

**Carmel/Clay Board of Parks and Recreation
Tuesday, November 10, 2020, 6:00 p.m.
Virtual Meeting**

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

Member(s) Absent: Jessica Beer

Others Present: Michael Klitzing, Department Director; Kurtis Baumgartner, Department Assistant Director; Sara Clark, Administration & Planning Director; Debra Grisham, Park Board Attorney; Brian Bosma, Kroger, Gardis & Regas, LLP

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 6:07 p.m.

Mr. Rude made a motion to amend the Agenda to add a Special Presentation between Call to Order and Public Comments. The motion was seconded by Mr. Kirsh. Mr. Engledow administered the vote, and the motion was unanimously passed 7 – 0.

Special Presentation

Director Klitzing said that the evening was bittersweet for Carmel Clay Parks & Recreation and the Park Board as it was Deb Grisham's last meeting as the Park Board Attorney. Ms. Grisham has been serving as the Park Board Attorney since 1996. She was originally hired as the City Attorney when Mayor Brainard was first elected to office, and she volunteered her services to the Park Board. About a year later, fall of 1997, Ms. Grisham resigned as City Attorney to spend more time with her family. She was retained by the Park Board as an independent contractor to serve as the Park Board Attorney, and she has been in that role ever since. She has been an integral part of CCPR. She has provided much wisdom to the Park Board and the Department. Her advice helped create a two-time Gold Medal Award winning system.

Ms. Grisham helped navigate numerous construction projects. She was a tremendous asset making sure the Department followed the laws, complied with state statutes and local ordinances, and adhered to Park Board rules. Director Klitzing thanked Ms. Grisham for all she has done for Carmel Clay Parks & Recreation and the citizens of Carmel and Clay Township.

Director Klitzing announced that earlier in the day, Assistant Director Baumgartner delivered to Ms. Grisham fresh flowers and a little something to commemorate her years of service.

Ms. Grisham thanked Director Klitzing for his kind and generous words.

Ms. Grisham showed everyone the flowers and opened her present for all to see followed by reading the inscription on the vase.

Inscription: 'Carmel Clay Parks & Recreation; Debra M. Grisham; Park Board Attorney; Thank You for Over 24 Years of Dedicated Service; 1996 – 2020'

Ms. Grisham thanked everyone for the flowers and the beautiful Waterford vase.

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Public Comments

Board President Taylor said he was honored to know Ms. Grisham, and he really appreciated everything she has done for him.

Further comments were provided by the following individuals who congratulated Ms. Grisham on her retirement and thanked her for her work and dedicated service to the Department.

- Audrey Kostrzewa, former Business Services Director of Carmel Clay Parks & Recreation
- Judy Hagan, Carmel Clay Parks Foundation Member, and former Park Board Member
- Mark Westermeier, former Director of Carmel Clay Parks & Recreation
- Sue Dillon, Carmel Clay Parks Foundation Member, and former Park Board Member
- Dan Dutcher, Carmel Clay Parks Foundation Member, and former Park Board Member

Staff Reports

Assistant Director Baumgartner said that Ms. Grisham has been extremely influential in his current role, and he thanked her for everything she has done for him.

Assistant Director Baumgartner said that staff reports were included in the Board packet. He added that there had been some great news coverage as the Department won the 2020 Gold Medal Award.

Committees

Finance Committee

Ms. Kristunas stated she had no report.

Nominating Committee

Board President Taylor stated he would announce the Nominating Committee Members at the December meeting. The slate of officers for 2021 will be presented to the Park Board in January with Mr. Engledow serving as Chair of the Nominating Committee.

Minutes

October 13, 2020 Park Board Meeting

Mr. Engledow made a motion to approve the minutes as presented. The motion was seconded by Mr. Kirsh. Mr. Rude asked about the status of Mr. (Nick) Plopper. Director Klitzing confirmed that Mr. Plopper is no longer available to serve on the Park Board as his residence is now in Zionsville. Mr. Engledow administered the vote, and the motion was unanimously passed 7 – 0.

Financial Reports

Consolidated Financial Report for September 2020; CCPR P&L Statements for October 2020

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

Mr. Engledow asked Assistant Director Baumgartner about his projection of the financial stability of the Department. Assistant Director Baumgartner said we need more (MCC) members and more participation in the ESE program. He elaborated on the subject, and Mr. Engledow thanked him for the report.

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Mr. Garretson asked about cost recovery and the possibility of future energy efficiencies. A lengthy discussion followed.

Board President Taylor asked about the decreasing number of household memberships and wondered if incentives should be considered. Director Klitzing responded that based upon a recent survey, the concern was not cost, but comfort level. Discussion followed.

Mr. Rude asked about the ROI (*return on investment*) on radio advertisements. Assistant Director Baumgartner said that staff is tracking the results.

Mr. Engledow administered the vote, and the motion was unanimously passed 7 – 0.

Claims

Claim Sheet November 10, 2020; Clay Township Claim Sheet November 10, 2020; and CCPR Payroll for October 9, 2020 and October 23, 2020

Ms. Kristunas made a motion to approve Claim Sheet November 10, 2020; Clay Township Claim Sheet November 10, 2020; and CCPR Payroll for October 9, 2020 and October 23, 2020 as presented. The motion was seconded by Mr. Kirsh.

Mr. Rude asked about the status of Mirazon. Assistant Director Baumgartner replied that remediation will continue over the next couple of months.

Mr. Engledow administered the vote, and the motion was unanimously passed 7 – 0.

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

Ms. Clark presented a \$300 donation from the Lou Malnati Cancer Research Fund for tree protectors for new tree plantings in our parks next spring. Mr. Kirsh made a motion to accept the donation as presented, seconded by Mr. Rude. Mr. Engledow administered the vote, and the motion was unanimously passed 7 – 0.

New Business

Consideration of Resolution G-2020-005 Naming Bear Creek Park – Michael Klitzing

Director Klitzing spoke about the need to officially name the recent acquired parkland located in the northwest part of Carmel and Clay Township. Using the Park Board's naming policy as a guide, the proposed name would incorporate the prominent natural feature of Bear Creek, which has its headwaters at the eastern border of the park.

Mr. Kristunas made a motion to waive the reading of Resolution G-2020-005 and enter it into action, seconded by Mr. Rude. Mr. Engledow administered the vote, and the motion was unanimously passed 7 – 0.

Ms. Kristunas made a motion to approve Resolution G-2020-005 as presented. The motion was seconded by Mr. Rude. Mr. Engledow administered the vote, and the motion was unanimously passed 7 – 0.

Old Business

Clay Township Impact Program Updates – Michael Klitzing

Director Klitzing provided updates and pictures of progress on different projects.

Central Park Roundabout /111th Street Roundabout: Roundabouts are open; parking lots in front of the MCC west building were repaved and striped.

Carey Grove Park: The parking lot is almost done. Director Klitzing spoke about the progress of specific amenities within the park.

Flowing Well Park: Permits have been received from IDNR and IDEM. Expecting permit from Army Corps any day. Making progress on structures and entry into the park. Installing temporary service road for equipment access to the creek.

West Park: Earthwork has begun. Moving soil to the new playground location so it will compress the poor soil conditions. The built-up dirt mounds will serve as the foothills to Jill's (*Hill*) mountain. The ravine area will feature the new splash pad, thus, using geological surroundings to create a theme. Contractor is tilling the soil to help it dry.

Meadowlark Park: Bids to be opened on December 9th; construction starting in the new year.

River Heritage Park and Lawrence W. Inlow Park: Continuing to work on preliminary concepts prior to seeking public feedback and Park Board approval.

River Heritage Park: Working with Citizens Energy Group as this park (roughly 40 acres) is leased from Citizens Energy Group. There are two underground water reservoirs in front of the plant, and the Department was recently notified that Citizens is planning to expand this plant to include a third reservoir (about 2 acres) which will impact park improvements. The Department's original plans may change, presenting some new challenges. CCPR and Citizens are updating the lease agreement.

Director Klitzing recently met with the owner of the Carmel Equestrian Center adjacent to the park. Based upon GIS and surveys, some of the horse trails encroach on park property. The Equestrian Center is also using some of the informal trails for the horses. Future discussions with the owner will determine what is appropriate in addition to the possibility of programming opportunities.

Attorney's Report

Ms. Grisham thanked all for the opportunity to be present at the meeting. She has given a summary report of her current projects to senior management, Park Board President, Brian Bosma, and Ted Nolting. She said she was very confident that Mr. Bosma and his legal team will serve the Park Board and the Department as she had hoped any successor would.

After more than 24 years of working with the people affiliated with the Carmel/Clay Board of Parks and Recreation and the Department, she said it was a bittersweet decision to pass the baton of legal management for the Board and the Department. She will be available, if needed, to assist in the transition to make it easy for everyone and to continue her commitment to support parks and recreation efforts.

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She added that it was an honor and a privilege to work with those past and present on such a worthwhile endeavor. She greatly respects efforts of public officials who have accomplished so very much in the community over the years. Public service is not easy, but it is rewarding. All you need to do is take a drive in Carmel and the surrounding communities to see the fruits of the efforts, and take note of the two successive National Gold Medal Awards for Excellence in Park and Recreation Management. Ms. Grisham said it was not easy to leave her role with a very special client. She added that she was leaving with wonderful memories, great stories, and good relationships.

Ms. Grisham thanked Mayor Brainard, Trustee Doug Callahan, Judy Hagan, Sue and Doc Dillon, Jim Engledow, and Brian Bosma, along with Mark Westermeier and the stellar staff of the Department, Michael Klitzing, Kurtis Baumgartner, and support staff. All are talented and committed to parks and recreation, and she was truly happy to be a part of it.

Mr. Bosma said that Ms. Grisham had been a treasured colleague and friend.

Director's Report

Director Klitzing referenced his prior Clay Township Impact Program project updates.

Director Klitzing spoke about the most recent COVID-19 numbers from the Indiana State Department of Health. These numbers impact the Department's financial numbers, and the outlook is not heading in the right direction for our benefit. He is working with the management team to identify how best to address operations and the impact on the finances. There will be some difficult decisions over the coming weeks and months.

On a positive note, Director Klitzing announced that the Department received the 2020 National Gold Medal Award for Excellence in Parks and Recreation Management. He thanked the Park Board Members who were able to attend the viewing party. Director Klitzing provided additional information on the other finalists.

Director Klitzing thanked the Park Board, management team, and all of the employees for their hard work and dedication toward winning the Gold Medal Award, not once but twice! He also thanked the elected officials who continue to understand the importance of parks and recreation and provide the financial resources. He added thanks to the citizens who value parks and demand the quality that Carmel Clay Parks & Recreation is now known for nationally and internationally.

The Department will have a banner raising ceremony in the future. The Grand Plaque will be displayed at the Administrative Offices and Monon Community Center. Duplicates of the Grand Plaque will be presented to the City Council and Township Board.

Mr. Garretson asked if other Indiana cities had won the Gold Medal. Director Klitzing said that Fort Wayne, Columbus, and Bloomington were the only other winning agencies in Indiana.

Mr. Garretson asked if salaries had been set for next year. Director Klitzing said that the salary ranges were approved by resolution earlier this year when the 2021 budgets were passed. Discussion followed.

Information Items

Plan Commission: No report.

School Board: Ms. Zheng reported that nine contestants competed for two at-large seats on the Carmel Clay School Board. Incumbent Katie Browning won first place. The second-place winner will be officially announced November 13th as there was only a difference of 68 votes between Louise Jackson and Anne Poindexter.

Ms. Zheng stated that redistricting is underway. The outside consultant company has presented three redistricting plans to the community and held community meetings for public comments. After reviewing the comments, the consultant is expected to release the public preferred plan before the next School Board Meeting on November 23rd. The preferred plan will be up for discussion followed by approval at the December meeting.

The School Board is preparing for virtual learning scenarios as COVID 19 cases reach peak numbers.

Ms. Zheng announced that her term on the School Board ends this year. However, the Mayor has appointed her to the Park Board as a community member and will stay on the Park Board for another four years.

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

Park Board Comments / Discussion

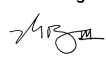
Mr. Engledow thanked Ms. Grisham for being the best teacher as he had learned so much from her about parks and recreation. Ms. Grisham said it was a pleasure to work with Mr. Engledow and thanked him for his leadership, support, commitment, and tenacity on the Park Board.

Mr. Rude thanked Ms. Grisham for her many cards and treats over the years.

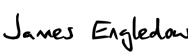
Adjournment

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 at 7:23 p.m.

Approved,

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Signature

12/8/2020
Date

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12/9/2020
Date