

**Carmel/Clay Board of Parks and Recreation
Tuesday, September 9, 2014, 6:00 p.m.
Monon Community Center**

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

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 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 6:02 p.m. followed by the Pledge of Allegiance.

Public Comments

Matthew Snyder of the Clay Township Board addressed the Park Board regarding the Department's cost recovery, specifically the Monon Community Center (MCC). Mr. Snyder said he supports increasing rates for the MCC. It is important that the Department be run like a business. Moreover, it is apparent that if the MCC is running at 100% cost recovery, then it is being run efficiently.

Staff Reports

COO Klitzing stated that the standard staff reports were included in the packets. He will be sending out a survey to Board Members on possible dates for a joint meeting with the City Council and Clay Township Board to review the five-year Comprehensive Master Plan.

Committee Reports

Personnel Committee – Linus Rude

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

Finance Committee – Jenn Kristunas

Ms. Kristunas stated that the Finance Committee met and supports the motions brought to the Board tonight (rates and revenue policy).

Properties Committee – Richard Leirer

Mr. Leirer announced that the Properties Committee will meet September 15, 2014 in the Conference Room at the Administrative Officers.

Action Items

Minutes – August 26, 2014 Park Board Meeting

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

City of Carmel Financial Report for August 2014

Ms. Kristunas made a motion to acknowledge receipt of the City of Carmel Financial Report for August 2014, seconded by Mr. Leirer, and unanimously passed 9 – 0.

Clay Township Financial Report for August 2014

Ms. Kristunas made a motion to acknowledge receipt of the Clay Township Financial Report for August 2014, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

CCPR P&L Statements for August

Ms. Kristunas made a motion to acknowledge receipt of the CCPR P&L Statements for August 2014, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

Claim Sheet September 9, 2014

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

Clay Township Claim Sheet September 9, 2014

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

Monetary Gifts, Grants, Partnerships, and Sponsorships for August 2014 – Audrey Kostrzewa

Ms. Kostrzewa presented the sponsorships and donations for August. She mentioned that in the report, there is a donation from the Carmel Clay Parks Foundation for Summer Camp Scholarships. Reporting of this donation was inadvertently delayed. A motion was made by Mr. Kirsh to acknowledge receipt as presented, seconded by Mr. Taylor, and unanimously passed 9 – 0. Board President Engledow stated that the Board appreciates the monetary support of the Parks Foundation and apologizes for the delay in recognizing their generous donation.

Consideration of Resolution P-2014-003 Amending the Revenue Policy – Michael Klitzing

COO Klitzing stated that all Park Board policies will be reviewed on a regular basis in anticipation of the Department's accreditation. At this time, the Revenue Policy is being updated to reflect current position titles, the addition or elimination of facilities, and current cost recovery mandates. A lengthy discussion followed regarding discounts for veterans and active military. The Revenue Policy does not establish rates, it only provides the mechanism to do so. A motion was made by Mr. Taylor to table Resolution P-2014-003 and send back to the Finance Committee for further discussion. The motion was seconded by Mr. Kirsh and unanimously passed 9 – 0.

Consideration of Resolution B-2014-007 to Adopt Monon Community Center Rates – Michael Klitzing

COO Klitzing reviewed the proposed rates and advised that they were the basis for the pass revenue projections included in the 2015 budget. He stated that the Department is working closely with the Silver Sneakers program to offer seniors the opportunity to use the MCC through their insurance provider. The Department would then receive a predetermined amount for each senior's visit from a third party to cover membership costs. Lengthy discussion followed regarding senior rates (new and grandfathered), volunteers, cabana revenue, like-agencies, and scholarships.

Ms. Kristunas made a motion to waive the reading of Resolution B-2014-007 and enter it into action. The motion was seconded by Mr. Kirsh and passed with 8 ayes and 1 nay (Ms. Cihak Hansen).

Ms. Kristunas made a motion to approve Resolution B-2014-007 as presented, seconded by Mr. Kirsh, and passed with 8 ayes and 1 nay (Ms. Cihak Hansen).

Consideration of Quotes to Purchase Fitness Equipment – Michael Klitzing

COO Klitzing provided an overview of the quotes received to purchase new fitness equipment for the Monon Community Center. The Department will be upgrading our cardio equipment to ensure we provide a quality experience for our members.

Mr. Taylor 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 \$101,816.00 to purchase the identified Precor and Stairmaster fitness equipment. The motion was seconded by Mr. Kirsh and unanimously passed 9 – 0.

Mr. Kirsh made a motion to accept the quote from Fitness & Exercise Solutions and authorize the Chief Operating Officer to execute a purchase order in the amount of \$37,342.69 to purchase the identified Octane fitness equipment. The motion was seconded by Ms. Kristunas. Mr. Rude asked if this equipment puts us ahead of other fitness facilities. COO Klitzing replied that we are on the cutting edge by providing equipment that is currently being used in fitness facilities on campuses and elsewhere. In fact, we will upgrade the remaining cardio equipment in 2015. Board President Engledow called for the vote and the motion was unanimously passed 9 – 0.

Attorney's Report

Tort Claims - General

Ms. Grisham stated that one tort claim involving storm related property damage caused by a tree along the Monon Greenway was denied. The only active claim is one from a woman who injured herself in the (MCC) gym.

Director's Report

In addition to the Director's Report in the packet, Director Westermeier stated the budget workshop with the City Council and Township Board went very well. The FlowRider will stay open until October. Next Monday, the Adaptive Program is having their first FlowRider competition. We hope to add an adaptive category to next year's Pro/Am tour. At Mr. Kirsh's request, Director Westermeier expanded on our adaptive participants (adults and children) who are so successful in using the FlowRider. Mr. Kirsh commended the staff involved.

COO Klitzing stated that weather permitting, the spray parks in West and Inlow Parks will stay open through September.

Discussion Items

Ms. Franklin asked a follow-up question on how military rates might be established. COO Klitzing stated that once the Revenue Policy is approved, then the Board can approve a resolution to amend the rates and adopt the recommended military rates.

Mr. Taylor commented that as we head toward the expiration of COIT (County Option Income Tax), we must be careful in the budgeting process and understand that our pass rates will be the only source of funding for our capital expenditures for this building (MCC), e.g., adding equipment, amenities, replacing carpet, etc. COO Klitzing stated that, at best, we have 11 years left of COIT.

Ms. Cihak Hansen stated that she knows the facility has to be maintained, but wishes there was a more creative way to achieve those means. Mr. Taylor responded that it would be best if the Revenue Policy dealt with increases so there could be smaller increases on a more frequent basis (during the budget cycle). The last increase was almost five years ago. Ms. Freed added that demographics will change and not all Baby Boomers are on a fixed income. Ms. Kristunas stated that the senior population will benefit if the Department is able to finalize an agreement with the Silver Sneakers program. Board President Engledow agreed.

Mr. Kirsh reminded everyone to come out for Porch Fest this weekend.

Information Items

Plan Commission – Joshua Kirsh

Mr. Kirsh stated that the 96th & Keystone sign is due to Penske increasing their parking lot by 100 spaces. Director Westermeier is working with Justin Moffett on property formerly known as Sunrise Golf Course.

School Board – Kathie Freed

Ms. Freed announced that they meet every two weeks and meetings may be viewed on their website. The School Board is working very hard with the new superintendent. Also, negotiations have begun for another teacher contract. The School Board is considering NWEA, a student growth model to assess elementary students on how they grow during the school year.

Parks Foundation – Wendy Franklin

Ms. Franklin announced that the Parks Foundation renewed their support of the camp scholarship fund with a \$3,000 donation.

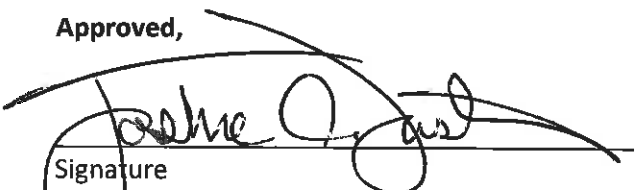
Board Comments

Ms. Kristunas stated that the Finance Committee will meet on Monday, September 29, 2014, at 6 p.m.


Adjournment

There being no further business, Mr. Kirsh made a motion to adjourn, seconded by Ms. Kristunas, and unanimously passed. The meeting was adjourned at 7:19 p.m.

Approved,



Signature



Signature

9-23-14

Date

9/23/14

Date