



**CITY OF WESTFIELD, IN**  
**Parks and Recreation Board Meeting Agenda**

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**BOARD OR COMMISSION: Parks and Recreation Board Meeting**

**MEETING DATE: Wednesday, June 3, 2026 at 7:00 PM**

**MEETING PLACE: Westfield City Hall- Assembly Room**

**THE FOLLOWING AGENDA IS SUBJECT TO CHANGE AT THE DISCRETION OF PARKS AND RECREATION BOARD**

Julia Grimmer, President | Mayor Appointed | 3-year term | 1/1/25-12/31/26

Mike Hall, Vice President | 4-year term | 1/1/25-12/31/28

Terri Wolf, Secretary | City Council Appointed | 1-year term | 1/1/26-12/31/26 (non-voting)

Mike Antrim | Mayor Appointed | 4-year term | 1/1/26-12/31/29

LeAnne Zentz | Mayor Appointed | 2-year term | 1/1/25-12/31/27

Kurtis Baumgartner, | Mayor Appointed | 4-year term | 1/1/25-12/31/28

**CALL TO ORDER**

**NOTICE PRESENCE OF A QUORUM**

**PLEDGE OF ALLEGIANCE**

**CHANGES TO AGENDA**

**PUBLIC COMMENTS**

**APPROVAL OF MINUTES**

May 11, 2026

**OLD BUSINESS**

**NEW BUSINESS**

1. Action Item — Parks Resolution 26-139 - Markets Booth Policy

2. Action Item — Utility Reimbursement Agreement Park Street

**DIRECTOR'S REPORT**

**OTHER BUSINESS**

**NEXT REGULAR MEETING**

July 1, 2026

**ADJOURNMENT**



**CITY OF WESTFIELD, IN**  
**Parks and Recreation Board Meeting Minutes**

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**Monday, 11, 2026 at 7:00 PM**  
**Meeting Place: Westfield City Services – Main Level Conference Room**  
**WESTFIELD, INDIANA**

**CALL TO ORDER**

Attendance:

President: Julia Grimmer - Absent  
Vice President — Mike Hall — Present  
Board Member – Mike Antrim – Present  
Board Member – Kurtis Baumgartner – Present  
Board Member – Leanne Zentz – Present

**NOTE - PRESENCE OF A QUORUM**

Vice President Mike Hall noted the presence of a quorum and called the meeting to order at 7:00 PM

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**CHANGES TO AGENDA**

Remove Action Item #1

Motion to approve the agenda change:

Yes: Mike Hall, Kurtis Baumgartner, Mike Antrim, Leanne Zentz

Motion Determination: Passed

**PUBLIC COMMENTS**

Jack Bebiak

**APPROVAL OF MINUTES**

April 1, 2026, Parks and Recreation Board Minutes

Motion to approve: Kurtis Baumgartner

Second: Leanne Zentz

Yes: Mike Hall, Kurtis Baumgartner, Mike Antrim, Leanne Zentz

No: None

Motion Determination: Passed

## OLD BUSINESS

None

## NEW BUSINESS

### **2. Action Item – Park Street – GMP#2**

Vice President Mike Hall provided detail of this amendment, this is a Standard Form Agreement between the Owner and Construction Manager as Constructor for the Park Street Improvements Project, where the basis of payment is the Cost of the Work plus a Fee, with a Guaranteed Maximum Price (GMP) of \$4,520,133. The Construction Manager, F.A. Wilhelm, guarantees that the Contract Sum shall not exceed \$7,355,693. Vice President Mike Hall asked if there was a motion to authorize the Director to enter into GMP Amendment #2, dated April 29, 2026, to the agreement with F.A. Wilhelm Construction Company, Incorporated, incorporating the Guaranteed Maximum Price (GMP) for the specified work for the Park Street Improvements Project, with a GMP amount of \$4,520,133 and a total contract sum not to exceed \$7,355,693.

Kurtis Baumgartner made a motion to authorize the Director to enter into GMP Amendment #2 with F.A. Wilhelm Construction Company for the Park Street Improvements Project in the amount of \$4,520,133, with the total project cost not to exceed \$7,355,693. Mike Antrim seconded the motion.

Motion to Approve: Kurtis Baumgartner

Second: Mike Antrim

Yes: Mike Hall, Kurtis Baumgartner, Mike Antrim, Leanne Zentz

No: None

Motion Determination: Pass

## DIRECTOR'S REPORT

Green Day, the City's annual Arbor Day/Earth Day celebration, was a success with approximately 600 attendees. During the event, 400 saplings were distributed for residents to plant at home. In addition, the City of Westfield hosted an employee service project day, during which employees planted shrubs and trees at Grand Junction Plaza.

The Parks Department has scheduled 90 park programs over the next 80 days, including the Kids Summer Series, Workout Wednesday, Fitness in the Park, and Creek Stomps.

The Summer Farmers Market kicked off with more than 700 attendees during the first week. This week's market will feature Porch Party race kits, as well as appearances by IndyCar and Indianapolis 500 driver for autograph signings.

The Quaker Park Splash Pad is scheduled to open on May 22.

Construction documents for the Freedom Park pickleball courts and restroom facilities are approximately 90% complete. The Simon Moon project remains on schedule and is expected to be 90–95% complete by the end of May.

The "Name the Crane" contest received more than 300 submissions, with the winning name expected to be announced by the end of May.

The Summer Concert Series will kick off on May 29 with a performance by Dave and Rae.

**OTHER BUSINESS**

**NEXT REGULAR MEETING**

Wednesday, June 3, 2026, at 7:00PM

**ADJOURNMENT**

Vice President Mike Hall adjourned the meeting at 7:18 PM

Motion to approve: Mike Hall

Second: Leanne Zentz

Yes: Mike Hall, Kurtis Baumgartner, Mike Antrim, Leanne Zentz

No: None

Motion Determination: Passed

\_\_\_\_\_  
Julia Grimmer, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terri Wolf, Secretary

\_\_\_\_\_  
Date

These minutes are a summary of actions taken at the City of Westfield Parks and Recreation Board Meeting. A full recording of the meeting is available for viewing at: [n-u.ULbtuLy-u.t-E-omlci.tYQtwestfie1din](https://www.youtube.com/watch?v=ULbtuLy-u.t-E-omlci.tYQtwestfie1din)

RESOLUTION 26-139

**A RESOLUTION OF THE CITY OF WESTFIELD PARKS AND RECREATION BOARD APPROVING AND ADOPTING THE WESTFIELD MARKETS BOOTH POLICY**

**WHEREAS**, the City of Westfield, Indiana (“City”) is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council (“Council”);

**WHEREAS**, pursuant to Ordinance 24-08 and Ind. Code § 36-10-3 *et seq.*, the Council created a City Department of Parks and Recreation (“Department”) and a Parks and Recreation Board (“Board”);

**WHEREAS**, the Department operates the Westfield Farmers Market and the Westfield Winter Market (“Markets”); and

**WHEREAS**, the Board finds that adopting the attached Westfield Markets Booth Policy will promote best practices, transparency, and efficiency, and will be in the best interests of the City, its residents, and Markets vendors and attendees.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Westfield Parks and Recreation Board that:

Section 1. The foregoing recitals are fully incorporated herein by reference.

Section 2. The Westfield Markets Booth Policy, attached hereto as Exhibit “A”, is hereby adopted and approved.

Section 3. The Westfield Markets Booth Policy may be modified, amended, or repealed at any time by a majority vote of the Board.

Section 4. This Resolution is effective upon passage.

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

PARKS AND RECREATION BOARD  
CITY OF WESTFIELD, INDIANA

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President

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Vice President

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Member

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Member

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Member

ATTEST:

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# EXHIBIT A

**Policy PK 26-01**

**Policy Title: Westfield Markets Booth Policy**

**Policy Purpose: Set Forth Booth Type Definition and Qualifying Booth Type**

**Implementation Date: May 10, 2026**

**Revision Date:**

## **CITY OF WESTFIELD PARKS AND RECREATION DEPARTMENT Westfield Markets Booth Policy**

### **1. PURPOSE**

- A. As a part of the Parks and Recreation Department, the Westfield Farmers Markets and Westfield Winter Markets (“Westfield Markets”) are proud to serve Westfield and the surrounding communities by offering high-quality, locally produced goods. Our goal is to create a vibrant, vendor-focused marketplace that supports Indiana producers and provides an exceptional experience for visitors.
- B. To maintain the integrity of the Westfield Markets, this policy will define each type of booth that is recognized.
- C. In the effort to not compromise the theme and mission of Westfield Markets, this policy will clearly determine which booth type is eligible for participation.

### **2. DEFINITIONS**

#### **A. Vendor Booth**

- a. A Vendor Booth is defined as a business or individual selling products that are grown, raised, produced, or significantly created within the state of Indiana. Exceptions may be made at the Westfield Market’s discretion for unique products that cannot be produced in Indiana.

Eligible products include:

- i. Fresh produce, meat, and poultry
- ii. Baked goods, honey, and specialty foods and beverages
- iii. Plants and flowers
- iv. Pet products
- v. High-quality, handcrafted items such as candles, wooden goods, ceramics, personal care products, etc.

#### **B. Informational Booth**

- a. An Informational Booth is defined as any individual, organization, business, or non-profit whose primary purpose is promotion, outreach, or education, rather than selling eligible products.

3. ELIGIBILITY

- A. **Due to limited booth space and strong demand from product-based vendors, Informational Booths and/or non-profit booths are not permitted at the Westfield Markets.**

**UTILITY REIMBURSEMENT AGREEMENT**  
**THE CITY OF WESTFIELD – PARK ST PROJECT**

THIS AGREEMENT, made and effective this 2nd day of February, 2026, is by and between **Duke Energy Indiana, LLC**, an Indiana electric public utility corporation (hereinafter referred to as “DEI”), and The City of Westfield, in Indiana (hereinafter referred to as “the Local Government”).

**WITNESSETH:**

**WHEREAS**, as an Indiana public utility, DEI has the right under Indiana law to construct, operate and maintain its utility facilities upon Indiana public road right of way including but not limited to, Park St in **Westfield, Washington Township, Hamilton County**, Indiana; and

**WHEREAS**, DEI has constructed and now operates and maintains certain electric line facilities upon and/or along **Park St**, all of which are more particularly depicted or described on the attached Exhibit “A” (hereinafter referred to as “the Utility Facilities”); and

**WHEREAS**, the Local Government needs to make certain improvements to or within **Park St**, and the Local Government and DEI have determined that the Utility Facilities will need to be relocated before this improvement can be made by the Local Government; and

**WHEREAS**, the Local Government or DEI has acquired, or the Local Government or DEI will acquire, either at the expense of the Local Government, a relocation area which is not on public road right of way (including written easement rights to the relocation area which are reasonably acceptable to DEI), which area DEI has determined is suitable and is hereinafter referred to as “said relocation area”; and]

**WHEREAS**, the Local Government has requested DEI to relocate the Utility Facilities to said relocation area, as depicted or described on Exhibit “A,” and

**WHEREAS**, DEI is willing to relocate the Utility Facilities to said relocation area; provided that the Local Government reimburses DEI for the costs incurred by DEI so to do; and

**WHEREAS**, the Local Government is willing to reimburse DEI for such costs subject to the terms and conditions contained herein.

**NOW, THEREFORE**, for and in consideration of the mutual promises from, to and between DEI and the Local Government, hereinafter contained, DEI and the Local Government do hereby agree to and with each other, as follows:

**SECTION I.** DEI will relocate the Utility Facilities to said relocation area, as depicted or described on Exhibit "A" (hereinafter referred to as "the Work"). The preliminary estimated cost thereof is **\$57,492.00** as shown on the attached Exhibit "B."

**SECTION II.** The Local Government shall reimburse DEI for the actual costs incurred by DEI to perform the Work within forty five (45) days after receiving a written, itemized statement from DEI. DEI shall have the right to submit such statements for progress payments as the Work proceeds.

**SECTION III.** DEI shall not start the Work until the following has occurred:

(a) written notice has been given to DEI by the Local Government that (i) the Work has been authorized and funds are available to reimburse DEI, and (ii) all necessary public road right of way and/or easement area has been acquired for the Work,

(b) the Local Government has denoted the public road right of way line in the area of the Work, by staked survey at not more than 100 foot intervals with station markings,

(c) the Local Government has trimmed/removed all vegetation away from the public road right of way in the area of the Work, as reasonably determined by DEI, and

(d) the Local Government and DEI have executed this Agreement.

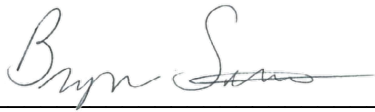
**SECTION IV.** DEI shall not discriminate against any employee or applicant for employment, in the performance of this Agreement, with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment because of race, color, religion, national origin or ancestry. Breach of this covenant may be regarded as a material breach of this Agreement.

**SECTION V.** DEI shall indemnify and hold harmless the Local Government from and against any and all legal liabilities and other expenses, claims, costs, losses, suits or judgments for damages, or injuries to or death of persons or damage to or destruction of property arising out of the Work (hereafter "Claim"); provided, however, that where the Local Government is negligent or engages in intentional misconduct with respect to the occurrence or occurrences giving rise to the Claim, DEI shall have no duty to indemnify and hold harmless the Local Government.

[Signature page follows.]

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized representatives, effective the date first above written.

**DUKE ENERGY INDIANA, LLC**

By: 

Printed Name: BRYNN STREETER

Printed Title: LEAD ENGINEERING TECH

Dated: 02/02/2026

**CITY OF WESTFIELD**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Title: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Title: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Title: \_\_\_\_\_

Dated: \_\_\_\_\_

Attest:

\_\_\_\_\_  
-Treasurer