

**Carmel/Clay Board of Parks and Recreation
Tuesday, September 8, 2020, 6:00 p.m.
Virtual Meeting**

Member(s) Present: Jessica Beer, Jim Engledow, James Garretson, Joshua Kirsh, Jenn Kristunas, Linus Rude, Rich Taylor, Lin Zheng

Member(s) Absent: Nick Plopper

Others Present: Michael Klitzing, Department Director; Kurtis Baumgartner, Department Assistant Director; Sara Clark, Administration & Planning Director; Debra Grisham, Park Board Attorney

Roll Call & Call to Order

Board President Taylor asked Mr. Engledow to call the roll. After Mr. Engledow stated that there was a quorum, Board President Taylor called the meeting to order at 6:01 p.m. and welcomed everyone to the Park Board meeting.

Public Comments

There were no public comments.

Staff Reports

Assistant Director Baumgartner said that staff reports were included in the Board packet.

Finance Committee

Ms. Kristunas stated there were no updates at this time.

Minutes

August 11, 2020 Park Board Meeting

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

Financial Reports

Consolidated Financial Report for July 2020; CCPR P&L Statements for the Monon Community Center (Fund 109) for July 2020 and August 2020

Ms. Kristunas made a motion to acknowledge receipt of the Financial Reports as presented, seconded by Mr. Kirsh.

Director Klitzing responded to Mr. Garretson's question on cash reserves. Assistant Director Baumgartner provided year-to-date comparisons, which will be included in next month's Financial Reports.

Mr. Engledow administered the vote, and the motion was unanimously passed 8 – 0.

Claims

Claim Sheet September 8, 2020; Clay Township Claim Sheet September 8, 2020; and CCPR Payroll for August 14, 2020 and August 28, 2020

Ms. Kristunas made a motion to approve Claim Sheet September 8, 2020; Clay Township Claim Sheet September 8, 2020; and CCPR Payroll for August 14, 2020 and August 28, 2020 as presented. The motion was seconded by Mr. Kirsh.

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Mr. Engledow asked for clarification on the CCPR Internal Transfers on page 13. Director Klitzing replied that the transfers are associated with ESE's use of facilities for camps. Mr. Rude inquired about Mirazon Group on page 3. Assistant Director Baumgartner advised that Mirazon is the IT company which is currently working to restore our systems.

Mr. Engledow administered the vote, and the motion was unanimously passed 8 – 0.

Monetary Gifts, Grants, Partnerships, and Sponsorships for August 2020 – Sara Clark

Ms. Clark presented two items: \$250 from Carmel Health & Living for internal programs and an anonymous donation of \$110 for MCC programs.

Mr. Kirsh made a motion to accept the items as presented, seconded by Ms. Kristunas. Mr. Engledow administered the vote, and the motion was unanimously passed 8 – 0.

New Business

Consideration of General Counsel Agreement with Kroger, Gardis & Regas, LLP – Michael Klitzing

Mr. Kirsh made a motion to move this New Business item to the end of the agenda, seconded by Ms. Kristunas. Mr. Engledow administered the vote, and the motion was unanimously passed 8 – 0.

Old Business

Central Park Trailhead & West Receiving Project – Michael Klitzing

Consideration of Monroe Construction Corp. Change Order No. 5

Director Klitzing requested authorization of Change Order No. 5. The project is now complete. Due to a variety of conditions, the Department and The Schneider Corporation recommend that the Park Board change the Substantial Completion and Final Completion Dates, eliminating liquidated damages. A lengthy discussion followed regarding the pros and cons of liquidated damages and/or incentive pay.

Mr. Engledow administered the vote, and the motion was unanimously passed 8 – 0.

Clay Township Impact Program Updates – Michael Klitzing

Director Klitzing presented updates on the following projects.

Carey Grove Park: Making tremendous progress. Details followed. Mr. Kirsh asked if the grading was finished. Director Klitzing spoke about the detention basin on the eastern portion of the park with riprap and a concrete structure. This area will hold water runoff from the parking lot and other hard surfaces after a major rain event, but will mostly stay dry 90 to 95 percent of the time. Will mask the riprap with natural colored stones. As native vegetation grows in the area, the riprap will become less visible. Discussion followed. Playground, exercise equipment, and safety surfacing will be completed in October. A dedication will take place in the fall or spring (2021).

Flowing Well Park: Waiting on IDEM permitting for streambank stabilization. Proposing large sandstones for stream bank stabilization, which is similar to Carmel Creek as seen at the overlook in Central Park East Woods

Central Park Roundabout /111th Street Roundabout: Work began on the roundabouts with the temporary access route in place. Project will be completed this year.

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West Park: All issues with the low bidder have been resolved, including the value engineering between the Department, Township's owner rep. and design team. Project is within budget and includes the two alternates for the playground. Waiting on permits; however, will most likely receive permission to move dirt this fall which will be stockpiled on top of the poor soils to compress over the winter months.

Lawrence W. Inlow Park and River Heritage Park: Will receive preliminary concept designs from Weihe Engineering within the next couple of weeks. Working on the public input process prior to developing construction documents.

Meadowlark Park: Weihe finalizing construction documents. Anticipate going out to bid by end of the month with site work beginning this fall.

Monon Greenway & Sister Cities Community Gardens: City Engineer shared design documents for upcoming improvements of Monon Greenway between Carmel Drive and City Center Drive and the expansion of the Sister Cities Community Gardens. The Monon Greenway will be reflective of the improvements along the Midtown Boulevard (wider and more attractive).

Director Klitzing spoke about the Township's issuance of bonds for a pedestrian bridge over White River. This pedestrian bridge, just north of River Road Park, would connect the White River Greenway to Conner Prairie and the City of Fishers' network. This is a huge keystone that would bring people to the proposed White River education/ecology center. The Department is very thankful to the Township for their continued investment in park amenities.

Mr. Garretson asked what projects were still needing to go out to bid. Director Klitzing responded Meadowlark, River Heritage, Inlow, and the City's projects that include the Monon Greenway and Sister Cities Gardens.

Mr. Garretson spoke about the bids received for the (*Carmel Clay Public*) Library project which came in five to 15 percent under projections including all alternates. Discussion followed.

New Business

Consideration of General Counsel Agreement with Kroger, Gardis & Regas, LLP – Michael Klitzing

Director Klitzing spoke of Ms. Grisham's interest in retiring and spending more time with her family, especially her grandchildren. At her request, she would like to phase out her duties no later than the December Park Board meeting.

Director Klitzing said there was only one individual/firm that would be an appropriate replacement and that was Brian Bosma and Kroger, Gardis & Regas. Director Klitzing said that Mr. Bosma was instrumental in the Central Park Bond resulting in the original development of the Monon Community Center and Central Park. Mr. Bosma's work also includes the current Interlocal Agreement and its amendments, and with the pending retirement of the Central Park Bond and the reduction/elimination of the local income tax, will be looking at future amendments of the Interlocal Agreement partnership between the City and Township. Mr. Bosma has met with Board President Taylor and Vice President Plopper. Both recommend Mr. Bosma and his firm as the replacement for current counsel, Debra Grisham.

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Board President Taylor added he, too, thought of Mr. Bosma due to his expertise and institutional knowledge. Mr. Bosma also has access to other areas of practice groups providing a one-stop shop for the majority, if not all, of the legal work needed.

Mr. Bosma thanked Director Klitzing and Board President Taylor for their kind words. Mr. Bosma provided a brief history of his professional relationship with Ms. Grisham over the years. He said it would be an honor to step into the role as counsel to the Park Board. He has worked with Mr. Engledow and his predecessors. As the Township Attorney, he is currently working on the Clay Township Impact Program construction projects.

Mr. Bosma said he is excited to work with the Park Board. He would be the primary counsel with assistance from his partner Ted Nolting and Associate Portia Bailey. On-call services would be provided at affordable municipal rates. He would reach out to Ms. Grisham if necessary.

Board President Taylor referenced the Engagement Letter within the Board packet.

Mr. Bosma added that Natalie Weaver came from his firm and utilizing her paralegal skills will be beneficial to all parties.

Mr. Engledow made a motion to authorize the Park Board President to enter into a General Counsel Agreement with Kroger, Gardis & Regis, LLP, seconded by Mr. Rude.

Ms. Grisham said she could not think of a better lawyer to recommend than Mr. Bosma. He is always accessible, prompt, honest and extremely helpful, in addition to being very knowledgeable in many areas. Ms. Grisham stated she would feel very comfortable retiring knowing that Mr. Bosma and his group would provide great service to the Department.

Board President Taylor added that he appreciated Ms. Grisham and the work she has done for the Department.

Mr. Engledow administered the vote, and the motion was unanimously passed 8 – 0.

Attorney's Report

Ms. Grisham added she was pleased that the Department employed Sara Clark and Natalie Weaver, two individuals who can offer legal assistance. She has no doubt they will provide support and assist with several things that may not need Mr. Bosma's attention.

Director's Report

Director Klitzing stated the written Director's Report would be emailed tomorrow.

Director Klitzing said the next steps for the recently acquired 27-acre property will be to officially name the park as something more creative than "Northwest Park." A proposal is forthcoming using the Department's naming policy. Next will be the selection of the firm to address the master plan. Plans are to issue a Request for Qualifications (RFQ) by the end of this year.

Information Items

School Board: Ms. Zheng said she had no report.

Plan Commission: Mr. Kirsh said recently a developer was called out on not following through on their commitments. Discussion followed.

Parks Foundation: Mr. Rude said he had no update.

Park Board Comments / Discussion

Mr. Kirsh spoke about safety issues at the roundabouts throughout the City. He said it is imperative that pedestrians and motorists pay attention to their surroundings to prevent unnecessary accidents.

Mr. Garretson provided an update on the Library’s move to the old Marsh store at Merchants’ Plaza.

Mr. Engledow stated that his grandchildren would like more ziplines, such as the one in West Park.

Adjournment

There being no further business, Mr. Rude made a motion to adjourn the meeting, seconded by Ms. Kristunas, at which time Board President Taylor adjourned the meeting (7:30 p.m.).

Approved,

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Date

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10/14/2020
Date