

**Carmel/Clay Board of Parks and Recreation**  
**Tuesday, October 13, 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 6:03 p.m. followed by the Pledge of Allegiance.

**Public Comments**

There were no public comments.

**Staff Reports**

COO Klitzing presented the Barb King Environmental Stewardship Award that the Department received at the National Recreation and Park Association Conference in September at the "Best of the Best" ceremony where they recognized the national award winners. Mr. Taylor pointed out that this proves the Department can focus on cost recovery and environmental stewardship at the same time.

COO Klitzing stated that the standard staff reports were included in the packet.

**Committee Reports**

There were no Committee Reports.

**Minutes**

**September 8, 2015 Park Board Meeting**

Mr. Kirsh made a motion to approve the minutes, seconded by Ms. Kristunas, and passed 7 – 0 with 1 abstention (Mr. Taylor).

**Financial Reports**

**Consolidated Financial Report for August 2015**

Ms. Kristunas asked when the Finance Committee needs to meet again. COO Klitzing proposed November (*third Monday*). Ms. Kristunas made a motion to acknowledge receipt of the Consolidated Financial Report for August 2015, seconded by Ms. Franklin, and unanimously passed 8 – 0.

**CCPR P&L Statements for August 2015**

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

**CCPR P&L Statements for September 2015**

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

**Claims**

**Claim Sheet October 13, 2015**

Ms. Kristunas made a motion to approve the Claim Sheet as presented, and seconded by Mr. Kirsh. Mr. Garretson suggested that all of the refunds be on a one-sheet summary. COO Klitzing replied that it may be necessary to list the names of the refund recipients, and it would take more staff time to consolidate the report in order to save paper. Director Westermeier stated he would inquire about the options regarding refund reporting. Board President Engledow called for the vote and the motion was unanimously passed 8 – 0.

**Clay Township Claim Sheet October 13, 2015**

Ms. Kristunas made a motion to approve the Clay Township Claim Sheet as presented, seconded by Mr. Kirsh. Mr. Rude asked about the fence repair at the dog park. Director Westermeier answered that smaller dogs were escaping and netting was put in the small dog park. Board President Engledow called for the vote and the motion was unanimously passed 8 – 0.

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

Ms. Kostrzewa requested that the Board accept the monetary gifts, grants, partnerships, and sponsorships received in September. Mr. Garretson asked about the interpretive signage at Founders Park. COO Klitzing explained that the Department will work with Carmel Utilities on interpretative signage to educate the public on how the water works on that site in conjunction with the well and pond. A motion was made by Mr. Kirsh to accept all as presented, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

**New Business**

There was no new business.

**Old Business**

**Accessibility Audit and Transition Plan: Review of Access Audit and Transition Plan Conclusions and Recommendations – Michael Klitzing**

COO Klitzing stated that the Board Members received a copy of the final report received from our consultant John McGovern, President of Recreation Accessibility Consultants, LLC (RAC). Mr. McGovern presented an overview at the September Park Board Meeting and facilitated a public focus group on October 1<sup>st</sup>, which required no amendments to the final report. It is staff's recommendation that the Board formally accept and approve this plan at its November meeting. A lengthy discussion followed.

**Park Board Bylaws: Consideration of Resolution G-2015-005 regarding Amendments to the Bylaws – Debra Grisham**

Ms. Grisham stated that she was happy to answer any questions about the bylaws. Mr. Kirsh made a motion to waive the reading of Resolution G-2015-005 and enter it into business, seconded by Ms. Kristunas, and unanimously passed 8 – 0. Mr. Kirsh made a motion to approve Resolution G-2015-005 as presented, and seconded by Ms. Kristunas. Board President Engledow complimented the Park Board and its attorney on the long, but successful, process. Board President Engledow called for the vote and the motion was unanimously passed 8 – 0.

**Central Park West Commons: Updates – Mark Westermeier**

Director Westermeier said no action was needed; however, he did have some updates. The project is moving forward better than expected. As no bad soil conditions have been found, staff is working with the contractor and architect on the possibility of moving forward with the spray park. Additional savings may result from drilling a well onsite and using well water instead of city water.

**Attorney's Report**

Ms. Grisham reported that there has been one tort claim filed since the last report. A young child and her father were on the Monon Trail near the Monon Community Center (MCC). The father approached an individual with her dog, asked if his child could pet the dog, and the dog bit his daughter in the face. The father took the child into the MCC where she received first aid, and then the parents took her to the emergency room. The investigation is ongoing. The parents feel that the Department is liable for payment of medical expenses with the alleged claim that the staff was negligent in calling the police and making sure they (staff) had obtained identifiable information on the dog's owner.

Other matters requiring Ms. Grisham's attention include land acquisitions (Sunrise on the Monon and Matilda Haverstick property), and obtaining Certificates of Substantial Completion on projects (Founders Park Lighting Project and the dog park).

**Director's Report**

Director Westermeier said his report was included in the packet. He also announced that the Clay Township Board refinanced the Central Park bonds that dries up this funding source in eight years instead of 10. The Department will be putting together a team to move forward with a master plan for long-term financing. It is important to note, that if the Township does not replace this funding, the Township will lose four appointments on the Park Board, which will be replaced by the City (Carmel). Discussion followed.

Last night, the newly elected City Council Members and Clerk-Treasurer were at the MCC to learn about the Department. Among the discussion, the individuals voiced that they were pleased with the Department.

Director Westermeier has been asked to attend the next City County meeting when the budget is presented.

Mr. Rude asked about the Monon repave project. Director Westermeier reported that it is in City legal. The Department is waiting on agreements to have a detour in place. Discussion followed.

Mr. Taylor asked if the refinance (of the Central Park bonds) decreases the COIT we currently receive. Director Westermeier answered that we are not aware of any changes at this time. Discussion followed.

**Information Items**

**Plan Commission**

Mr. Kirsh informed the Board that there is a fundamental argument about the use of PUDs. He is also involved with meetings regarding rapid transit and the potential of an urban transit plan. Mr. Garretson asked if the Plan Commission tracks the percentage of apartment units as a percentage of the whole population. Director Westermeier said they are not tracking this, and the developers are basically citing it as a matter of demand. Discussion followed.

**Park Board Comments/Discussion**

Mr. Garretson inquired about the stop sign posted on Main (Street). Director Westermeier clarified that vehicles have the right of way unless pedestrians are in the crosswalk. A lengthy discussion followed.

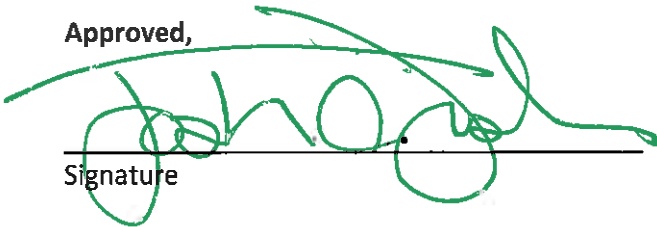
Mr. Garretson asked about the bicycle rental program. Director Westermeier responded that it appears to be going well.

Mr. Taylor commended the Department for making an effort to protect the children who attend programs and use the parks. The Department is a Partner in Prevention, which is a program to prevent child sexual abuse.

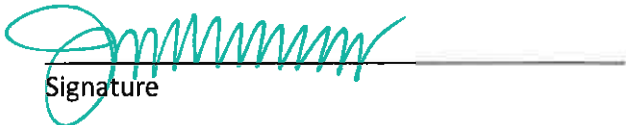
**Adjournment**

There being no further business, Mr. Kirsh made a motion to adjourn, seconded by Mr. Taylor, and unanimously passed 8 – 0. The meeting was adjourned at 7:15 p.m.

Approved,

  
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Signature

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10 Nov 2015  
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