

**Carmel/Clay Board of Parks and Recreation
Tuesday, March 10, 2015, 6:00 p.m.
Monon Community Center**

Members Present: James Engledow, Wendy Franklin, Kathie Freed, James Garretson, Joshua Kirsh, Jenn Kristunas, Linus Rude, Rich Taylor

Member Absent: Richard Leirer

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

Public Comments

There were no public comments.

Staff Reports

COO Klitzing provided charts showing tremendous growth (9%) in MCC passes even with the recent fee increase. He also reminded Park Board Members about the Grand Plaque presentation to the City Council on Monday, March 16, 2015, at 6 p.m. COO Klitzing responded to questions regarding passes, programs, and financial assistance.

Committee Reports

Personnel Committee – Rich Taylor

Mr. Taylor said that the Committee met and developed performance objectives for Director Westermeier. Discussion followed. Mr. Taylor said that he would send an email with the performance objectives to the Director and Board Members for comment and consideration. Board President Engledow said that edification of the performance objectives by the full Board would be acceptable.

Finance Committee – Jenn Kristunas

Ms. Kristunas said the Committee met last week, reviewed the timeline for finance meetings, and discussed the Committee's responsibilities and future funding. The next meeting will be June 15, 2015 at 6 p.m. in the Administrative Offices.

Properties Committee – Joshua Kirsh

Mr. Kirsh announced that the Properties Committee will meet soon.

Action Items

Minutes – February 10, 2015 Park Board Meeting

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

Consolidated Financial Report for February 2015

Ms. Kristunas made a motion to acknowledge receipt of the Consolidated Financial Report for February 2015, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

CCPR P&L Statements for February 2015

Ms. Kristunas made a motion to acknowledge receipt of the CCPR P&L Statements for February 2015, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Claim Sheet March 10, 2015

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

Clay Township Claim Sheet March 10, 2015

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

Monetary Gifts, Grants, Partnerships, and Sponsorships for February 2015 – Audrey Kostrzewa

Ms. Kostrzewa requested that the Board accept two donations: \$350.00 from Allegion for the Sweethearts Formal and \$146 from CCPR Staff for the Jeans Friday scholarship program. A motion was made by Mr. Kirsh to accept the donations as presented, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

Consideration of Resolution G-2015-003 Adopting the 2015-2019 Carmel Clay Parks and Recreation Master Plan – Michael Klitzing

COO Klitzing explained the two-step process requiring Board action. The first step is to authorize the Park Board President and Secretary to sign the Assurance of Compliance as it relates to the Rehabilitation Act of 1973. The second step is to approve the Resolution adopting the new Master Plan.

Mr. Taylor made a motion to authorize the Park Board President and Secretary to sign the Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

Ms. Kristunas made a motion to waive the reading of Resolution G-2015-003 and enter it into action, seconded by Mr. Kirsh, and unanimously passed 8 – 0. Ms. Kristunas followed with a motion to approve Resolution G-2015-003, seconded by Ms. Franklin, and unanimously passed 8 – 0.

Consideration of Quotes to Purchase Fitness Equipment – Kurtis Baumgartner

Mr. Baumgartner, Monon Community Director, stated the need for new treadmills at the Fitness Center, which is the main revenue generator for the facility. Mr. Baumgartner provided history of the equipment and the current cost of repairs. Users clearly preferred three of the five demo units placed in the Fitness Center last December.

Ms. Kristunas made a motion to accept the quote from Direct Fitness Solutions and authorize the Chief Operating Officer to execute a purchase order in the amount of \$79,812.39 to purchase the identified Precor fitness equipment, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Ms. Kristunas made a motion to accept the quote from Woodway USA, Inc. and authorize the Chief Operating Officer to execute a purchase order in the amount of \$142,131 to purchase the identified Woodway fitness equipment and seconded by Mr. Kirsh.

Mr. Garretson inquired about other possibilities for disposal of the old equipment through either auction or donation. Mr. Rude suggested scrapping the equipment. Board President Engledow thanked the Board Members for their suggestions, and Director Westermeier said he would do further research. Board President Engledow called for the vote and the motion was unanimously passed 8 – 0.

Authorization to Bid the Founders Park Lighting Project – Michael Klitzing

COO Klitzing spoke of the need for lighting with the addition of the Wilfong Pavilion. Staff is working with The Schneider Corporation to develop bid specifications. The anticipated cost is under \$100,000. Brief discussion followed regarding zoning and dark-sky requirements.

Ms. Kristunas made a motion to authorize The Schneider Corporation, the Director and the Park Board Attorney to take all steps necessary and appropriate action to bid the Founders Park Lighting Project, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Consideration of Matters regarding Central Park Dog Park – Mark Westermeier

Director Westermeier said there were no matters requiring the attention of the Park Board at this time.

Attorney's Report

Tort Claims

Ms. Grisham stated that no new tort claims have been filed since the last meeting.

General

Ms. Grisham stated that the Legislature is considering a number of laws. One being considered that could impact the Department is the common construction wage law, also known as the prevailing wage. Another bill is the placement of public utilities in public right-of-ways. Discussion followed regarding the common construction wage and its possible impact on projects.

Director's Report

Director Westermeier stated he had a couple of updates in addition to his report that was included in the packet.

The contractor has been working on installation of fences and gates at the Dog Park.

The tree evaluation within the parks system is almost finished, as the last of the dead trees along the Monon have been removed.

New gym curtains have been installed. These curtains are more of a screen creating a better visual of what is going on in the gyms. There are some new cushions along the edge adding a fresh look.

COO Klitzing responded to Mr. Taylor's question on the Department's ADA plans. The contractor will be back in April to complete the actual audits followed by a written report three to six months afterwards.

Discussion Items

Mr. Rude asked about lights in the new tunnel under 31 on the Monon. Director Westermeier stated this is an INDOT project with no available electricity at this time. No timeline has been provided. The cameras belong to the City.

Mr. Kirsh asked if the people counters are installed in the MCC. COO Klitzing said we are finalizing the camera system that will let us know, plus or minus a person, how many people are in the building at any given time.

Information Items

Plan Commission – Joshua Kirsh

Mr. Kirsh attended the Plan Commission’s annual in-service. There were discussions on good practices, bad practices, and overall landscaping. The City’s Arborist was there as well.

With the Meridian corridor overlay, Liberty Fund is proposing construction of a one or two-story building on the northeast corner of 111th Street and Meridian. Most of the land will be left as is with a pervious parking lot and walking surfaces in addition to bio retention areas.

School Board – Kathie Freed

Ms. Freed said the School Board met last night, and they learned how technology is coming into the schools. School Board Members will be attending the upcoming National School Board Association gathering in Nashville, Tennessee.

Parks Foundation – Wendy Franklin

Ms. Franklin said she will have a report next month regarding arts.

Board Comments


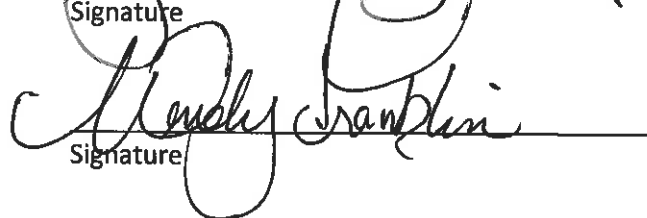
Mr. Taylor apologized for missing the last couple of meetings.

Mr. Kirsh commented on photos in the new Escape Guide relating to the Flow Tour Competition on July 25, 2015.

Adjournment

There being no further business, Ms. Kristunas made a motion to adjourn, seconded by Mr. Kirsh with no objections. The meeting was adjourned at 7:05 p.m.

Approved,


Signature

Signature

APRIL 17, 15
Date
April 14, 15
Date