

**Carmel/Clay Board of Parks and Recreation**  
**Tuesday, June 14, 2016, 6:00 p.m.**  
**Monon Community Center**

**Members Present:** James Engledow, Wendy Franklin (*arrived at 6:02 p.m.*), Kathie Freed, James Garretson, Joshua Kirsh (*left at 6:57 p.m.*), Jenn Kristunas, Nick Plopper, Linus Rude, Rich Taylor

**Others Present:** Mark Westermeier, Director; Michael Klitzing, Chief Operating Officer (COO Klitzing); Audrey Kostrzewa, Business Services Director; Debra Grisham, Park Board Attorney

**Roll Call, Call to Order & Pledge of Allegiance**

Board President Engledow welcomed everyone to the Park Board Meeting and asked Mr. Kirsh to call the roll. Mr. Kirsh stated that 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.

*(Ms. Franklin arrived after the pledge of allegiance.)*

**Public Comments**

The following individual addressed the Park Board voicing his concerns regarding the lifeguards at The Waterpark.

Eric Morris, 1075 Arlington Court, Indianapolis, Indiana 46280

**Staff Reports**

COO Klitzing stated that the standard staff reports were included in the Board packets. COO Klitzing advised Park Board Members that Lindsay Labas sent an email about the new customer service app and is asking each to use HAPPIFEET during this testing phase.

COO Klitzing announced that progress is being made on the West Park Master Plan. Staff is working with the design team to make sure any proposed plans will not close West Park at any time so it will be less disruptive to the users. We continue to receive input through the website ([yourwestpark.com](http://yourwestpark.com)) and will have intercepts in the park in July and August. There will be one more focus group prior to the design team's presentation to the Board.

Another project has begun with a kick off meeting held last week on the feasibility study for the Central Park Parking Structure Project. American Structurepoint will present phase one of the study to the Park Board on July 12, 2016.

Other updates included the following:

- June 27, 2016 – Kickoff meeting was held with the Carmel Clay Parks Foundation Board Members for their Strategic Plan.
- June 30, 2016 – Kick off meeting for Arterial Trails Operation and Maintenance Study requested by the City of Carmel
- June 14, 2016 – Meeting with architect on The Waterpark Admissions Project; releasing bid documents July 7, 2016; anticipate seeking Park Board approval at August meeting with construction beginning shortly after Labor Day weekend
- Working on 2017 budgets
- Successful weekend at The Waterpark – popular weekend

**Committee Report**

There was no Committee Report.

**Minutes**

**May 10, 2016 Park Board Meeting**

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

**Financial Reports**

**Consolidated Financial Report for April 2016**

Ms. Kristunas made a motion to acknowledge receipt of the Consolidated Financial Report for April 2016, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

**Consolidated Financial Report for May 2016**

Ms. Kristunas made a motion to acknowledge receipt of the Consolidated Financial Report for May 2016, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

**CCPR P&L Statements for May 2016**

Ms. Kristunas made a motion to acknowledge receipt of the CCPR P&L Statements for May 2016, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

**Claims**

**Clay Township Claim Sheet June 14, 2016**

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

**Claim Sheet June 14, 2016**

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

**Monetary Gifts, Grants, Partnerships, and Sponsorships for May 2016 – Audrey Kostrzewa**

Ms. Kostrzewa requested that the Board accept \$266 from Kona Ice and \$300 from Fanfare Tickets. A motion was made by Mr. Kirsh to accept the items as presented, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

**New Business**

There was no New Business.

*At this time, COO Klitzing answered questions by Mr. Garretson relative to the previously passed P&L statements.*

**Old Business**

**Central Park West Commons**

**Updates – Mark Westermeier**

Director Westermeier provided an update on West Commons including electrical needs and unplanted vegetation.

**Change Order – Mark Westermeier**

There was no change order to be addressed by the Park Board at this time.

**Attorney's Report**

Ms. Grisham reported that no new tort claims have been filed. Continue to work with representatives on Sunrise on the Monon toward completion of the park development plan. Currently working on bid documents for The Waterpark Admissions Project. Ms. Grisham also reported that she attended the recent annual municipal lawyers seminar and will provide updates to the Park Board in July.

**Director's Report**

Director Westermeier stated that his report was included in the Board packet. Director Westermeier mentioned that he agrees with Mr. Morris in that lifeguard training is substantially different today than it was 18 years ago.

Director Westermeier advised that prior to opening the Lazy River this summer, work had to be done on it. He said the problems continued to get worse and the cost of the repairs are not known yet. Due to excavation underneath the Lazy River, the surface could not be re-compacted and a flowable fill was necessary. This fill was relatively expensive, yet it was the only choice for a strong hold.

Another issue was a rooftop chiller that stopped working causing a temperature spike in the building. Staff did what they could to keep the chillers cool prior to replacing three fans.

Mr. Garretson said that during his first trip into The Waterpark, he observed many lifeguards congregating in an area, and it appeared they were not working. Director Westermeier interjected that at the time of Mr. Garretson's visit, there was a shift change requiring lifeguards to wait for their assignments. Discussion followed. Director Westermeier extended an invitation to Park Board Members to visit The Waterpark for an extended period of time and personally witness 'behind the scenes' operations.

Mr. Taylor asked about the new program with IWF/NWF. Director Westermeier said for the past year and a half, staff has offered a program geared towards adults and children working in a classroom together. So far this type of programming has not been successful despite offering it at different locations and different times. Discussion followed.

Mr. Taylor asked about the capital asset plan. COO Klitzing replied that Eppley's team is presently looking at starting Phase 2 to identify the scope and move forward. Phase 2 will result in creating the model for Central Park and use this model system-wide. The assembled team for this project was the same team that developed a plan for the National Park Service.

Mr. Taylor asked if there were any long-term capital financing plans. COO Klitzing said nothing has been developed yet, and he will be working with Board President Engledow. Mr. Taylor said he is interested in this project.

**Information Items**

School Board – Ms. Freed announced that there was a (*Carmel Clay*) School Board Meeting the previous night. She said the next one is June 27, 2016, and the public is always welcome to attend.

Parks Foundation – Ms. Franklin announced that the Parks Foundation met last week and elected new officers. Mostly discussion has been on holding off until the Strategic Plan is in place.

Plan Commission – Mr. Kirsh said that walkability makes Carmel (Central Indiana) more economically prosperous. A brief explanation followed.

Mr. Kirsh announced that he has now taken on a role in the City Engineering Department. A brief discussion followed.

**Park Board Comments / Discussion**

Board President Engledow publicly thanked Richard Leirer for his time serving on the Park Board.

Board President Engledow requested that Ben Johnson provide updates on ESE and summer camps to the Park Board in the near future. Mr. Kirsh added that he would like to hear from Lindsay Labas (*Marketing*) as well.

Mr. Rude commented on CCPR running the ESE program in the schools and wondered how many other park systems do the same. COO Klitzing responded with names of local agencies providing this service.

*(Mr. Kirsh left the meeting 6:57 p.m.)*

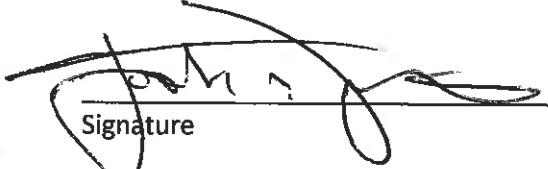
Board President Engledow asked Nick Plopper (new Park Board Member) to introduce himself. On a side note, Mr. Plopper said that he worked as a head lifeguard at Meridian Hills Country Club many years ago. Mr. Plopper thanked Director Westermeier and COO Klitzing for an excellent park tour. He said he was currently an attorney who practices law with his father. He then provided a brief background and said he was very excited to be on the Park Board.

Mr. Taylor asked about the flashing strobe signs on the Monon Trail. Director Westermeier said that 136<sup>th</sup> and 106<sup>th</sup> Streets are the first ones to have these, and he is working with Hamilton County on 106<sup>th</sup> Street as this is under the County's jurisdiction. Discussion followed about pedestrian traffic and the important education necessary to keep people safe.

**Adjournment**

There being no further business, a motion was made by Mr. Rude, seconded by Ms. Kristunas, and without objection, Board President Engledow adjourned the meeting at 7:05 p.m.

Approved,

  
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Signature

7/12/16  
\_\_\_\_\_  
Date

Kathy J Inred  
\_\_\_\_\_  
Signature

7/12/16  
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Date