

**Carmel/Clay Board of Parks and Recreation
Tuesday, July 9, 2024, 6:00 p.m.
John W. Hensel Government Center
10701 North College Avenue
Carmel, Indiana 46280**

Member(s) Present: Jonathan Blake, Katie Browning, James Garretson, Judith Hagan, Joshua Kirsh, Jenn Kristunas, Linus Rude, Mark Westermeier, Lin Zheng

Member(s) Absent: None

Others Present: Michael Klitzing, Department Director/CEO; Kurtis Baumgartner, Department Assistant Director/COO; Eric Mehl, Administration & Planning Director/CAO; Zach Nicely, Park Board Counsel

Roll Call; Call to Order & Pledge of Allegiance

Board President Hagan welcomed everyone to the meeting and asked Mr. Rude to call the role. Mr. Rude announced there was a quorum. Board President Hagan called the meeting to order at 6:01 p.m. followed by the Pledge of Allegiance.

Public Comments

Carmel Clay Parks Foundation (CCPF) Board President Dan Dutcher was in attendance to provide an update on their efforts and future endeavors. Mr. Dutcher also presented the Park Board a check for \$20,000 toward invasive species management with a commitment to continue that contribution for 2025.

Staff Reports

Assistant Director Baumgartner said Staff Reports were included in the Park Board packet. The Active Contract Log was also included for review in case there are any conflicts of interest that need to be disclosed.

Committee Reports

Finance Committee

Ms. Zheng stated that there will be a budget review meeting July 23, 2024.

Master Plan Review Committee

Ms. Kristunas stated the first meeting occurred recently and outlined a plan to review the drafted master plan. The Committee reviewed Chapters 1 and 2 along with the introduction. Future meetings have been scheduled and posted in case anyone would like to attend.

Strategic Funding Committee

Mr. Westermeier reported that the Committee has not met.

Minutes

June 11, 2024 Park Board Meeting

Mr. Rude made a motion to approve the minutes of the Park Board Meeting dated June 11, 2024, seconded by Ms. Kristunas, and passed unanimously 9 – 0.

Financial Reports

Consolidated Financial Report for May 2024; CCPR P&L Statements for June 2024

Ms. Zheng made a motion to acknowledge receipt of the Consolidated Financial Report for May 2024 and to acknowledge receipt of the P&L Statements for June 2024, seconded by Ms. Kristunas, and passed unanimously 9 – 0.

Claims

Claim Sheet July 9, 2024; Clay Township Claim Sheet July 9, 2024; CCPR Payroll for June 14 and June 28, 2024

Ms. Zheng made a motion to approve the Claim Sheet dated July 9, 2024; and to approve the Clay Township Claim Sheet dated July 9, 2024; and to approve payroll wages and liabilities for payroll dates June 14 and June 28, 2024, seconded by Ms. Kristunas, and passed unanimously 9 – 0.

Monetary Gifts, Grants, Partnerships, and Sponsorships for June 2024

Mr. Mehl reported four contributions were received in June totaling \$3,251.25: one (\$1,500) from Java House Coffee Shop for Waterpark Cabana sponsorship, one (\$1,500) from Pure Green Carmel for Waterpark Cabana sponsorship; one (\$151.25) donation from Ace Paving & Scrap Metal for General Maintenance; and one (\$100) donation from our anonymous donor toward Staff Appreciation.

Mr. Kirsh expressed gratitude to the local Carmel businesses giving back to the community.

Mr. Kirsh made a motion to accept the items as presented, seconded by Ms. Kristunas, and passed unanimously 9 – 0.

New Business

Consideration of Bid for Modifications to the Monon Boulevard Splashpad

Assistant Director Baumgartner gave an overview of the history and challenges of operating the Midtown Spray Plaza and the reasoning behind seeking bids to make modifications.

Mr. Westermeier asked if there are plans to highlight issues like these which involve park-like projects being designed without consulting park professionals during the design development. Director Klitzing responded that he has made a point to add this item in his director's reports to City Council. This fact was also illustrated within the budget request to City Council.

Mr. Westermeier further illustrated that to his recollection, a number of park employees, including himself and Mr. Mehl, were involved in conversations and told the City that this was a bad idea, which fell on deaf ears. The Department is now looking to spend nearly an additional million dollars to fix a problem that should have been addressed in the first place.

Mr. Rude asked when construction would begin and finish. He also asked if the layout of the features would be altered. Assistant Director Baumgartner reported that construction will begin right after Labor Day, and he hopes it will be completed before the first freeze.

Board President Hagan asked if the control vault will remain, to which Director Klitzing and Assistant Director Baumgartner explained that the vault will still be needed, but due to the simpler design, accessing the vault by staff will be minimized.

Board President Hagan asked for clarification on the funding contingency. Director Klitzing explained that the City Council has appropriated the funds but is waiting on the Mayor's Office to physically release them.

Mr. Blake made a motion to authorize the bid from and award a contract to United Construction in the amount of \$797,000 for modifications to the Monon Boulevard Splashpad, contingent upon funding from the City of Carmel, and authorize the Director, the Assistant Director, and the Park Board Legal Counsel to take all actions necessary to complete the contracting process. Motion was seconded by Mr. Rude and passed unanimously 9 – 0.

Mr. Blake made a motion to the Director and Assistant Director the authority to determine, in conjunction with the Engineer, whether it is in the best interest of the Board and the Department to add or change an item or items in the contract with United Construction and to approve each change order in an amount not to exceed his purchasing authority and in accordance with applicable Indiana Law regarding change orders with a report to and ratification by the Park Board at a subsequent meeting. Motion was seconded by Ms. Kristunas and passed unanimously 9 – 0.

Acknowledgement of LWCF Grant Application for Bear Creek Park

Mr. Mehl provided an update on the Land and Water Conservation Fund (*LWCF*) grant application for Bear Creek Park, including details on the Early Coordination report provided by the Indiana Department of Natural Resources (*IDNR*) for the Board's review. Mr. Mehl added that the Board President and Secretary will need to sign the application documents before submitting our request.

Ms. Zheng asked if awarded the grant and have \$2 million to spend, what will this cover, or does it cover costs associated with the purchase of the land and costs already expended. Mr. Mehl explained that we are able to count some of the funds already expended on the property like the master plan process with SmithGroup but cannot count the acquisition cost as part of the matching funds. Mr. Mehl further explained the amenities to be funded by the grant.

Ms. Zheng asked for clarification on the expected total cost for development of the park, to which Director Klitzing explained that the total estimated development cost would be around \$30 million, with each phase costing around \$5 million. He added that he hopes to ask for the \$1 million match to be funded by the City with additional funding from Impact Fees that would be close to the \$5 million project.

Board President Hagan asked what could be done if we do not get the grant, but have some monies budgeted, Director Klitzing answered that it would most likely be an entry drive and a few trails.

Mr. Blake pointed out that LWCF grants and the protections provided will not allow construction of indoor spaces on the property. Director Klitzing explained that the Department has already taken steps to parcel out the area identified as the construction location for a future program pavilion.

Mr. Westermeier asked if we knew the individual at the IDNR who will be reviewing the application. Mr. Mehl was not able to recall the individual's name and stated that IDNR did have a productive walkthrough with staff at Bear Creek to discuss the project.

Mr. Westermeier asked if the IDNR can come back and provide less funding than requested, to which Director Klitzing responded that it is a possibility, and it would be up to the Department to decide whether or not to accept. There are also cases where IDNR provides more funding than requested if available. Mr. Westermeier asked if there is a good probability of the Department being awarded at least some funding. Director Klitzing and Mr. Mehl both expressed optimism with the new process that involves evaluating and scoring the applications.

Ms. Zheng asked when we will know the results of the application. Director Klitzing explained that it would be closer to the end of the year before receiving a final answer.

Board President Hagan asked if this was the first, recent year LWCF funding was available. Director Klitzing explained that it has been available in previous years, but this has been the first time we have been in a position to make a major effort to apply for a grant. Mr. Mehl further explained that these grants take a lot of staff time to apply and then manage after the fact, so having the new Resource Development Coordinator has helped in making this possible.

Ms. Kristunas made motions (#1) to acknowledge support for the application of the LWCF Grant for Bear Creek Park; (#2) to acknowledge receipt of the Early Coordination/Environmental Assessment report provided by the Indiana Department of Natural Resources; and (#3) to authorize the Park Board President and Secretary to sign any required documents related to the application for the LWCF Grant for Bear Creek Park. Motions were seconded by Mr. Rude and passed unanimously 9 – 0.

Old Business

Ratification of Amendment #1 to the Professional Services Agreement with SJCA for the White River Greenway North Extension

Director Klitzing provided an overview of the amendment and stated the need for SJCA to perform additional work and planning documents for this project, including renderings of the overlook portion to provide a perspective on the railing choices.

Board President Hagan asked if this was at all due to the City's process in issuing Conner Prairie's PUD. Director Klitzing explained that the City does not have much culpability in these overruns. Most of the culpability is on Conner Prairie but ultimately beneficial for the overall project.

Mr. Blake made a motion to ratify the action of Director Klitzing and accept Amendment #1 in the amount of \$23,430 to the SJCA Professional Services Agreement for the White River Greenway North Extension. Motion was seconded by Mr. Kirsh and passed unanimously 9 – 0.

Attorney's Report

Mr. Nicely gave a brief update on projects:

- Finalized special purchases certificates.
- Working to finalize Luckey Climber agreement.
- Working to finalize the 106th Pedestrian Bridge donation agreement.
- Finalized a number of contracts including Bo-Mar and Innovista.
- Working on the Bear Creek parcel division.
- Still working on the Higher Ground donation agreement at Meadowlark Park; original closure fell through, so working to reschedule.

Director's Report

Director Klitzing provided an update on current projects including the need to change the date of the October Park Board meeting as it is concurrently with the NRPA national conference.

Director Klitzing said the Department has received preliminary CAPRA results indicating that all 154 standards were met. The official reaccreditation will be in October when the commission meets and votes.

The 'Bison & Calf' sculpture has arrived in Indianapolis and is being stored at Bo-Mar's warehouse until installation. Director Klitzing thanked Clay Township for funding the installation costs.

Mr. Garretson asked if the DORA (*designated outdoor refreshment area*) is planned to span the entire five miles of the Monon Trail. Director Klitzing replied that it will only include the section of the Monon Trail within the outlined street boundaries of the DORA. Further discussion occurred regarding the ins and outs of what is covered under the DORA versus current open container laws.

Director Klitzing pointed out that CCPR is currently working on revising the park rules which are posted online and at the parks. The park rules will be taken to the City Council for adoption and further change the ordinance to allow CPD (*Carmel Police Department*) to fully enforce these rules.

Mr. Garretson asked why we have not spent very much money from the Gift Fund 853 citing that the year is halfway over. Director Klitzing and Board President Hagan clarified that this is a non-reverting fund where the funding stays until we have a project to use the money towards.

Mr. Westermeier asked for an update on any issues with the filtration on the Leisure Pool at The Waterpark. Mr. Mehl replied that since the media in those filters were replaced last year, things have been going well.

Mr. Westermeier also wanted to make sure the City is aware of the covenants on the properties that border the Monon Trail that prevents anything alcohol related. Director Klitzing said he would make sure to check with City Council.

Information Items

Plan Commission

Nothing to report.

School Board

Ms. Browning announced that she is not seeking reelection at the end of this year, so there will be at least one open seat in the upcoming election season. Additionally, the Superintendent of Schools has announced retirement, and the Assistant Superintendent will be taking that job.

Parks Foundation

Nothing to add at this time.

Climate Action Plan (CAP) Advisory Committee

Mr. Mehl reported that the committee had a productive meeting last month in defining their role in guiding changes while navigating the new administration and a fairly new City Council.

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Board President Hagan reported that she watched the meeting. She asked again about light pollution as an item of discussion. Mr. Mehl explained that the committee has been given strict directives to stay within the CAP outlined strategies.

Park Board Comments / Discussion

No additional items for discussion.

Adjournment

Mr. Kirsh made a motion to adjourn the meeting, seconded by Mr. Blake with no objections. Board President Hagan adjourned the meeting at 7:15 p.m.

Approved,

Signed by:

L.D. Rude

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Signature

8/23/2024

Date

Signed by:

Judy Hagan

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Signature

8/16/2024

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/>.