

Carmel/Clay Board of Parks and Recreation
Tuesday, October 10, 2017, 6:00 p.m.
Monon Community Center

Member(s) Present: Katie Browning, James Engledow, Wendy Franklin, James Garretson, Joshua Kirsh, Jenn Kristunas, Nick Plopper, Rich Taylor

Member(s) Absent: Linus Rude

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. After Mr. Kirsh stated there was a quorum, 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 stated that the standard reports were included in the Board packet.

COO Klitzing presented more good news regarding the West Commons playground as it continues to receive rave reviews from experts along with more recognition. COO Klitzing recently attended the awards luncheon at the annual meeting of the Indiana Chapter of the American Society of Landscape Architects. COO Klitzing joined Michael Krosschell of The Schneider Corporation in accepting the Merit Award for Central Park West Commons. In addition to the Merit Award, West Commons was featured in the Society's magazine, *Landscape Architect*, with a wonderful article on its design concepts.

COO Klitzing spoke briefly about the National Recreation and Park Association (NRPA) 2017 annual conference that was held last week. The Department was well represented including Director Westermeier, Kurtis Baumgartner, and Shauna Lewallen who were selected to be presenters at the conference.

COO Klitzing announced his induction into the American Academy for Park and Recreation Administration while at the NRPA conference. The Academy is a distinguished group of 125 active members. Members must have served at least 15 years in a senior management position and have significantly contributed to the community and the profession. COO Klitzing stated he was honored and privileged to be a member of the Academy. COO Klitzing concluded by thanking Director Westermeier and the Board for the many opportunities provided to him in achieving this recognition.

Finance Committee

There was no report.

Nominating Committee

Board President Engledow requested Ms. Kristunas to chair the Nominating Committee with Mr. Taylor and Ms. Browning as members.

Minutes

September 12, 2017 Park Board Meeting

Mr. Kirsh made a motion to approve the minutes as amended (typo correction changing 'lighters' to 'lights'), seconded by Ms. Kristunas, and unanimously passed 8 – 0.

Financial Reports

Consolidated Financial Report for August 2017

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

CCPR P&L Statements for September 2017

Ms. Kristunas made a motion to acknowledge receipt of the P&L Statements for September 2017, seconded by Mr. Kirsh. Mr. Garretson asked about the difference in ESE's Other Contractual Services. COO Klitzing explained that this is the rental fee paid to Carmel Clay Schools for summer camps. The expense will be reflected in October's statement. Board President Engledow called for the vote and the motion was unanimously passed 8 – 0.

Claims

Claim Sheet October 10, 2017

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

Clay Township Claim Sheet October 10, 2017

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

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

Ms. Kostrzewa presented the following: \$496.00 from the Department's partnership with Kona Ice and applied toward scholarships; and \$153.80 from Hamilton County Iron & Metal LLC. Mr. Kirsh made a motion to accept the items as presented, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

New Business

Consideration of Quotes to Purchase Fitness Equipment – Michael Klitzing

COO Klitzing provided information related to the purchase of fitness equipment. With the fitness center expansion project, the Department is in need of self-powered cardio equipment to be placed on the oasis. The Department also wishes to replace six recumbent cycles that have reached their end of life.

Mr. Kirsh made a motion to accept the response from Direct Fitness Solutions and authorize the Chief Operating Officer to execute a purchase order in the amount of \$108,180.40 to purchase the identified Precor fitness equipment, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

Old Business

Consideration of Resolution G-2017-003 Adopting the Lawrence W. Inlow Park Playground Redevelopment Plan – Michael Klitzing

COO Klitzing requested that the Park Board approve the resolution adopting the playground redevelopment plan for Inlow Park. The existing playground equipment was installed in 2000 and 2001. The Department contracted with The Schneider Corporation to develop the plans. This is the same firm that designed West Commons and Founders Park. COO Klitzing introduced Ms. Christi Jackson, Landscape Architect with The Schneider Corporation, who presented an overview of the proposed plan.

Mr. Kirsh made a motion to waive the reading of Resolution G-2017-003 and enter it into action, seconded by Mr. Plopper, and unanimously passed 8 – 0.

Mr. Kirsh made a motion to approve Resolution G-2017-003, seconded by Mr. Plopper, and unanimously passed 8 – 0.

Board President Engledow requested that staff reach out to the Inlow family prior to the dedication of this playground. Ms. Franklin added that she would like to see an area set aside for nursing mothers. COO Klitzing stated this was an excellent suggestion and would most likely be incorporated in the second phase.

Consideration of Two Bid Packages for the West Park – The Groves Phase I Project – Michael Klitzing

COO Klitzing stated that the Park Board had already approved the schematic design and authorized the Department to issue a bid. However, after working with the design team, it was determined that it may be advantageous to have two separate bids. There are roughly 500 trees that need to be removed in the woods behind the Perelman house. Since this is considered a heavily wooded area, it was brought to our attention that Indiana bats may be living in this forested area. As the Indiana bat is an endangered species, the Indiana Department of Natural Resources highly recommends tree removal between August 15th and March 31st. With this in mind and the possible cost savings during the nonpeak season for tree removal, staff and the design team agree that a second bid package is highly recommended.

Ms. Kristunas made a motion to approve two (2) bid packages for the West Park – The Groves Phase I Project, seconded by Mr. Taylor, and unanimously passed 8 – 0.

Attorney's Report

Ms. Grisham stated there were no new tort claims filed since her last report; however, one tort claim has turned into litigation. This litigation is in regard to the woman who claimed to trip and fall on the Hagan Burke Trail.

Director's Report

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

Director Westermeier announced that trail counters as well as vehicle counters have been added in a number of parks and places along the Monon Trail. There are two outstanding numbers. The monthly average for visits to West Commons is 125,000 people per month. The average number of vehicles to Central Park in July and August was 7,000 per day. It was interesting to note that the number of vehicles did not vary much when considering the hours of operation at The Waterpark

Director Westermeier said that the Monon re-pave project is alive again. The city has come up with a proposed detour that they find acceptable. The Department is working on compiling the necessary information to go out to bid. A preliminary meeting was held with the city. There is some discussion on widening some areas of the Monon, making things a little bit more complicated. Also, some areas will need to be redone completely due to the deterioration from tree roots.

Mr. Taylor asked about expanding passes to the dog park as he has received a number of inquiries. Director Westermeier advised that the entire dog park is not visible from 116th Street. Many people are making assumptions based upon the number of vehicles in the parking lot. The Department uses cameras and scan cards to accurately access the dog park usage. Discussion followed.

Information Items

Plan Commission: Mr. Kirsh spoke about the Plan Commission's field study to Covington, Kentucky, and Cincinnati and Blue Ash, Ohio, including Summit Park.

Mr. Kirsh reported that the Plan Commission is still working on the Reserves at Cool Creek, which is a 55 and older community located at 136th & Keystone.

Park Board Comments / Discussion

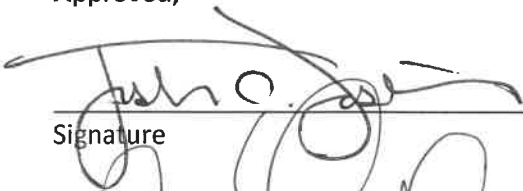
Mr. Garretson said he would like to have more information regarding future projects and funding. Ms. Franklin stated she learned a lot during Board retreats. Mr. Kirsh added that he thought Board Members asked for updates in lieu of retreats. Mr. Taylor said a lot of information is in the overall park system master plan. A brief discussion followed.

While in Franklin, Tennessee, Ms. Franklin visited the performing arts center and senior center. Both were quite interesting.

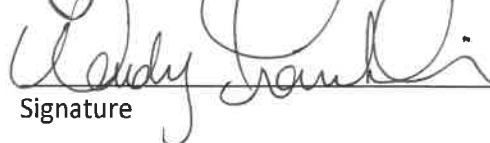
Adjournment

There being no further business, a motion was made by Mr. Kirsh, seconded by Ms. Kristunas, and without objection, Board President Engledow adjourned the meeting at 7:22 p.m.

Approved,



Signature



Signature

11-14-17

Date

11-14-17

Date