

**Carmel/Clay Board of Parks and Recreation
Tuesday, March 8, 2022, 6:00 p.m.
John W. Hensel Government Center
10701 North College Avenue
Carmel, Indiana 46280**

Member(s) Present: Jessica Beer, James Garretson, Louise Jackson, Joshua Kirsh, Jenn Kristunas, Linus Rude, Rich Taylor, Mark Westermeier

Member(s) Absent: Lin Zheng

Others Present: Michael Klitzing, Department Director/CEO; Kurtis Baumgartner, Department Assistant Director/COO; Jonathan Blake, Administration & Planning Director; Brian Bosma, Park Board Attorney

Roll Call; Call to Order & Pledge of Allegiance

Board President Taylor welcomed everyone to the meeting and asked Mr. Rude to call the role. Mr. Rude announced that there was a quorum. Board President Taylor called the meeting to order at 6:02 p.m. and asked everyone to rise for the Pledge of Allegiance.

Public Comments

There were no public comments.

Staff Reports

Assistant Director Baumgartner said that Staff Reports were included in the Park Board packet.

Assistant Director Baumgartner added that one article in the packet features the annual Barrier-Free Theater performance at the Monon Community Center on Saturday and Sunday. He encouraged individuals to buy tickets. The Barrier-Free Theater is a form of drama therapy that empowers individuals with intellectual or developmental disabilities to create and perform original stories. This year's performance is focused on experiences that the actors and actresses had during the pandemic. Board President Taylor said this was mentioned at the Council Meeting on Monday as part of Disability Awareness Month.

Mr. Rude said he observed that there were 586,000 views of The Waterpark under the Key Performance Indicators within the Marketing report. He added that it was amazing to have that number of views, in addition to the overall total views at 1.7 million.

Finance Committee

Board President Taylor said that the Finance Committee had not met so there was nothing to report.

Minutes

February 8, 2022 Park Board Regular Meeting

Mr. Rude made a motion to approve the minutes as submitted, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

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February 26, 2022 Park Board Executive Session

Mr. Rude made a motion to approve the minutes as submitted, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

February 26, 2022 Park Board Special Meeting

Mr. Rude made a motion to approve the minutes as submitted, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

Financial Reports

Consolidated Financial Report for January 2022

Ms. Kristunas made a motion to acknowledge receipt of the Consolidated Financial Report for January 2022 and CCPR P&L Statements for February 2022, seconded by Dr. Beer.

Mr. Garretson stated that the CCPR P&L Statements for February were not included. Assistant Director Baumgartner confirmed that there were no P&L statements included in the packet due to extenuating circumstances.

Ms. Kristunas amended her motion to acknowledge receipt of the Consolidated Financial Report for January 2022, seconded by Dr. Beer.

Assistant Director Baumgartner said he received updates today (*March 8th*) and both ESE and MCC funds did very well in the month of February, so they are off to a good start in 2022. He continued with information regarding ESE transitioning from Active to EZChildTrack (*software*) and the benefits resulting in this change.

Board President Taylor called for the vote, and the motion was unanimously passed 8 – 0.

CCPR P&L Statements for February 2022

There were no CCPR P&L Statements available for February 2022.

Claims

Claim Sheet March 8, 2022; Clay Township Claim Sheet March 8, 2022; CCPR Payroll for February 11, 2022 and February 25, 2022

Ms. Kristunas made a motion to approve the Claim Sheet dated March 8th of 2022; the Clay Township Claim Sheet dated March 8th of 2022; and the Payroll for February 8th of 2022 and February 25th of 2022, seconded by Dr. Beer, and unanimously passed 8 – 0.

Monetary Gifts, Grants, Partnerships, and Sponsorships for February 2022

Mr. Blake reported that in February, the Department received a \$100 donation from an anonymous donor for employee appreciation.

Mr. Kirsh made a motion to accept the donation as presented, seconded by Ms. Kristunas. Mr. Kirsh added that although he has mentioned it several times, he wanted to emphasize how much he appreciated the anonymous donor.

Board President Taylor called for the vote, and the motion was unanimously passed 8 – 0.

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New Business

Consideration of Quote to Purchase Noise Deterrent Screening at Meadowlark and Inlow Parks

Assistant Director Baumgartner asked the Park Board to consider quotes for noise deterrent screening at the future pickleball courts at Inlow and Meadowlark Parks. Staff conducted research and spoke with colleagues who are experienced in constructing pickleball courts. It is in the Department's best interest to take a proactive approach and install a soundproof acoustic fence barrier prior to opening the new courts. Details followed. If approved by the Park Board, installation by CCPR staff would take place prior to opening the pickleball courts in the spring.

Mr. Kirsh stated he appreciated staff being proactive. He asked if the screening is left up year-round. Assistant Director Baumgartner said the screening is somewhat bulky and will be up year-round. Director Klitzing added that evergreens will be added to Meadowlark Park to enhance the sound barrier. Assistant Director Baumgartner said the pickleball players had requested windscreens on the courts.

Mr. Garretson inquired about the number of sides covered and aesthetics. Assistant Director Baumgartner replied that the sound will be pushed north with screening on the east, west, and south sides at Meadowlark Park. There was discussion regarding the sound caused by pickleball play. Assistant Director Baumgartner said that with installation of the windscreens and the acoustic panels both in black, it should have a clean look.

Ms. Kristunas made a motion to accept the quote from Acoustiblok and authorize the Assistant Director of Parks and Recreation/COO to execute a purchase order in the amount of \$42,179.01 to purchase the identified acoustifence material, seconded by Mr. Kirsh.

Mr. Kirsh asked about being able to see into the courts. Assistant Director Baumgartner confirmed there would be vantage points into the pickleball courts.

Mr. Rude asked if the windscreen is placed on top of the acoustic panels. Assistant Director Baumgartner replied that the windscreens and panels are separate. Mr. Rude asked about graffiti abatement. Assistant Director Baumgartner stated that graffiti cleaners may be used, as well as paint if desired; however, staff does not anticipate changing the color from black.

Board President Taylor called for the vote, and the motion was unanimously passed 8 – 0.

Mr. Rude asked if the quotes received from two different vendors were for the exact same product. Assistant Director Baumgartner answered that the Department was able to secure a quote directly from the manufacturer.

Old Business

Bear Creek Park Master Plan Update

Director Klitzing said he had no significant updates. The design team is assessing feedback received from the last series of public meetings and focus groups. SmithGroup will present an initial draft to staff next week. Afterwards, CCPR and SmithGroup will present the draft to the Park Board for initial review and consideration at the April meeting. No action will be requested at that meeting.

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The presentation will provide an opportunity for feedback from the Board. Staff will also make sure that the video of the presentation is available on the website for the public to view and provide any additional feedback. Depending on the feedback, the master plan will be brought back to the Park Board in May or June for final adoption.

Clay Township Impact Program Updates**Consideration of Third Amendment of the SmithGroup, Inc. Design Agreement with Clay Township**

Due to a variety of factors, including poor soil conditions and the impact of COVID-19, Director Klitzing stated that the West Park project has taken longer than originally anticipated. As a result, SmithGroup requested additional compensation in the amount of \$17,430, which has been reviewed and approved by the Township Trustee's Owner Representative and Trustee Doug Callahan. Director Klitzing reminded the Board that this project is jointly funded through the Clay Township Impact Program and received a commitment up to \$2.5 million in local income tax dollars from the Park Board. Despite this increase, the project will remain within budget.

Dr. Beer made a motion to approve and accept the Third Amendment between SmithGroup, Inc. and Clay Township as presented and authorize the Park Board President to sign the Amendment, seconded by Ms. Kristunas, and unanimously passed 8 – 0.

Director Klitzing provided updates on Inlow, Meadowlark, and West Parks using a PowerPoint presentation. Discussion followed.

Attorney's Report

Mr. Bosma stated he has been working with staff through various legal matters including two active donations. One that will come to the Board soon is Sunrise on the Monon (*Vera J. Hinshaw Park & Preserve*). Closing will take place once the surveys are completed. Signatures have been received on the Albany Village Donation and Impact Fee Credit Agreement. Mr. Bosma added that staff will be presenting information next month about an additional donation at the Overlook within the Legacy property.

Mr. Bosma said he continues to work on vendor contract issues and a draft of the restated Interlocal Agreement that includes long-term funding and composition of the Park Board.

Mr. Rude asked about 'The Corner' at 116th and Westfield Boulevard, specifically the status of the trailhead. Director Klitzing replied that we are waiting on signatures on the agreements from all parties. Until we have signatures from the developer, they are not authorized to move forward.

Director's Report

Director Klitzing stated the Director's Report was included in the packet.

Director Klitzing said that the Department is working with MKSK on the master plan process for the Thomas Marcuccilli Nature Park. This nature park is the original 63 acres of the Legacy project. Staff is identifying steering committee members and focus groups. Meetings will be scheduled to provide opportunities for the public to participate, in addition to updates and presentations to the Park Board. The master planning process will take upwards to nine months.

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Director Klitzing said in response to information requested at the last workshop, he emailed to the Park Board Members some talking points regarding long-term funding.

Ms. Kristunas asked when the next workshop is scheduled. Director Klitzing replied that the workshop is March 22nd at 6 p.m. in the Administrative Offices.

Mr. Rude asked about Meadowlark Park signage. Director Klitzing stated the project does include signage along Main Street going both eastbound and west. Discussion followed.

Information Items**Plan Commission**

Mr. Kirsh said the last meeting was tabled because there were no actionable items, and the next meeting is very light. He added that he would be happy to answer any questions.

School Board

Ms. Jackson said that she promoted opportunities to work for parks and recreation at the last School Board Meeting.

Parks Foundation

Mr. Garretson had no update.

Park Board Comments / Discussion

Mr. Rude asked about the status of the bollard (*on the Monon Greenway*). Assistant Director Baumgartner said it had been repaired. He added that he had heard several different renditions of the story involving a vehicle that struck the bollard. Mr. Rude said he heard about it from an eyewitness. The incident happened on a very busy Saturday, and thankfully no one was hurt.

Adjournment

Mr. Rude made a motion to adjourn the meeting, seconded by Ms. Kristunas, and unanimously passed 8 – 0. Board President Taylor adjourned the meeting (6:58 p.m.).

Approved,

DocuSigned by:

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Signature

4/12/2022

Date

DocuSigned by:

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Signature

4/13/2022

Date

Meetings of the Carmel/Clay Board of Parks and Recreation are recorded and may be viewed at <https://vimeo.com/channels/parkboardmeetings> or see the archive of meeting recordings at <https://www.carmelclayparks.com/about-us/park-board/>.