

Carmel/Clay Board of Parks and Recreation
Tuesday, June 13, 2017, 6:00 p.m.
Monon Community Center

Member(s) Present: Katie Browning, James Engledow, Wendy Franklin, James Garretson, Joshua Kirsh, Nick Plopper, Linus Rude, Rich Taylor (*arrived at 6:08 p.m.*)

Member(s) Absent: Jenn Kristunas

Others Present: Mark Westermeier, Director; Michael Klitzing, Chief Operating Officer (COO Klitzing); 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. Board President Engledow called the meeting to order at 6:05 p.m. followed by the Pledge of Allegiance.

Public Comments

There were no public comments.

Staff Reports

(Standard reports were included in the Board packet.)

Finance Committee Report

In Ms. Kristunas' absence, COO Klitzing stated he expects the Finance Committee to meet on July 17, 2017 at 6:00 p.m. in the Administrative Offices. He advised that the Department is currently in the midst of the budget process.

Minutes

May 9, 2017 Park Board Meeting

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

(Mr. Taylor arrived at this time.)

Financial Reports

Consolidated Financial Report for April 2017

Mr. Taylor made a motion to acknowledge receipt of the Consolidated Financial Report for April 2017, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

CCPR P&L Statements for May 2017

Mr. Taylor made a motion to acknowledge receipt of the P&L Statements for May 2017, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Claims

Claim Sheet June 13, 2017

Mr. Taylor made a motion to approve the Claim Sheet as presented, seconded by Mr. Kirsh. Mr. Garretson questioned what measures are taken to identify ways to conserve energy. COO Klitzing responded that the Monon Community Center is basically on a computerized system that is assessed by engineers from time to time to ensure it is working at the optimized level.

Director Westermeier added that within the last six months, he met with the original designer of the building's electrical system. The designer said that our system is as efficient as anything on the market, but we might consider LEDs (*lighting*) in the gyms and aquatics. In the next year or so, staff will look at the cost of redesign and replacement for those two areas. Board President Engledow called for the vote and the motion was unanimously passed 8 – 0.

Clay Township Claim Sheet June 13, 2017

Mr. Taylor made a motion to approve the Clay Township Claim Sheet as presented, seconded by Mr. Kirsh. Mr. Rude asked about the Indianapolis Scale Company. COO Klitzing said the scales are for the splash pad at West Commons as mandated by IDEM (*Indiana Department of Environmental Management*). Director Westermeier stated it is a chemical feed system and the chemicals are weighed prior to use with the well water that feeds the splash pad feature. Board President Engledow called for the vote and the motion was unanimously passed 8 – 0.

Monetary Gifts, Grants, Partnerships, and Sponsorships for May 2017 – Audrey Kostrzewa

In Ms. Kostrzewa's absence, COO Klitzing presented the following: \$289 from Kona Ice; \$13,000 from Pepsi Bottling Group, LLC; and \$3,000 from Gramercy of Carmel. A motion was made by Mr. Kirsh to accept the items as presented. Mr. Garretson asked about the purpose of the donation from Gramercy of Carmel. A brief discussion followed. The motion was seconded by Mr. Taylor and unanimously passed 8 – 0.

New Business

There was no new business.

Old Business

Consideration of Resolution G-2017-001 Adopting the Schematic Design for the West Park – The Groves Phase I Project – Michael Klitzing

COO Klitzing introduced Gregg Calpino of SmithGroupJJR, who was accompanied by Jon Ruble and Frank Parisi. An overview of the schematic design of The Groves Project followed. (*PowerPoint presentation titled 'West Park Implementation: Phase 1, The Groves'*)

Mr. Garretson made a motion to waive the reading of Resolution G-2017-001 and enter it into action, seconded by Mr. Plopper, and unanimously passed 7 – 0*. Mr. Garretson made a motion to approve Resolution G-2017-001, seconded by Mr. Rude, and unanimously passed 7 – 0*.

**Mr. Kirsh stepped out of the meeting for approximately 10 minutes and was not in attendance when the vote was taken; however, he signed Resolution G-2017-001 upon his return.*

Authorization to Bid the Central Park West Commons Phase II Project – Michael Klitzing

COO Klitzing spoke about phase two of West Commons, which is a supplement to the existing amenities. This phase will include a shade structure, seating, connecting trail to the playground area from the perimeter trail, additional bike racks, and trash enclosure (*illustrations of shade structure and trash enclosure provided in the Board packet*). Mr. Taylor said he personally witnessed the need for the trash enclosure and commended staff on making these additions.

Mr. Garretson asked if the Department was successful in renting the shelters. COO Klitzing replied that the Department elected not to rent the shelters this year due to the volume of traffic and no guarantee that parking spaces would be available. Shelter rentals will be revisited in 2018. Mr. Garretson asked if an employee was onsite. COO Klitzing explained that the Department uses a contractor to clean on a routine basis. A brief discussion followed.

Mr. Garretson made a motion to authorize The Schneider Corporation, the Chief Operating Officer, and the Park Board Attorney to take all steps necessary and appropriate to bid the Central Park West Commons Phase II Project, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

First Amendment to Transportation Services Agreement with Safe Passage Transportation Services, Inc. – Michael Klitzing

COO Klitzing stated that the Park Board recently approved an agreement for bus service; however, since that time, a number of campers at Founders have required certain accommodations. In order to insure the Department continues to meet ADA (*Americans with Disabilities Act*), an amendment is necessary to provide appropriate bus service for all of its campers.

Mr. Kirsh made a motion to approve the additional expenditure of \$5,360 to Safe Passage Transportation Services, Inc. for additional 2017 summer camp transportation services, and authorize the CCPR Director or Chief Operating Officer to sign the First Amendment to the 2017 Transportation Services Agreement that will revise the schedule and increase the vendor compensation by \$5,360 to an aggregate amount not to exceed \$110,360.00, seconded by Mr. Garretson.

Mr. Taylor asked if it was necessary to bring such action to the Board as the amendment results in such a small dollar figure (*\$5,360*). COO Klitzing said that authorized change orders within certain thresholds are only available during capital projects. However, it may be time to revisit the purchasing rules that were approved by the Park Board a number of years ago in order to update and streamline processes. A short discussion followed.

Board President Engledow called for the vote and the motion was unanimously passed 8 – 0.

Attorney's Report

Ms. Grisham said one tort claim was received last week regarding a trip and fall on the Hagan-Burke Trail. Litigation regarding the individual who allegedly sprained her ankle is ongoing with the trial date in October.

Ms. Grisham is waiting for a response from the attorney of M/I Homes in addressing the Bonbar property; no disagreement is anticipated. She continues to work with the engineers and architects on current projects: Central Park West Commons Phase II Project; Monon Community Center Entrance and Fitness Expansion Project; and Central Park Drive West Enhancement Project.

Ms. Grisham will be attending a municipal lawyers seminar June 22 and 23 with a report forthcoming.

Director's Report

Director Westermeier stated his report was included in the Board packet.

Information Items

School Board – Ms. Browning announced that the Class of 2017 graduated on May 25th with over 1,200 students; this is the last graduating class born in the 20th century (1990s). The new principal for Carmel High School will be Dr. Thomas Harmas; he is the current Creekside Middle School Principal. Mrs. Lila Jay will become the new Principal of Smoky Row Elementary; she is the current Carmel Middle School Principal. Stakeholder meetings for the middle school positions will start immediately so their replacements will be filled by August.

Parks Foundation – Ms. Franklin stated that the June 22nd meeting will be rescheduled for review of the revised strategic plan.

Plan Commission – Mr. Kirsh said the Plan Commission continues to meet and everything is status quo; he is available to answer any specific questions. Mr. Kirsh voiced his concern about public safety regarding the proposed drive-through coffee shop on Main Street. Discussion followed.

Mr. Kirsh stated that several projects are in progress, and carmellink.com is a great resource. Mr. Kirsh mentioned that 136th and Gray is behind schedule due to utility coordination and will open by the end of July. Mr. Kirsh spoke briefly about other projects.

Park Board Comments / Discussion

Mr. Rude asked about the broken water meter at West Park as mentioned in the (*Park*) Maintenance Division monthly report for April 2017. COO Klitzing replied that this meter services the splash pad and irrigation system. Staff is working with utilities on a credit.

Mr. Taylor said he was happy to see the change in the volunteer program and the number of volunteer initiatives included in the Board packet. He also thanked staff for inviting Board Members to the Alta presentation on the path study. It was really eye opening in regard to the intricacies of the cost and challenges that the city as a whole faces in trail maintenance.

Mr. Kirsh said that while at the pool on Sunday (*June 11, 2017*), he was amazed to see such a large number of people enjoying the facility. He commended the leadership of The Waterpark, which looked amazing. Mr. Kirsh relayed that the slide in the new activity feature was super-fast!

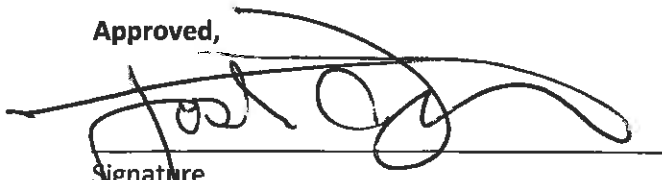
Board President Engledow said he was surprised at the constant flow of people in Carey Grove Park. He also commended the staff and its contractors in doing a very nice job on the internal landscaping of the parks.

Mr. Plopper said he was looking forward to attending the upcoming Monon Mixer.

Adjournment

There being no further business, a motion was made by Mr. Rude, seconded by Ms. Browning, and without objection, Board President Engledow adjourned the meeting (7:38 p.m.).

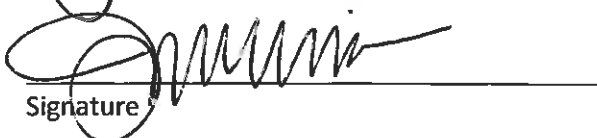
Approved,



Signature

7/11/17

Date



Signature

11 July 2017

Date