Joshua Kirsh

Mr. Kirsh provided up-to-date information regarding Monon Lake. This manmade lake and its surrounding property is already zoned for 28 homes; however, the developer is asking the Plan Commission to rezone the area so they can add more units to the project. Mr. Kirsh stated he is opposed to the rezoning petition.

School Board – Kathie Freed

Ms. Freed thanked the Department for its afterschool program as the school year comes to an end. The next School Board meeting is May 19, 2014 at which time they will honor its retirees.

Parks Foundation – Wendy Franklin

Ms. Franklin reported that the next Parks Foundation meeting is Thursday (May 15, 2014), but she is unable to attend.

Board Comments

Mr. Taylor recognized the Department for achieving its third year as a Partner in Prevention through Stewards of Children, a child sexual abuse prevention program. COO Klitzing said that credit goes to Ben Johnson and the ESE staff for going through the necessary training provided by Chaucie’s Place. He also announced that this program will be brought into the Monon Community Center, especially focusing on KidZone.

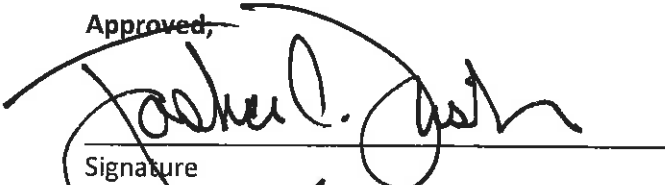
Mr. Rude recognized Boy Scout Troop 576 on their merit badge work and commended the nine members who picked up trash and debris along the Monon Greenway.

Ms. Franklin addressed the Board regarding the role of a Park Board Member.

Adjournment

There being no further business, Mr. Kirsh made a motion to adjourn, seconded by Ms. Kristunas with no objections. The meeting was adjourned at 7:01 p.m.

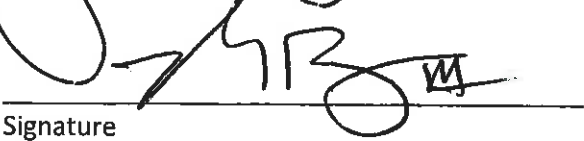
Approved,



Signature

6-18-14

Date



Signature

6-18-14

Date