

**Carmel/Clay Board of Parks and Recreation
Wednesday, November 9, 2022, 6:00 p.m.
John W. Hensel Government Center
10701 North College Avenue
Carmel, Indiana 46280**

The Carmel/Clay Board of Parks and Recreation will govern in a proactive manner as it applies to providing safe and well maintained parks, recreation facilities and programs in a fiduciary and responsible manner. The Board is a policy governing board, fulfilling its duties as mandated by state statute, putting the welfare of the citizens of Carmel and Clay Township first, and enabling staff to manage the park and recreation system in a manner that reflects the vision and mission. Our promise to our citizens is that we will leave the parks and recreation system better than we found it.

Tentative Agenda

- 1. Roll Call**
- 2. Call to Order & Pledge of Allegiance**
- 3. Presentation: Carmel Redevelopment Commission Update – Henry Mestetsky, Director**
- 4. Public Comments**
- 5. Staff Reports**
- 6. Finance Committee**
- 7. Minutes – Linus Rude**
 - a. October 11, 2022 Park Board Meeting
- 8. Financial Reports – Lin Zheng**
 - a. Consolidated Financial Report for August 2022
 - b. CCPR P&L Statements for September 2022
- 9. Claims – Lin Zheng**
 - a. Claim Sheet November 9, 2022
 - b. Clay Township Claim Sheet November 9, 2022
 - c. CCPR Payroll for October 7, 2022 and October 21, 2022
- 10. Monetary Gifts, Grants, Partnerships, and Sponsorships for October 2022 – Jonathan Blake**
- 11. New Business**
 - a. Consideration of Contribution toward Artwork within the Roundabout at 106th Street and College Avenue – Michael Klitzing
 - b. Presentation of Monon Community Center Indoor Playground Concept Plan – Michael Klitzing
 - c. Presentation of The Waterpark Next Big Splash Plan – Michael Klitzing
 - d. Consideration of Professional Services Agreement with Weihe Engineers for Planning Documents for the Main Street and River Road Park Project – Michael Klitzing
 - e. Consideration of Professional Services Agreement with Weihe Engineers for the River Heritage Park Perimeter Trail Project – Michael Klitzing
 - f. Consideration of Estimate for Reimbursable Utility (Fiber) – Kurtis Baumgartner
- 12. Old Business**
 - a. White River Greenway North Extension – Michael Klitzing
 1. Consideration of Grant Agreement with Central Indiana Regional Development Authority
 2. Consideration of Professional Services Agreement with SJCA
 - b. Clay Township Impact Program Updates – Michael Klitzing
- 13. Attorney's Report**
- 14. Director's Report**
 - a. Park Board Workshop; 6 p.m., Tuesday, January 17, 2023; Jill Perelman Pavilion
- 15. Information Items**
- 16. Park Board Comments / Discussion**
 - a. Park Board Purchasing Rules – Rich Taylor
- 17. Adjournment**

Carmel/Clay Board of Parks and Recreation Board Meeting Agenda Item

<small>PRESENTER</small> Kurtis Baumgartner, Assistant Director/COO of Parks and Recreation	<small>ACTION REQUESTED</small> No Action Required
<small>ITEM/SUBJECT</small> Staff Reports	
<small>DOLLAR AMOUNT/FUND</small> N/A	<small>MEETING DATE</small> November 9, 2022

Enclosed for your review are the following:

Selected news articles:

- This Dog Park Has an Eight-Month Waitlist
By Alex Espitia
dogtime.com, October 11, 2022
- Indiana Leadership Forum selects Class of 2023
Hamilton County Reporter, October 13, 2022
- Carmel Clay Parks brings back Trick-or-Treat for those with special sensory needs
Hamilton County Reporter, October 13, 2022
- No tricks, just treats – We're 1 week away from annual sensory-friendly Trick-or-Treat Walk Oct. 22
Good Day Carmel, October 17, 2022
- News from Carmel Clay Parks & Recreation
CCPR to host annual Sensory Friendly Trick-or-Treat Walk
West Park is now open!
City of Carmel Newsletter, October 21, 2022
- Carmel Reopens Two New Playgrounds & They Are Absolutely Amazing
Indy's Child, October 21, 2022
- Sensory Friendly Trick-or-Treat Walk
happeningnext.com, October 22, 2022
- Carmel's River Heritage Park now open
Hamilton County Reporter, October 22, 2022
- Carmel's West Park partially reopens
Hamilton County Reporter, October 23, 2022
- Citizen science data collection brings community together for parks' benefit
Hamilton County Reporter, October 23, 2022
- Park officially reopens! River Heritage Park on banks of White River reopens with new, improved features
Good Day Carmel, October 24, 2022

Standard monthly reports for September 2022:

- Fund 108 – ESE 12-Month Trailing Financial Trending Graph
- Fund 109 – Monon Community Center 12-Month Trailing Financial Trending Graph

Standard monthly reports for October 2022:

- Monon Community Center Pass Report
 - Membership Passes Trending Graph
- Employment Report
- Monthly Division Reports
 - ESE
 - Monon Community Center
 - Administration & Planning
 - Marketing
 - Parks & Natural Resources
- Financial Assistance (MCC and ESE)

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This Dog Park Has an Eight-Month Waitlist

By [Alex Espitia](#)
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(Picture Credit: sinseecho / Getty Images)

An Indiana dog park has an eight-month waitlist for some real estate on its lawns. Unbelievably, the waitlist to join the Carmel Central Dog Park includes 651 dogs.

A Hot ‘Dog’ Commodity

Carmel is in Hamilton County; the northern apex of Indianapolis’ sprawling suburbs. With a population of over 340,000, Carmel Central is the *only* dog park for the entire county. As a result, [IndyStar reports](#) how neighbors in Westfield, Fishers, and Noblesville have spiked demand for the 3-acre park. Complete with two fields split by breed size—plus an agility course—it’s not hard to see the appeal.

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“We just have a huge demand, so it’s just trying to be upfront with [people] as much as possible to manage those expectations for sure.”

That was Eric Mehl, Recreation Facilities and Programs Director for Carmel Clay Parks. For the Parks department, the best policy has always been transparency. On [their website](#), it warns you about the waiting list. But, membership here has a price. On top of \$11 monthly dues, members pay a \$45 fee for DNA testing—for [pet waste ID](#).

The park maintains a database with samples from all its members. Using the samples, the park stays nearly spotless. Carmel Clay Parks Director Michael Klitzing says, “Our goal is not to assess anyone a fine, but more importantly to ensure that the feces don’t result in contamination of the creek and ultimately the water source for the community.”

Listening to the Public

According to Klitzing, the community has asked for more dog parks, and the department intends to open at least two more. Recently, a Parks master plan survey showed that 24% of Carmel dog parents have a need for more off-leash space. Currently, the main issue is finding land. As for the neighboring towns, recent staffing shortages are a wrench in everyone’s plans. Westfield is exploring the idea, said Parks Superintendent Chris McConnell in an email. However, according to him, “Currently, we don’t have the staff to properly manage the logistics of a dog park operation.”



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In the meantime, it seems residents are happy to wait. While it might be easier to [rent a backyard](#) instead, Carmelians adore their dog park. Tonia Roudebush and her [black Lab](#) Sophie love the open space and sense of community. “We’ve loved it for years. I love the fact she can be off-leash. I love the forest, the people[,] and the safety of it,” says Roudebush.

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Indiana Leadership Forum selects Class of 2023

POSTED BY: THE REPORTER OCTOBER 13, 2022

Since 1993, the **Indiana Leadership Forum (ILF)**, a nonprofit educational program, has increased the involvement of civic, business, and cultural leaders in local, state and federal government.

ILF has over 500 graduates statewide who contribute to Indiana through their extraordinary leadership in the public and private sectors, and through dedicated service in a wide array of philanthropic organizations.

ILF has announced the selections for the Indiana Leadership Forum Class of 2023.

ILF Class of 2023



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- Carlton Anker, Lewis & Wilkins LLP, Associate Attorney
- Stu Barnes-Israel, Hidden River Group, Co-Founder
- Jonathan Blake, Carmel Clay Parks and Recreation, Administration & Planning Director
- Jacob Brandau, Options Schools, Inc., Chief Financial Officer
- Samantha Chenery, Allen County Government-Treasurer's Office, Chief Deputy Treasurer
- Dakota Coates, Ice Miller LLP, Associate Attorney
- Sydnee Cseresznyes, Torchbearer Public Affairs, Director of Government Affairs
- Tiffanie Ditlevson, Self-Employed, Realtor
- Gary Everling, Hendricks Regional Health, Senior Vice President and Chief Strategy Officer
- Lisa Everling, Dollard Evans Whalin LLC, Senior Pralegal/Pre-Law and Recover Now, LLC Substance Abuse Counseling, Owner
- Hunter Frost, Indiana House of Representatives, Legislative Assistant
- Roger Howard, Indiana Economic Development Corporation, International Trade Manager
- Liz Huston, Knowledge Services, StateRAMP Account Associate
- Elizabeth James, Charter Communications, LLC, Manager of State and Local Government Affairs
- Jim Johnson, Indiana State Senate, Legislative Assistant
- Mike Moga, Barnes & Thornburg LLP, Government Services Associate
- Noah Patten, International Medical Group, Associate Counsel & Compliance Counsel
- Evan Petty, Hallowell Consulting, LLC, Director of Client Services
- Luke Rayfield, United States Navy, Commanding Officer
- Ryan Ritchie, RJL Solutions, Vice President of Government Relations
- Nick Schellinger, Garmon Construction Services, Business Development Associate



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- Carson Smith, Envoy, Inc., Business Development Associate
- Nathan Uldricks, Fabius Labs, Senior Product Management
- Pone Vongphachanh, City of New Haven, Director of Development Services
- Tyler Warman, Governor's Office, Director of Intergovernmental Affairs

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THE LATEST OCTOBER 16, 2022 | WHEN MY PRAYERS CHASE SQUIRRELS

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Carmel Clay Parks brings back Trick-or-Treat for those with special sensory needs



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Photos provided by Carmel Clay Parks & Recreation

POSTED BY: THE REPORTER OCTOBER 13, 2022

Carmel Clay Parks & Recreation (CCPR) will hold its annual Sensory Friendly Trick-or-Treat Walk from 1 to 3 p.m. on Saturday, Oct. 22 along the **Central Park** East trails.

To provide inclusive experiences for the community, CCPR hosts sensory-friendly events as part of its **adaptive programming** designed for individuals with disabilities.

“Carmel Clay Parks & Recreation strives to provide programming for all members of our community,” Inclusion Program Supervisor Kelvin Solares said.

“Holidays, like Halloween, can be very overwhelming for individuals with sensory needs. We are excited to offer Sensory-Friendly Trick-or-Treat again this year to remove barriers and provide an accessible way to celebrate.”

During the trick-or-treat walk there will be no loud music, scary decorations, or people dressed in masks or full-body costumes. CCPR’s adaptive program volunteers will dress in fun, non-frightening costumes and pass out treats.

CCPR requests all trick-or-treaters bring their own bag or basket for candy and wear friendly costumes that are not frightening (refrain from wearing masks that cover the full face). Trick-or-treaters can go around the trail loop multiple times.

Pre-registration is required for each trick-or-treater. The cost to participate is \$10. Register for the Sensory-Friendly Trick-or-Treat walk in person at the **Monon Community Center** or online [here](#).

About Sensory-Friendly Events

Sensory-friendly events are structured for individuals with sensory needs who might become overwhelmed or overstimulated by their senses, including sight, sound, and touch. During sensory-friendly events, the environment is changed so those with sensory needs are comfortable, can participate fully, and enjoy time with family and friends.



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Young, Sandra

From: Good Day Carmel <newsletter@gooddaycarmel.com>
Sent: Monday, October 17, 2022 6:14 AM
To: Young, Sandra
Subject: There's a new 'Bier' in town ...

Follow Up Flag: Follow up
Flag Status: Flagged

Treat your boss to a special fall treat and have a ...



No tricks, just treats

We're 1 week away from annual sensory-friendly Trick-or-Treat Walk Oct. 22

**BRINGING YOU A
SMILE WITH OUR
DAILY DOSE OF
GOOD NEWS!**

**Share with a friend and
tell them to click below**



If trick-or-treat is ever difficult for you, Carmel Clay Parks has a great solution! Join friends and family on October 22 from 1-3 p.m. for a sensory-friendly Trick-or-Treat Walk. Put on your favorite costume and don't forget your bag for candy! Friendly volunteers will be dressed-up without scary or frightening masks or costumes along Central Park Trails.

Enjoy the festive fall experience at your own pace. Only trick or treaters need to be registered, but [pre-registration is required](#). ****Program designed for individuals with disabilities.***

Movies at Midtown: Fall Edition

Halloween movies on the big screen during the month of October, Monday's feature is Hotel Transylvania

to subscribe to Good Day Carmel!



GOOD MORNING!



Today is Monday, October 17, **National Boss's Day**! This day was created to show your appreciation to a great boss who inspires and supports you. It is an excellent opportunity to do a little something to show your appreciation like giving them a card, a special treat from a local business, or a cup of coffee. Did you know in 1979, Hallmark Cards introduced Boss's Day cards to their inventory.

WEATHER

A cold front is moving in

[View as a webpage / Share](#)



A city to experience

News from the City of Carmel - October 21, 2022

Battle of the Badges 2022

Head to the Indiana Farmers Coliseum today at 3 p.m. and watch your favorite Carmel Police Officers and Firefighters battle it out, along with other local first responders, in the 2022 Battle of the Badges hockey game.

BATTLE OF THE BADGES
OCTOBER 21ST 2022
INDIANAPOLIS
SCAN ME
In Partnership with the INDY Fuel.
BATTLE OF THE BADGES INDY 2022
INDY FUEL
The Fuels Home Opening night!

COME JOIN US OCTOBER 21ST FOR A NIGHT OF HOCKEY BETWEEN YOUR LOCAL POLICE OFFICERS, FIREFIGHTERS, & EMS. TICKETS COST \$25 AND CAN BE BOUGHT ONLINE AT [HTTPS://BIT.LY/3CQQ9CD](https://bit.ly/3CQQ9CD).

\$10 OF THE TICKET COST WILL BE DONATED DIRECTLY TO THE MAKE-A-WISH FOUNDATION AND YOUR TICKET WILL BE HONORED FOR THE FUEL GAME AS WELL. DOORS OPEN AT 2 PM FOR THE BOTB. SO COME ON DOWN TO THE INDIANA FARMERS COLISEUM OCTOBER 21ST FOR A GREAT NIGHT OF HOCKEY AND ALSO SUPPORT THE INDY FUEL FOR THEIR HOME OPENING NIGHT!

High School's Select Sound. Members of Select Sound will be caroling around the Center during the event from 2-5 p.m.

[Click here for more information about this event.](#)

News from Carmel Clay Parks & Recreation



CCPR to host annual Sensory Friendly Trick-or-Treat Walk

When: Saturday, October 22 from 1 - 3 p.m. along the [Central Park East](#) trails.

To provide inclusive experiences for the community, CCPR hosts sensory-friendly events as part of its adaptive programming designed for individuals with disabilities.

During the trick-or-treat walk there will be no loud music, scary decorations, or people dressed in masks or full-body costumes. CCPR's [adaptive program](#) volunteers will dress in fun, non-frightening costumes and pass out treats.

[Click here to register.](#)

West Park is now open!

[West Park](#), located at 2700 W. 116th Street, is now partially open for the public to enjoy. The popular west-side park received a complete transformation as part of Carmel Clay Parks & Recreation's [Reimagining Parks initiative](#). Park updates were made possible by the [Clay Township Impact Program](#).



For the full news release, [click here](#).

Carmel • Clay
Parks & Recreation

Performing Arts in the City

The City of Carmel is home to a variety of venues to enjoy world-class entertainment. Upcoming events and performances are below. Be sure to click on the images for event details.

Center Presents at The Palladium



Home ✧ Things To Do ✧ Playgrounds

Things To Do Playgrounds

Carmel Reopens Two New Playgrounds & They Are Absolutely Amazing!

INDY'S CHILD ♦ OCTOBER 21, 2022

Two of Carmel Park & Recreation's parks reopened this week with brand new designs as part of Carmel Clay Parks and Recreation's (CCPR) Reimagining Parks initiative. The revamped **West Park** and **River Heritage Park** were built with the goal of updating and enhancing existing parks by making them more accessible, safer, and available year-round.

West Park

2700 W 116th St, Carmel

West Park, one of the largest parks in Carmel, is now partially open for the public to enjoy. Parkgoers can explore West Park's new features, with exception of the **splash pad**, which operates seasonally. Portions of the park with freshly seeded prairie or turf are also cordoned off to protect these areas until they're established.

The whimsical new **playground** equipment takes play to new heights—literally. A towering clock structure and more await!

Visitors to the playground will also find separate playgrounds for young children and older children, swings, a merry-go-round, musical instruments and lots more.



River Heritage Park

11813 River Road, Carmel

River Heritage Park's new **playground** has two main sections: the front pod, which is located at the entrance of the park, and the back trail, which winds through the wooded areas extending toward the White River.

In 2001, River Heritage Park's **accessible playground** was dedicated as "Everybody's Playground." When the park was reimagined in 2022, inclusion remained a top priority, and providing access to the community's most significant natural resource: the White River.



Other Carmel Clay Parks & Recreation's (CCPR) Reimagining Playgrounds

Carey Grove Park

Reopened Winter 2021

The playground at **Carey Grove** is divided into two sections: one side for young children up to age 5, and the other side for kids ages 5 through 12. In both playgrounds, kids can find a variety of playground features, including slides, swings and lots of opportunities to climb. The entire playground has a rubber surface under foot to help ensure safety. The playground has been modernized and looks very unique. One of the first features you see as you step onto the playground is a giant orb-looking merry-go-round!



Lawrence W. Inlow Park

Reopened Summer 2022

Lawrence W. Inlow Park is sectioned into three separate playgrounds, each with fun and different things to enjoy, including embarkment swings, ground-level ropes courses, multiple slides and monkey bars to swing on. The playground is covered with artificial turf and rubberized safety surface, to help everyone stay nice and safe.



Meadowlark Park

Reopened Summer 2022

The new playground at Meadowlark Park features three big play structures for kids of all ages to enjoy. The structure for big kids includes geometric domes that kids can climb up to and through, and metal slides that send you back to the ground. There's also a play structure for climbers and parkour enthusiasts that features bridges to cross, monkey bars to swing from and other obstacles. The play structure for babies and young kids also invites tiny tots to climb, slide and explore, but everything is scaled smaller for the youngest adventurers.



HAPPENINGNEXT



Sensory Friendly Trick-or-Treat Walk

Schedule

Sat Oct 22 2022 at 01:00 pm

Location

Central Park | Carmel, IN



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If trick-or-treat is ever difficult for you, we have a great solution! Join us for our Sensory Friendly Trick-or-Treat Walk.

Put on your favorite costume and don't forget your bag for candy! Friendly volunteers will be

dressed-up without scary or frightening masks or costumes along Central Park Trails. Enjoy the festive fall experience at your own pace. Only trick or treaters need to be registered, but pre-registration is required.

*Program designed for individuals with disabilities.

Price: \$10

Register:

https://anc.apm.activecommunities.com/carmelclayparks/activity/search/detail/22992?onlineSiteId=0&from_original_cui=true

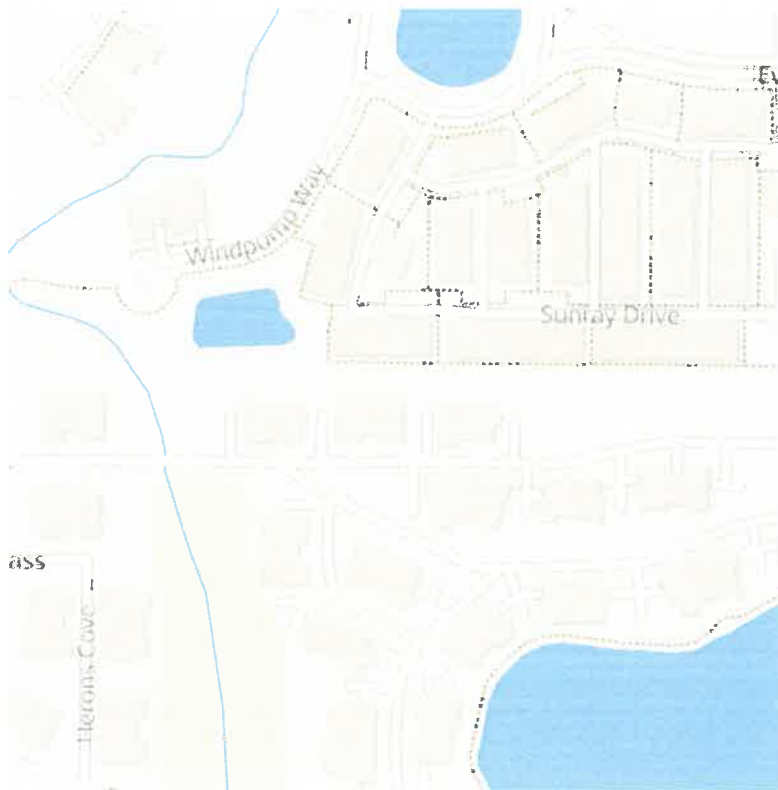
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Where is it happening?

📍 Central Park, 1235 Central Park Dr E, Carmel, IN, United States, Carmel, United States

Event Location & Nearby Stays:



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Carmel's River Heritage Park now open



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Photos provided by Carmel Clay Parks & Recreation

POSTED BY: THE REPORTER OCTOBER 22, 2022

River Heritage Park, located at 11813 River Road, Carmel,
is now open for the public to enjoy.

The park received a major overhaul as part of Carmel Clay Parks & Recreation's (CCPR) **Reimagining Parks** initiative and the **Clay Township Impact Program**.

In 2001, River Heritage Park's accessible playground was dedicated as "Everybody's Playground." When the park was reimagined in 2022, the focus on inclusion remained a top priority. The park's updates focus on accessible play and providing access to the community's most significant natural resource: the White River.

Inclusive playground features

The park's new playground has two main sections: the front pod, which is located at the entrance of the park, and the back trail, which winds through the wooded areas extending toward the White River.

Both sections include play features that are wheelchair accessible, including a swing and merry-go-round. Play experiences along the back trail provide options for parkgoers with varying levels of mobility and body strength, including zip lines, climbing structures, and more.

Wheelchair accessible nature trail

A looping nature trail invites parkgoers on an adventure through the forest and along the White River. The unique trail has a hard, rubberized surface and boardwalks that are wheelchair friendly.

White River overlooks

Two new overlooks offer tranquil viewing of the White River. The structures are wheelchair friendly and feature foot railings for safety and unobstructed viewing.


"We've created a nature trail to our community's most significant natural resource – the White River," CCPR Executive Director Michael Klitzing said. "It's very easy for people to use by intention. Whether you are walking,



Hamilton County Reporter
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in a wheelchair, or pushing a stroller, it is a place all members of the public can go out and enjoy.”

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ON "CARMEL'S RIVER HERITAGE PARK NOW OPEN"

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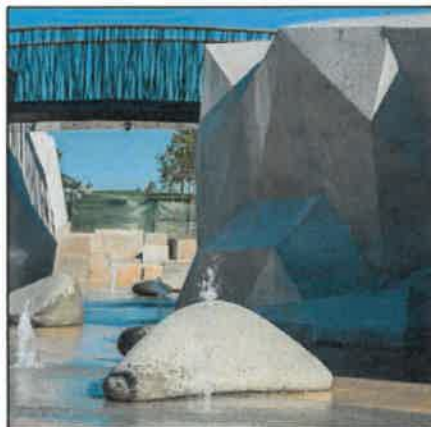
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THE LATEST **OCTOBER 23, 2022 | HSE AVENGES EARLY SEASON LOSS, IN NOBLESVILLE**

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Carmel's West Park partially reopens



Photos provided by Carmel Clay Parks & Recreation

POSTED BY: THE REPORTER OCTOBER 23, 2022

West Park, located at 2700 W. 116th St., is now partially open for the public to enjoy.

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The popular west-side park received a complete transformation as part of Carmel Clay Parks & Recreation's (CCPR) **Reimagining Parks** initiative. Park updates were made possible by the **Clay Township Impact Program**.

Parkgoers can explore West Park's new features, with exception of the splash pad, which operates seasonally. Portions of the park with freshly seeded prairie or turf are also cordoned off to protect these areas until they're established.

New playground

The whimsical new playground equipment takes play to new heights – literally. A towering clock structure and **more await**.

Splash pad with waterfalls

The new integrative splash pad incorporates elements from the park's most beloved feature, Jill's Hill. Splash through the "canyon," waterfalls, and more.

CCPR splash pads open daily Memorial Day through Sept. 30.

"The design at West Park plays off imagination and incorporates features of the park completely different than anything I have seen," said Kurtis Baumgartner, CCPR Assistant Director/COO. "The park's design was inspired by the kids who attended our focus groups in 2019. We can't wait for them to see how their ideas have come to life."

Additional updates to the park include year-round restrooms, expanded parking lot, picnic shelters (reservations available starting in 2023), improved trail system, and a restored prairie maze.



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THE LATEST

OCTOBER 23, 2022 | WESTFIELD LIONS CELEBRATE 92 YEARS OF SERVICE

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Citizen science data collection brings community together for parks' benefit

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62	65	61	51	50	52	57
43	38	35	30	29	35	

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(Above left) Carmel High School Assistant Principal Brittany Wiseman prepares students for leadership assignments along the Monon Trail.

(Above right) Kelli Thomas, Pro/Act Indy, also participated in native seed sorting. (Photos provided)

POSTED BY: THE REPORTER OCTOBER 23, 2022

The Leadership Connection outreach program in Carmel is the largest volunteer event supervised by Carmel Clay Parks & Recreation in 2022. Six groups of Carmel Rotarians, Carmel firefighters, students from Carmel High School and Christel House Watanabe Manual High School (Indianapolis) and their chaperones recently took part in Citizen Science Data Collection, Native Seed Sorting, Honeysuckle Removal, and Litter Clean-Up in three Central Park locations. "This program will play a major role in enhancing Leadership Connection by enabling business, community, and non-profit executives to have an impact on the next generation of leaders within our community and region," Leadership Connection Chairman Dr. Markoff said.



Photos provided

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BE THE FIRST TO COMMENT

ON "CITIZEN SCIENCE DATA COLLECTION BRINGS COMMUNITY TOGETHER FOR PARKS' BENEFIT"



Hamilton County F
9,744 followers





good day CARMEL

Park officially reopens!

River Heritage Park on banks of White River reopens with new, improved features



River Heritage Park, 11813 River Road, is now open for the public to enjoy. The park received a major overhaul

**BRINGING YOU
A SMILE WITH
OUR DAILY
DOSE OF GOOD
NEWS!**

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and tell them to
click below to
subscribe to Good
Day Carmel!**



as part of Carmel Clay Parks “Reimagining Parks” initiative and the Clay Township Impact Program. In 2001, River Heritage Park’s accessible playground was dedicated as “Everybody’s Playground.” When the park was reimagined in 2022, the focus on inclusion remained a top priority. The park’s updates focus on accessible play and providing access to the community’s most significant natural resource: the White River.

INCLUSIVE PLAYGROUND

The park’s new playground has two main sections: The front pod, at the entrance of the park, and the back trail, which winds through the wooded areas extending toward the White River. Both sections include play features that are wheelchair-accessible, including a swing and merry-go-round. Play experiences along the back trail provide options for parkgoers with varying levels of mobility and body strength, including zip lines, climbing structures, and more!

A TRAIL FOR WHEELCHAIRS

A looping nature trail invites parkgoers on an adventure through the forest and along the White River. The unique trail has a hard, rubberized surface and boardwalks that are wheelchair friendly.

SEE THE RIVER

Two new overlooks offer tranquil viewing of the White River. The structures are wheelchair friendly and feature foot railings for safety and unobstructed viewing.

“We’ve created a nature trail to our community’s most significant natural resource – the White River,” said Michael Klitzing Executive Director. “It’s very easy for people to use by intention. Whether you are walking, in a wheelchair, or pushing a stroller, it is a place all members of the public can go out and enjoy.”

GOOD MORNING!



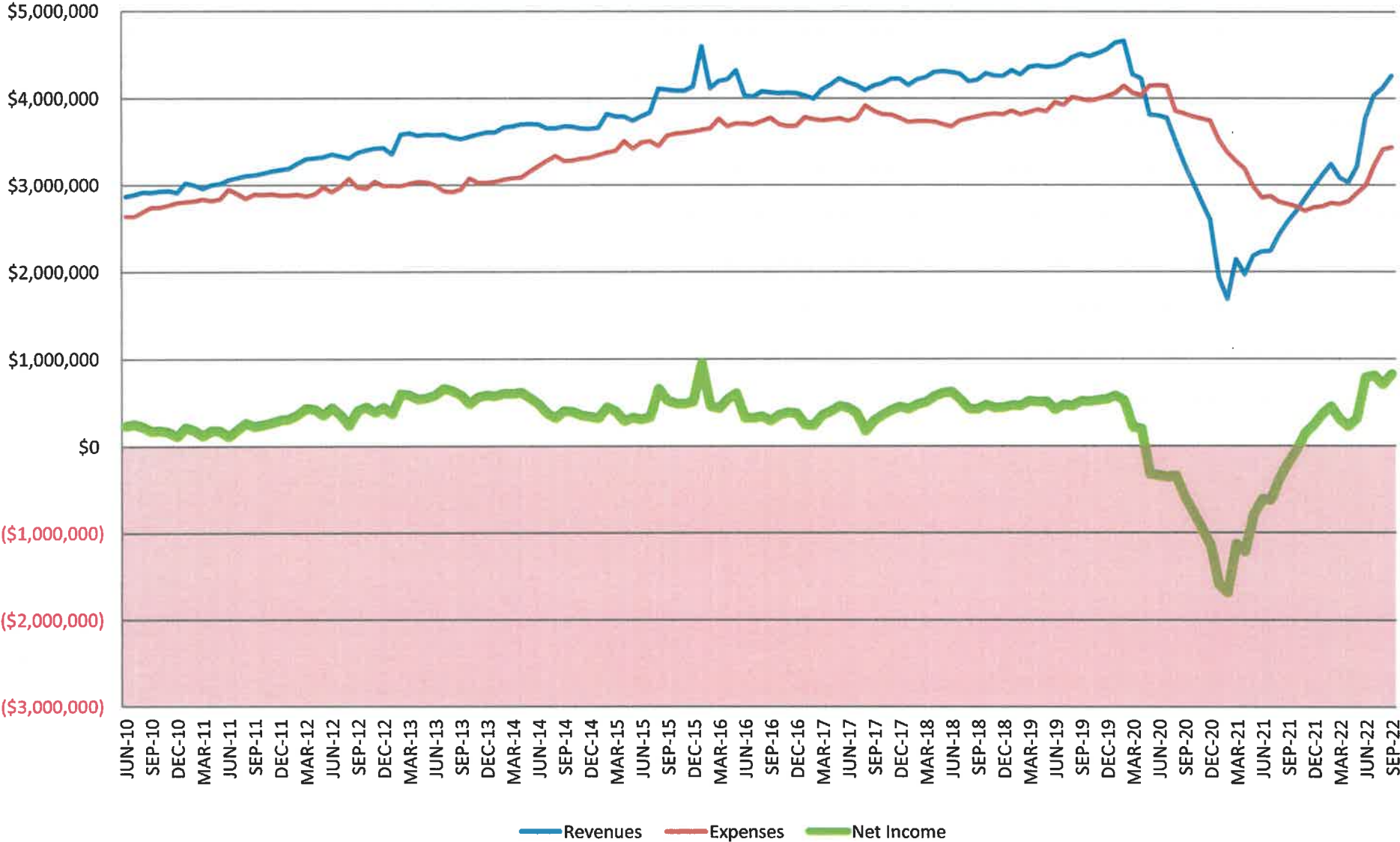
Today is Monday, October 24, **National Bologna Day**. Bologna is named after the Italian city of the same name, but over there they call it *mortadella*. These days, “baloney” is sold at baseball stadiums, lunch counters, delis, inside tin cans and in the glass cases of butchers. It can be fried and thrown on toasted bread with pickles, onions, tomatoes, and lettuce. Or it can be served cold with thick slices of cheddar on white bread. It can be chopped up and mixed with crumbled, hard boiled eggs, mayo, and veggies for a bologna salad.



WEATHER

Another beautiful day in Carmel, a high of 76, low of 58. Get out and enjoy as we have a

FUND 108 - EXTENDED SCHOOL ENRICHMENT
12-MONTH TRAILING FINANCIALS - 09/30/2022



FUND 109 - MONON COMMUNITY CENTER

12-MONTH TRAILING FINANCIALS - 09/30/2022



MONON COMMUNITY CENTER PASS REPORT

OCTOBER 2022

- NET CHANGE -

	ANNUAL	MONTHLY	OTHER	TOTAL	% ¹	PREV. MONTH	PREV. YEAR
<u>MCC MEMBERSHIP PASSES</u>							
Youth	8	286		294		(18)	81
Adult	39	2,484		2,523		21	550
Senior	12	327		339		19	76
Senior (Legacy Pricing)	11	94		105		0	(13)
Military	0	21		21		0	7
Household	10	903		913		(39)	177
MCC Passes	80	4,115		4,195		(17)	878

Add'l HH Members				3,433		(158)	464
MCC Members				7,628	57%	(175)	1,342

CORPORATE MEMBERSHIP PASSES

Youth	0	9		9		(3)	3
Adult	21	235		256		14	(2)
Senior	0	23		23		(1)	4
Senior (Legacy Pricing)	0	0		0		0	0
Household	2	112		114		(1)	7
Corporate Passes	23	379		402		9	12

Add'l HH Members				425		(7)	29
Corporate Members				827	6%	2	41

INSURANCE-PAID MEMBERSHIP PASSES

Prime			1,620	1,620		40	(588)
SilverSneakers			1,167	1,167		17	(327)
Active&Fit			761	761		24	78
Silver&Fit			159	159		9	39
Optum-Renew Active			1,278	1,278		42	49
Insurance Passes/Members			4,985	4,985	37%	132	(749)

TOTAL PASSES	103	4,494	4,985	9,582		124	141
---------------------	------------	--------------	--------------	--------------	--	------------	------------

Percent of Total Passes	1%	47%	52%				
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TOTAL MEMBERS				13,440		(41)	634
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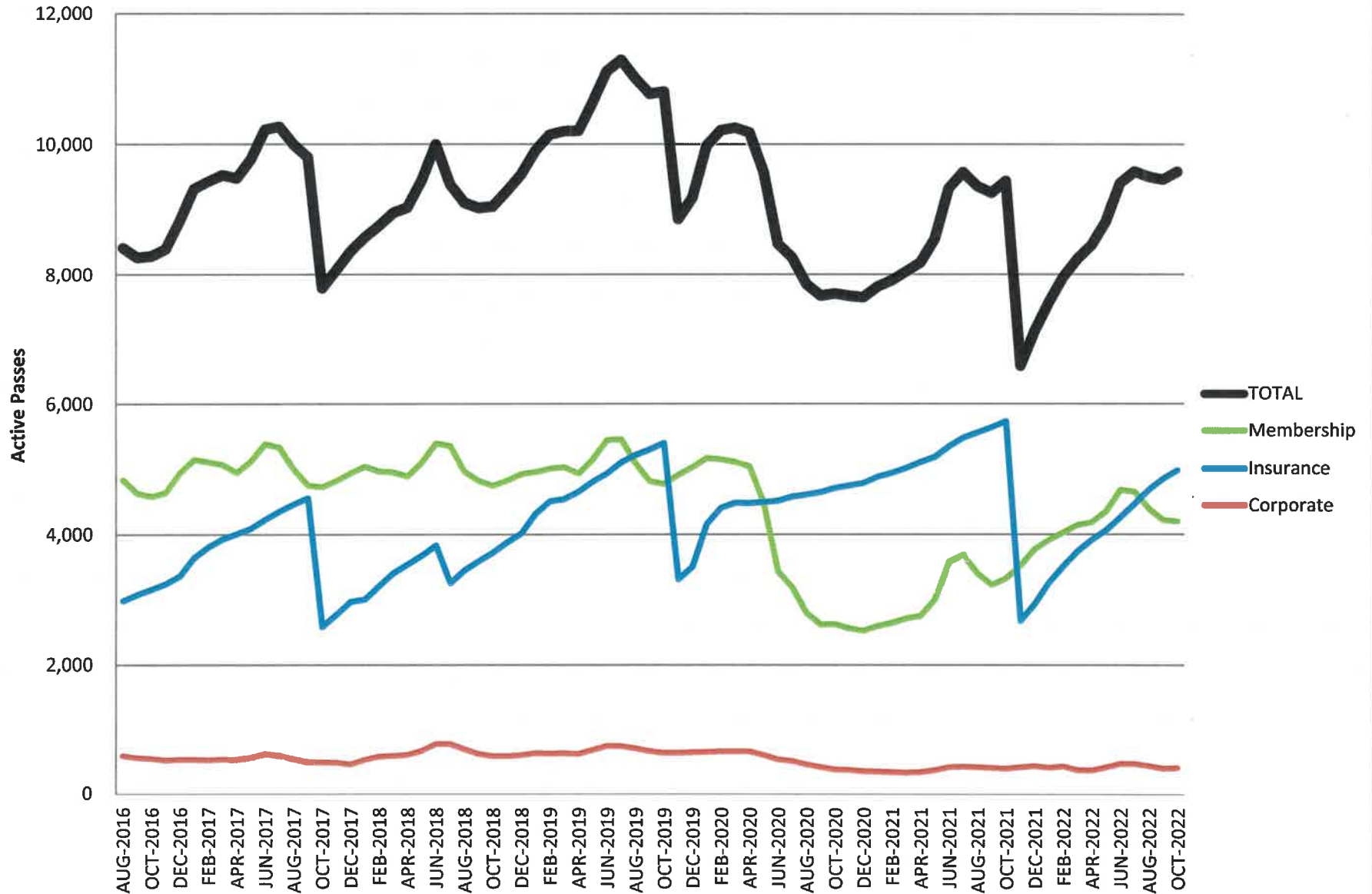
¹ Percent of Total Members

CARMEL CLAY TRACK PASSES

Track Passes				1,093		(28)	880
Carmel Clay Track Passes				1,093		(28)	880

MONON COMMUNITY CENTER

ANNUAL, MONTHLY & INSURANCE PASSES AS OF 10/31/2022



Carmel • Clay Parks & Recreation

Employment Report

For Period: October 2022

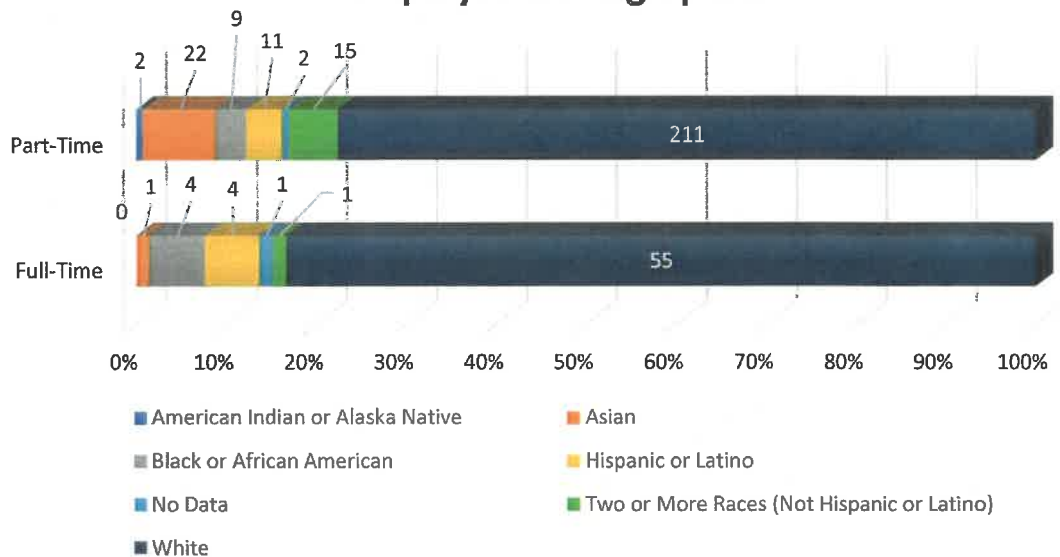
Employees by Status	Full-Time	Part-Time	Subtotal
All Employees ¹	66	325	391
Leaves of Absence ²	0	53	53
Period Ending Totals	66	272	338

1 - Includes employees in 'Active' and 'Leave' status.

2 - 'Leaves of Absence' count includes seasonal employees.

Employment by Division	Full-Time	Part-Time	Subtotal
Executive	3	0	3
Administration + Planning	8	2	10
Extended School Enrichment/SCS	19	84	103
Marketing + Communications	2	1	3
Parks + Natural Resources	15	10	25
Recreation + Facilities	19	175	194
Period Ending Totals	66	272	338

Employee Demographics





Extended School Enrichment

Monthly Division Report October 2022

Before & After School Program

Participation Rates

Total Registered Students (as of 10/27/22): 1902*
Comparison from Oct 2021 to Oct 2022: +218 (Oct 2021: 1684)
*NOTE: ESE paused accepting new enrollments for the 22/23 school year on Oct 20, 2022

Average Daily Attendance per School in Oct:

- Late Start Before School: 27 (Oct 2021: 25)
- After School: 88 (Oct 2021: 74)

Scholarships Awards (Fee Waivers)

Total Students Receiving Scholarships Awards/Fee Waivers: 43
Value of Scholarships Awards/Fee Waivers for Oct 2022: \$12,948.25

Employee Discounts (Fee Waivers)

Total Number of Employees Receiving ESE Discounted Rate: 165

- CCPR Employees: 3
- City of Carmel Employees: 7
- Carmel Clay Schools Employees: 155

Total Value of Employee Discount Fee Waivers for Oct 2022: \$21,844

- CCPR/City of Carmel Employees: \$847
- Carmel Clay Schools Employees: \$20,997

Program Highlights: ESE celebrated the 23rd annual Lights On Afterschool with festivities at all 11 school sites as a day of recognition for the afterschool programs keeping kids safe, helping working families, and inspiring learning.



Extended School Enrichment is founded on the belief that each and every student is capable of being successful. We are committed to setting high expectations and assuring the development of a strong foundation in basic life skills.



Monthly Division Report – October, 2022

Monon Community Center Highlights:

- Standard Memberships ended at 88% of pre-COVID levels again this month.
- Appointments are still required for KidZone and Group Fitness Classes to control capacity.
- A couple pieces of small strength equipment were added to the fitness floor. The fitness floor was also rearranged slightly to allocate more space to strength training in response to the recent Member Survey and growing national trends.

Total Participation for October:

Annual/Monthly Memberships Sold/Rejoined: 474

Day/Punch Passes Visits: 1,319

Total Member Visits: 35,336

Group Fitness Classes Participation: 7,966

Corporate Wellness Package

	Total
Participating Companies	16
Passholders	827

Recreation Program Highlights

- We had 862 participants in the 63 program sessions we were able to offer in various categories.

Rentals

Amenity	# of Rentals
Shelters	17
Pavilion Rentals	3
Room Rentals	3
Birthday Parties	9
Aquatics	0
Cabanas	0

Scholarships

Pass Scholarships		Program Scholarships	
Customers Served	Subsidy Value	Customers Served	Subsidy Value
17	\$1,042.00	0	\$0.00
Served YTD	Value YTD	Served YTD	Value YTD
23	\$9,642.50	0	\$0.00

Work Orders

	Total Work Orders Filed	Total Hours	Total Service Calls
October, 2022	67	34.3	8
YTD Total	762	476.5	36

**Administration & Planning Division
Gift Fund 853 Report
October 2022**

Designated For	Beginning Cash Balance	Current Month Revenues	Current Month Expenses	Ending Cash Balance
Bear Creek Park	\$ 67,500.00	\$ -	\$ -	\$ 67,500.00
Interpretive Signage	\$ 13,309.71	\$ -	\$ -	\$ 13,309.71
Invasive Species Mgmt/Restoration	\$ 24,303.80	\$ -	\$ 2,187.28	\$ 22,116.52
Central Park North Woods	\$ -	\$ -	\$ -	\$ -
Pedal & Park	\$ 5,917.92	\$ -	\$ -	\$ 5,917.92
Staff Appreciation	\$ 600.00	\$ -	\$ 341.78	\$ 258.22
Volunteer Program	\$ 127.00	\$ -	\$ -	\$ 127.00
West Park	\$ 2,160.00	\$ -	\$ -	\$ 2,160.00
James Engledow Memorial	\$ 820.00	\$ -	\$ -	\$ 820.00
Meadowlark Park Shade Structures	\$ 5,081.00	\$ -	\$ -	\$ 5,081.00
Undesignated (General)	\$ 9,065.84	\$ -	\$ 85.87	\$ 8,979.97

Month End Cash Balance

\$ 126,270.34

I hereby certify that the amounts listed above are true and correct and that I have audited the same in accordance with IC 5-13-6-1, *et seq.*


Administration & Planning Director

**October interest not yet posted.*

MARKETING REPORT | October 2022

MEMBERSHIP | FALL 2022

We continued our fall membership campaign in October. This month's marketing tactics for this campaign included advertisements with Cumulus, Facebook, Instagram, theCityMoms, WFYI, WTTS, OneZone, and Google.

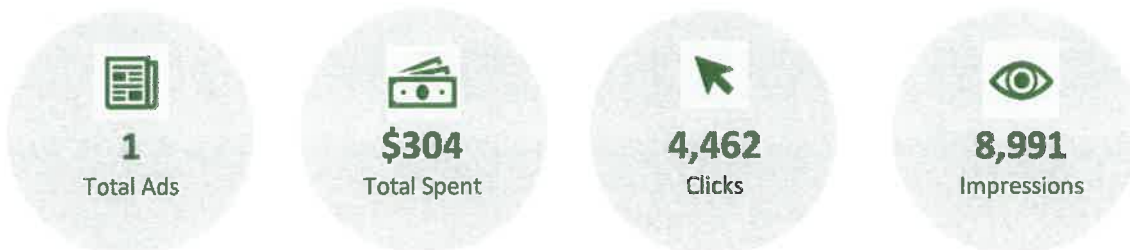
CCPR RECRUITMENT | FALL 2022

We continued our recruitment campaign in October. This month's marketing tactics for this campaign included advertisements with Cumulus, Facebook, Instagram, *Current in Carmel*, and the Carmel High School Newsletter, as well as organic social media posts.

KEY PERFORMANCE INDICATORS



GOOGLE ADS SUMMARY



SOCIAL MEDIA

SUMMARY OF SOCIAL MEDIA PLATFORMS



FACEBOOK

Posts on Facebook are directed toward local parents and families as well as visitors.



INSTAGRAM

Posts are passionate and informational for women ages 25-44 located in Indianapolis and Carmel.



TWITTER

Messages are directed toward business, news outlets, and community organizations.



LINKEDIN

Messages are directed toward CCPR staff, potential staff, and industry professionals.

PRIMARY CROSS-CHANNEL METRICS

This month, Marketing saw the following numbers across all five social media platforms:

KEY PERFORMANCE INDICATOR	RESULTS
Total Posts	59
Total Engagement <i>(number of interactions on posts)</i>	5,726
Total Audience <i>(number of followers across all platforms)</i>	33,569
Net New Audience <i>(number of new followers across all platforms)</i>	354
Total Reach <i>(total number of people who saw content)</i>	160,215

TOP POSTS



Top Instagram Post
West Park Opened
535 Engagements
3,636 Impressions



Top Facebook Post
West Park Opened
2,681 Engagements
75,420 Impressions



Top LinkedIn Post
Tee-rific Team
198 Engagements
606 Impressions

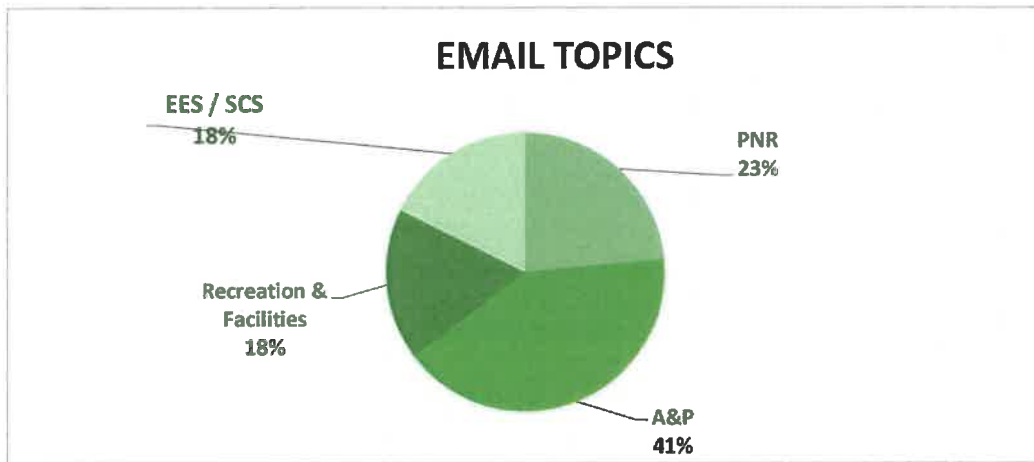


Top Twitter Post
West Park is Open
46 Engagements
883 Impressions

ENEWSLETTERS

This month, Marketing saw the following numbers across all scheduled email communications:

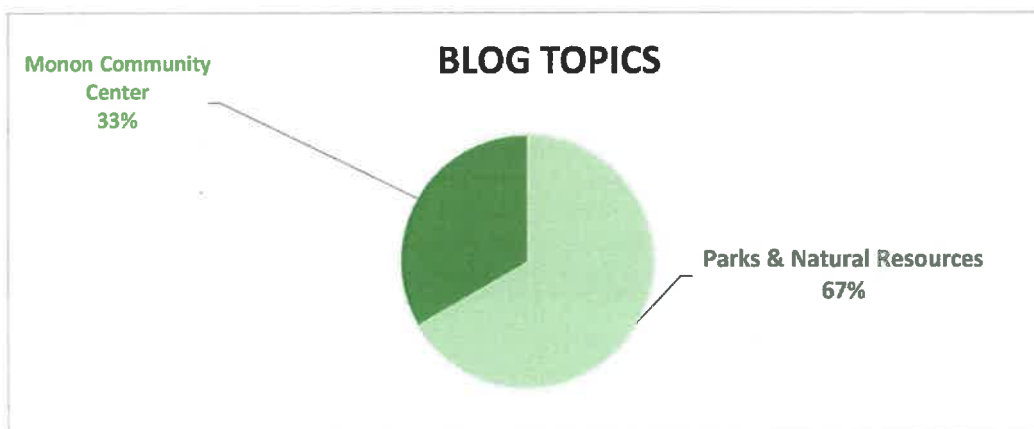
KEY PERFORMANCE INDICATOR	RESULTS
Total Newsletters Sent	17
Total Sends	26,546
Average Open Rate	47.4%
Average Click Rate	2.9%



BLOGS

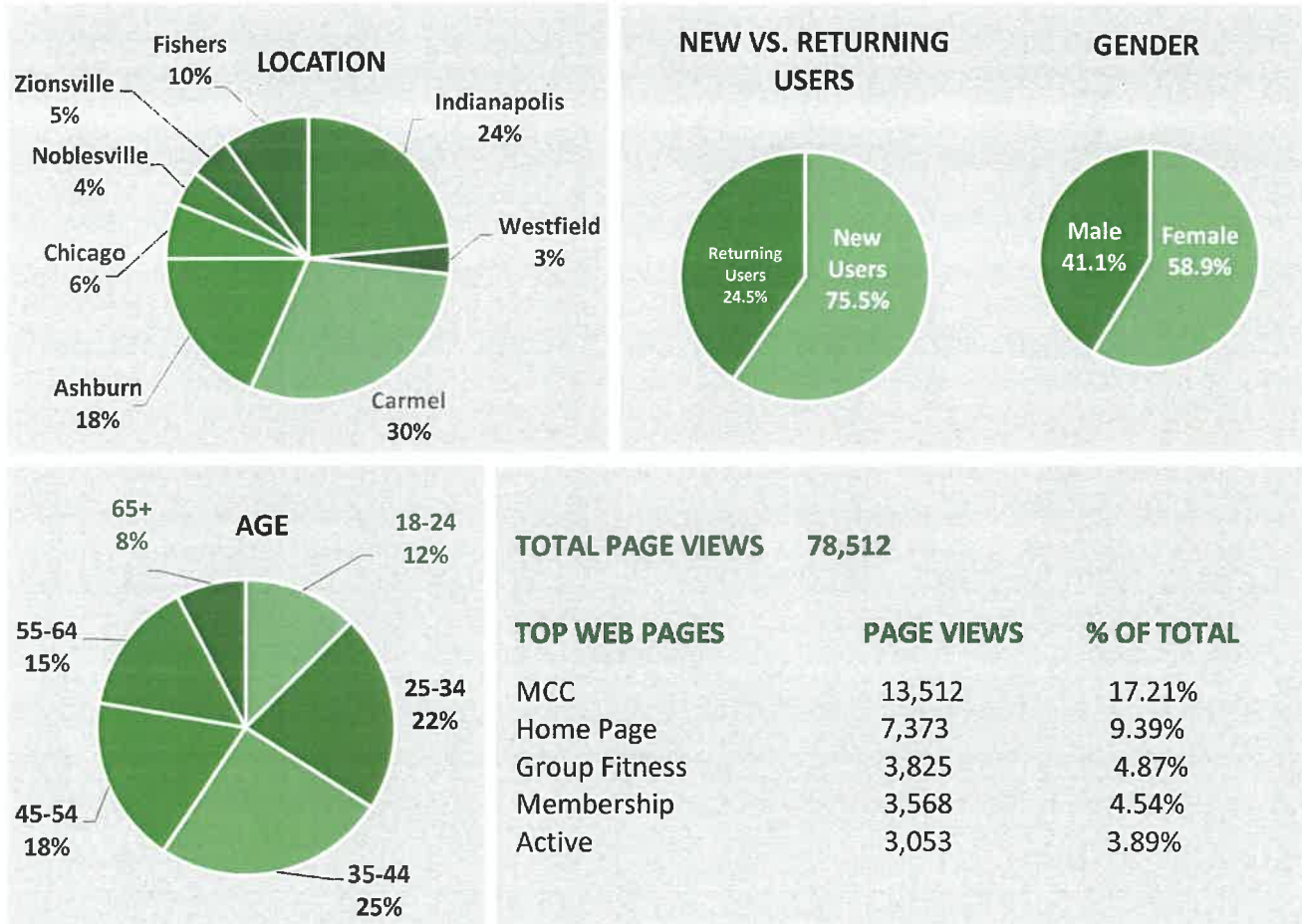
This month, Marketing saw the following numbers across all blogs:

KEY PERFORMANCE INDICATOR	RESULTS
Total Blogs Posted	3
Total Page Views on Website	140



WEBSITE

This month, the website had the following page views from the user demographics listed below.



EARNED MEDIA

- Good Day Carmel | [West Park is Open](#)
- Good Day Carmel | [Fall Break](#)
- City of Carmel Newsletter | [West Park/Sensory Friendly Trick or Treat](#)
- Amplitude | [Where can amputees learn to play pickleball?](#)
- Hamilton County Reporter | [Citizen science data collection brings community together for parks' benefit](#)
- Hamilton County Reporter | [Carmel's West Park partially reopens](#)
- Indy's Child | [River Heritage Park Inclusive Playground is Now Open](#)
- Indy's Child | [Carmel reopens two new playgrounds](#)
- Hamilton County Reporter | [Carmel's River Heritage Park now open](#)
- Indy's Child | [The Reimagined West Park in Carmel Is Now Open](#)
- Current | [Carmel parks board president to run for at-large city council seat](#)
- Hamilton County Reporter | [Rich Taylor announces run for Carmel City Council](#)

- Happening Next | [Sensory Friendly Trick-or-Treat Walk](#)
- Hamilton County Reporter | [Construction creates two closures on Monon Greenway](#)
- Hamilton County Reporter | [Indiana Leadership Forum selects Class of 2023](#)
- Hamilton County Reporter | [Carmel Clay Parks brings back Trick-or-Treat for those with special sensory needs](#)
- Hamilton County Reporter | [Carmel road construction updates](#)
- Current | [After more than a year of delays, Carmel's West Park set to reopen this month](#)
- Indy Star | [Carmel Dog Park](#)
- Indy Star | [Carmel Dog Park](#)

SEARCH ENGINES

This month, Marketing saw the following numbers across all locations on Google:

KEY PERFORMANCE INDICATOR	RESULTS
Total Views of All Locations	4,496,694
Total Views of Carmel Clay Parks & Recreation	41,503
Total Views of Monon Community Center	52,633
Total Views of The Waterpark	1,124,542



“Great playgrounds, several choices for different age groups and ability. 9 hole disc golf course good for beginners. Splash pad looks fun, we'll need to go back here in the summer to try it.”

- Joshua M., Google Review of Inlow Park



“We (especially my dog!) love this park! It's the best, hands down. It's worth the wait if you are on the waitlist.”

- Andrea F., Google Review of Central Dog Park

Carmel • Clay Parks & Recreation

PARKS & NATURAL RESOURCES DIVISION MONTHLY REPORT

October 2022

General, Administrative, and Contractor Support

- West Park and River Heritage opened just in time for Fall break! Custodial and maintenance teams did a great job preparing and cleaning the parks prior to opening.
- The Greyhound Trail received major asphalt repairs due to root damage from the adjacent woodland during a brief 1-day closure and minor detour. White River Greenway is planned next.
- The Monon Greenway is currently closed in 2 locations due to aging railroad bridge infrastructure that was due for replacement according to the City of Carmel Engineering Structure Inventory. Detours are currently in affect and reopening is TBD.
- An artistic mural project was completed under 116th street along the Monon Greenway tunnel in partnership with Carmel High School art program. A formal announcement will be coming soon.
- PNR is All irrigation, splash pads, and water fountains that are not weather safe have been winterized, as well as sprayers, power washers and related equipment.
- We have vacant FT and PT positions actively listed, currently 1 FT and 4 PT positions.
- We received 3 new fleet trucks through Enterprise as we continue to merge our fleet from a capital purchase asset to a lease program with our operational budget
- Volunteer Coordinator, Caitlin May facilitated Leadership Connection Civic Service Project comprised of 108 volunteers from Carmel High School, Christel House School, and the Rotary Club on 10/21/22

PNR Spotlight

Indiana Native Plant Society Conference

3 CCPR staff members were able to attend the annual conference for the Indiana Native Plant Society, Audrey Cooper, Karen Lamere, and Nicole Collar. Staff heard from many speakers throughout the day on topics surrounding native plants. CCPR staff contributed yellow coneflower seeds to the seed swap and was able to choose a number of species to trade. These seeds will be used in park areas in need of native plants. The conference provided excellent educational and networking opportunities to meet other professionals in the field as well as recruit new volunteers who live in the area.

Meet our new Naturalist: Welcome, Nicole Collar!

We welcomed our new Naturalist, Nicole Collar, to the team on October 12th. A few words from Nicole, on her background, "I grew up on the east coast but spent the last two years exploring the deserts and mountains of Southern Nevada. While living out West I developed a deep love for wild, open spaces and discovered the joy of sharing that love with others. I moved to Indiana to join my partner, a Carmel native, as he pursues a career in firefighting. I'm so excited to get to know the ecosystems here and help people in the community become friends with nature."

Nicole will be working closely with CCPR's current Naturalist Karen LaMere and our PNR team to keep up with our expanding natural resource management and nature education programming.

PARKS & NATURAL RESOURCES DIVISION MONTHLY REPORT

Natural Resource Management, Stewardship & Advocacy

Citizen Science

Monitor Category	# Active Volunteers	Hours	Species Observations
Bird Monitor	6	45.75	68 (3125 total observation)
Water Quality Monitor	5	10.5	n/a
Invasive Plant Monitor	3	16.5	7 species observed, 17 data points, 3.6 acres mapped
Native Plant Monitor	1	1	13 species observations
Mycology	8	13.75	24 species observations
Totals	23	87.5	112 Species Observed

Blue Bird Monitoring

The nesting season is now completed. The following is a summary of the results from the 33 nest boxes located in Central Park, Founders Park, Inlow Park, West Park, Bear Creek, and Hazel Landing Annex.

2022 Breeding Summary

Species	Nesting Attempts	Earliest Egg Date	Earliest Hatch Date	Earliest Fledge Date	Total # Eggs	Total # Nestlings	Total # Fledglings
Carolina Chickadee	3	2022-05-06	n/a	n/a	10	0	0
Tree Swallow	18	2022-04-26	2022-05-18	2022-06-05	66	61	52
House Wren	3	2022-06-14	2022-07-03	2022-07-20	4	2	2
Eastern Bluebird	24	2022-04-07	2022-04-26	2022-05-26	76	65	60
House Sparrow	28	2022-04-25	n/a	n/a	35	0	0

This year volunteers monitored 114 fledglings. Bluebirds were found nesting at all park box locations. See figure below comparing this from 2020 to 2022. Within the past 3 years the earliest egg date (1st recorded egg in a nest) has fallen within 1–2-week window. We will plan to initiate monitoring in 2023 in Mid to Late March.

Species	Earliest Egg Date 2020	Earliest Egg Date 2021	Earliest Egg Date 2022
Carolina Chickadee	n/a	May 8	May 6
Tree Swallow	May 12	May 5	April 26
House Wren	June 6	June 18	June 14
Eastern Bluebird	April 12	March 30	April 7

Carmel • Clay Parks & Recreation

PARKS & NATURAL RESOURCES DIVISION MONTHLY REPORT

2022 Eastern Bluebird Nesting Attempts By Park

Site Location	# of Successful Nests	# of Unsuccessful Nests	# of Unknown outcomes
Bear Creek	3	0	0
Central Park (Dog Park)	1	2	0
Central Park West	0	0	0
Founders Park	2	1	0
Hazel Landing Annex	3	1	0
West Park	8	0	2

Invasive Species Management

- Staff - 10 hours total
 - West Park- Prairie Bushhog
 - Monon South Trailhead- Amur Honeysuckle and White Mulberry
- Volunteer Stewardship – 41.5 hours total
 - Location: Central Park, West Park, Founders
 - Species Treated: Amur Honeysuckle
 - Acres Treated: .22
 - Species Mapped: Common Teasel, Callery Pear, Multiflora Rosa, Autumn Olive, Lespedeza sp., Amur Honeysuckle
 - Acres Mapped: 3.6
- Contractors
 - Ecologic at River Heritage Park: Finished wintercreeper vine treatments.

Natural Resource Programs

Date	Program Title	Status	Attendance/Registered
October 11 th	MPS: Flowing Well	Proceed	7/7
October 20 th	MPS: Bear Creek	Proceed	5/7

Upcoming Programs

- My Park Series: Thomas Marcuccilli Nature Park – November 16th 5pm-6pm

Carmel • Clay Parks & Recreation

PARKS & NATURAL RESOURCES DIVISION MONTHLY REPORT

Project Wingspan Summary

- September and October were full of seed collection and sorting events for Project Wingspan. This is our 4th year participating in this project hosted by Pollinator Partnership. The weather cooperated and we were able to run all four seed collection and sorting events
- In total, volunteers gave 130 hours to this project, a special shout out goes to Chuck and Connie Anderson who logged the most hours to this project with 8.75 hours each.
- Boy Scouts of America, Leadership Connection students, and the Blatchley Nature Study Club also supported this project.
- So far, we have collected 2,833 plants and sorted 33.4 oz (just over 2 lbs.) of native seed. This is double the weight of seed collected and sorted in 2021 for this project!
- PNR staff are finishing up sorting the remaining seeds and will mail them to the nursery in Illinois that will clean and grow the seeds for distribution around the Midwest.
- Species collected this year include yellow coneflower, common milkweed, virginia mountain mint, foxglove beardtongue



Volunteers Connie and Chuck Anderson sorting Foxglove Beardtongue seeds.

Volunteer Program Outreach and Engagement Summary

Program Category	Hours	Time sheets
Adaptive	32.90	11
Park Stewardship (Adopters, Individual Service, Group Projects)	280.50	58
ESE	0	0
Citizen Science	89.50	42
Totals	402.90	111

Adopt-A-Park

- Blue Horseshoe – **3 hours** working on the Monon Trail.
- National Charity League – **17 hours** working at West Park and 9 Crew Leads were trained and prepped for their new Carey Grove site.

Carmel • Clay Parks & Recreation

PARKS & NATURAL RESOURCES DIVISION MONTHLY REPORT

- Starbucks District 682 – **9 hours** working to plant trees in the Hinshaw Preserve.
- McCarthy Family – **3 hours** working in Prairie Meadow Park.
- Nicole Sipe – **1 hour** cleaning up Monon Greenway between 106th and 111th street
- Sewa International – **12 hours** working in Founders Park.
- Laura Vista HOA – **14.25 hours** working on the Hagan-Burke Trail.

Volunteer Stewardship Projects

- World Habitat Day Tree Planting—10/3
 - 13 volunteers, including 11 Cub Scout representatives, planted 36 trees in the Hinshaw Preserve. Leftover trees were utilized across the park system to restore other priority locations including: 4 in Central Park to replace a tree that was struck by lightning; 10 were utilized to improve the understory at Lawrence W. Inlow Park; and 9 went to Founders Park to replace fruit/nut trees that did not survive from a previous planting. Many thanks for our volunteers and staff for their help planting trees this October!



A group of scouts and parents planting trees at World Habitat Day.

- Seed Sorting with Adkins Boy Scout Troop—10/6
 - 7 volunteers from Meghan Adkins' Boy Scout troop worked to sort foxglove beardtongue seeds at the MCC.
- CHS Green Action Club Phragmites Project—10/17
 - 3 volunteers from the Carmel High School Green Action Club worked to remove phragmites seed heads at the MCC parking lot.
- Leadership Connection Civic Service Project—10/21
 - 108 volunteers from Carmel High School, Christel House School, and the Rotary Club worked on 6 different projects in Central Park, including litter cleanup, honeysuckle removal, Citizen Science data collection, and seed sorting.

Carmel • Clay Parks & Recreation

PARKS & NATURAL RESOURCES DIVISION MONTHLY REPORT



A group of Leadership Connection participants work to clean up litter along the Central Park shoreline.

- Trick or Treat for Trash—10/29
 - 9 volunteers worked to pick up litter from Central Park.

Park Maintenance Services

Custodial Operations

Month	Total Trash Bags	Total Recycling Bags	Total Dog Waste Bags	Total Hours Cleaning Restrooms	Total Hours Cleaning Parks
August	896	286	348	309	544
September	997	383	321	140	515
October	1035	332	493	128	529
November	567	165	368	100	461
December	481	121	283	121	428
January	316	90	279	119	400
February	301	91	228	109	315
March	796	282	337	146	415
April	650	186	358	133	418
May	956	423	403	182	491
June	1785	840	520	232	746
July	2133	989	521	263	790
August	1891	784	593	213	702
September	2176	1084	709	179	618
October	1807	860	742	223	656

**Financial Assistance
January - October 2022**

Month	MCC Passes		MCC Programs		ESE & Summer Camps	
	Customers Served	Value	Customers Served	Value	Number of Students	Value
January	14	802.00	0	0.00	42	8,434.75
February	14	819.50	0	0.00	48	9,075.75
March	13	741.50	0	0.00	48	9,420.75
April	13	785.00	0	0.00	49	10,479.75
May	21	1,200.50	0	0.00	49	9,708.75
June	19	1,256.00	0	0.00	2	270.00
July	17	1,100.00	0	0.00	0	0.00
August	16	932.00	0	0.00	24	4,166.25
September	16	964.00	0	0.00	28	9,230.25
October	17	1,042.00	0	0.00	43	12,948.25
November						
December						
Total		\$ 9,642.50		\$ -		\$ 73,734.50

MCC Passes	\$ 9,642.50
MCC Programs	\$ -
ESE & Summer Camps	\$ 73,734.50
Total Financial Assistance	\$ 83,377.00

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

PRESENTER Linus Rude, Secretary	ACTION REQUESTED Approval
ITEM/SUBJECT October 11, 2022 Park Board Meeting Minutes	
DOLLAR AMOUNT / FUND N/A	MEETING DATE November 9, 2022

SUMMARY:

A draft of the minutes for the October 11, 2022 Park Board Meeting is provided for comment, corrections, additions, or deletions.

STAFF RECOMMENDATION:

“I move to approve the minutes of the Park Board Meeting on October 11, 2022.”

**Carmel/Clay Board of Parks and Recreation
Tuesday, October 11, 2022, 6:00 p.m.
John W. Hensel Government Center
10701 North College Avenue
Carmel, Indiana 46280**

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

Member(s) Absent: Louise Jackson, Joshua Kirsh, Lin Zheng

Others Present: Michael Klitzing, Department Director/CEO; Kurtis Baumgartner, Department Assistant Director/COO; Jonathan Blake, Administration & Planning Director; Doug Kowalski, Kroger, Gardis & Regis, LLP

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. After the Pledge of Allegiance, Board President Taylor called the meeting to order 6:02 p.m.

Presentation – Thomas Marcuccilli Nature Park Draft Master Plan

Board President Taylor introduced Casey May of MKSK who presented the Thomas Marcuccilli Nature Park Draft Master Plan. Discussion followed.

Director Klitzing advised he will email the presentation slides to the Board. Once completed, the final draft will be sent to the Park Board members and brought back to the Park Board at a subsequent meeting either in November or December to formally adopt the master plan.

Public Comments

There were no public comments.

Staff Reports

Assistant Director Baumgartner stated that Staff Reports were included in the Park Board packet. He added that seven staff attended the National Recreation and Park Association (NRPA) Conference in September. The conference was in Phoenix, Arizona this year. Almost every division was represented. He has enjoyed listening to their stories about the sessions they attended and gaining new ideas while networking with others.

The staff spotlight within the Parks & Natural Resources monthly report features Audrey Cooper who attended her first in-person NRPA conference. She did a phenomenal job as a panel speaker in one of the education sessions (*CAPRA Volunteering: Preparing the Next Generation of Accreditation Leaders*).

Dr. Beer mentioned that she would like staff to attend Park Board meetings and share their individual perspectives including what inspires them and their visions for the future.

Finance Committee

There was no report.

Minutes

September 13, 2022 Park Board Executive Session

Mr. Rude made a motion to approve the minutes of the Park Board Executive Session dated September 13, 2022, seconded by Ms. Kristunas, and unanimously passed 6 – 0.

September 13, 2022 Park Board Meeting

Mr. Rude made a motion to approve the minutes of the Park Board Meeting dated September 13, 2022, seconded by Ms. Kristunas, and unanimously passed 6 – 0.

Financial Reports

Consolidated Financial Report for August 2022; CCPR P&L Statements for September 2022

Ms. Kristunas made a motion to acknowledge receipt of the Consolidated Financial Report for August 2022 and to acknowledge receipt of the P&L Statements for September 2022, seconded by Dr. Beer, and unanimously passed 6 – 0.

Claims

Claim Sheet October 11, 2022; Clay Township Claim Sheet October 11, 2022; CCPR Payroll for September 9, 2022 and September 23, 2022

Ms. Kristunas made a motion to approve the Claim Sheet dated October 11, 2022 and Clay Township Claim Sheet dated October 11, 2022, and to approve the Payroll Wages and Liabilities for the Payroll dates September 9, 2022 and September 23, 2022, seconded by Dr. Beer, and unanimously passed 6 – 0.

Monetary Gifts, Grants, Partnerships, and Sponsorships for September

Mr. Blake advised that in September, the Department received \$5,448.42 in donations to the gift fund. The donations were toward staff appreciation in the total amount of \$200.00; a contribution from the Carmel Rotary Club of \$167.42 that is undesignated and related to Leadership (*Connection*) expenses incurred by the Parks & Natural Resources Division; and \$5,081.00 from Landscape Structures as reimbursement for installation of additional rubber surfacing for shade structures at Meadowlark Park.

Ms. Kristunas made a motion to accept the items as presented, seconded by Dr. Beer.

Board President Taylor asked for more information about the funds from Landscape Structures. Director Klitzing said the concept design of the playground did not allow sufficient safety surfacing for the slides on the playground causing an extension to be added. In negotiations with Landscape Structures, they agreed to contribute towards the expense. As the Department had sufficient funds within the project's contingencies to cover the total cost, it was determined to add these monies to the gift fund for additional enhancements to the park which contributed to the additional shade structures.

Board President Taylor called for the vote and the motion was unanimously passed 6 – 0.

New Business

Consideration of a Contract to Purchase a Human Resources Information System (HRIS) from UKG

Mr. Blake presented detailed information relative to the current software and how the proposed new software would benefit the staff department-wide. When Mr. Blake joined the CCPR team, staff relayed ongoing issues with the human resources software applications.

CCPR has a year-round average workforce of approximately 350 individuals, which increases to more than 600 during peak season using four different software applications. Mr. Blake presented details on the positive aspects of using UKG versus continuing to use software applications that cannot be integrated with one another. Discussion followed.

Ms. Kristunas made a motion to approve the Master Services Agreement with UKG for the acquisition of the UKG Pro Human Resources Information System and authorize the Assistant Director/COO of Parks and Recreation to execute the same, seconded by Mr. Rude, and unanimously passed 6 – 0.

Consideration of Resolution G-2022-004 Naming the Amy Edenburn Furry Memorial Dog Trail

Assistant Director Baumgartner stated this is a continuation of the conversation from last month's meeting when the Park Board approved the one-acre expansion of the dog park. Stephen Furry donated \$20,000 toward this project and requested that the new trail be named after his late wife, Amy Edinburgh Furry.

Mrs. Furry was a dog lover who lived with the mindset that every community needed more spaces for individuals to spend time with their dogs. This dog trail will help extend Mrs. Furry's legacy and provide an amenity that other dog lovers can enjoy for generations to come. This naming is consistent with the Department's naming policy.

Director Klitzing interjected that after consulting with legal counsel, there is no requirement to waive the reading of the resolution.

Ms. Kristunas made a motion to approve Resolution G-2022-004 as presented, seconded by Mr. Rude, and unanimously passed 6 – 0.

Board President Taylor thanked Mr. Furry for the donation and many people will remember his wife through this contribution.

Consideration of Resolution B-2022-007 Authorizing Contract for Benefits

Director Klitzing advised that this resolution was added to the Board packet along with an updated agenda.

As discussed in previous meetings, the Department has been looking into providing medical benefits for part-time employees. Director Klitzing stated that attracting and retaining a part-time workforce is a challenge in the current labor market, so the Department has taken steps to add medical benefits to our compensation program to become an employer of choice and allowing us to compete with places like Target and Starbucks.

To proceed, the Department must have official approval from the Park Board through a resolution to finalize the negotiated agreements. Director Klitzing continued with detailed information relative to the specific medical benefits. To be eligible for the benefits, the part-time employee would have to work on average 10 hours a week or 20 hours per pay. The Department has the financial means to be able to afford this based on the financial performance of the Monon Community Center and Extended School Enrichment, as well as sufficient funds in the general fund for 2022. Also, the Department factored an allowance for these benefits in the 2023 budgets.

Ms. Kristunas made a motion to approve Resolution B-2022-007, seconded by Mr. Rude, and unanimously passed 6 – 0.

Old Business

Thomas Marcuccilli Nature Park Master Plan Update

Director Klitzing commented that Ms. May did a phenomenal job in her presentation, and he had nothing to add.

Clay Township Impact Program Updates

Director Klitzing said he was pleased to report that the punch list items have been completed at River Heritage Park, and the park is open. There is no public announcement yet. Plans are to have an official park opening along with an upcoming announcement regarding programming for people with disabilities. Director Klitzing encouraged Board members to visit the park. He is incredibly proud of the trail network, which is about a three-quarter mile loop providing access to the White River. Director Klitzing added that this park is very special, and he believes the public will feel the same way once they discover it.

Director Klitzing said the Department continues to address issues in West Park. These issues were identified in the punch list walkthrough at the end of September. He updated the Board last week via email and incorporated the same information within the Director's Report that was distributed prior to the meeting. Director Klitzing spoke at length regarding issues, followed by discussion.

Attorney's Report

Mr. Kowalski said he had nothing of significance to report.

Director's Report

Director Klitzing stated that the Director's Report was distributed prior to the meeting.

Director Klitzing said that the ribbon cutting ceremony for River Heritage Park scheduled for October 12th has been postponed. Also, the ribbon cutting for West Park will be scheduled in the spring when it is warm enough to showcase one of the key features, the splash pad.

At previous meetings, there have been discussions about the best way to recognize Jim Engledow for his many contributions to parks and recreation. Director Klitzing had suggested naming something in West Park as this was Mr. Engledow's favorite. After several conversations, Director Klitzing recommended naming a portion of West Park including the playground, splash pad, restrooms, shelters, and adjacent open fields, the "Jim Engledow Commons." This would be consistent with Westermeier Commons in Central Park. It is a significant area and signage can be placed along the new connecting drive in front of the parking lot, as well as signage closer to the playground. After checking the naming policy, it was decided that renaming West Park would not be appropriate. There was a consensus by the Park Board members in attendance to move forward. Director Klitzing will speak to the family and if agreeable, will bring the naming back to the Park Board for formal adoption.

Park Board Meeting; Wednesday, November 9, 2022 (General Election on November 8, 2022)

Director Klitzing stated that the next Park Board meeting will be Wednesday, November 9th, due to Election Day.

Park Board Workshop; 6 p.m., Tuesday, January 17, 2023; Jill Perelman Pavilion

Director Klitzing reminded the Board to put January 17th on the calendar for the Park Board workshop which will be held at the Jill Perelman Pavilion at West Park.

Mr. Rude asked if there was an update on 'The Corner.' Director Klitzing said he is working to get an executed agreement with Kite so work can get started on the trailhead. Brian Bosma has contacted the Building Corporation to get a consensus on the agreement that provides consent for the easement. Mr. Kowalski added that he and Mr. Bosma had a phone call with Kite last Friday (*October 7, 2022*) and the conversation went very smoothly. He believes there is a finalized agreement with Kite.

Ms. Kristunas brought up the artwork for the roundabout that was cited in the Director's Report. Director Klitzing responded that as mentioned at the last Park Board meeting, the Clay Township Trustee has requested the Park Board contribute \$100,000 toward the new artwork within the roundabout at 106th Street and College Avenue. Director Klitzing will receive an illustration of the artwork which will include medallions representing Clay Township and other entities that are contributing or have historical roots within the Home Place area. This will be addressed at the November Park Board meeting.

Board President Taylor said the Park Board will have an interesting meeting in November with presentations on The Waterpark children's splash pad and the indoor playground concept illustrations for the Monon Community Center. Discussion followed.

Information Items

School Board

There was no report.

Plan Commission

There was no report.

Parks Foundation

There was no report.

Park Board Comments / Discussion

Assistant Director Baumgartner asked that Board Members review the quarterly contract log that was included in the Park Board packet and advise if there are any conflicts.

Mr. Rude asked for an update on the kiosks. Director Klitzing replied that the three kiosks have been installed, one is at the 96th Street trailhead along the Monon Greenway, the second is in Central Park next to the newer restrooms adjacent to the Monon Greenway, and the third is at the 146th Street trailhead. The kiosks are much nicer than the typical bulletin boards. Each kiosk can host a monitor. Staff plans to install the first one at Central Park to keep an eye on activity.

Board President Taylor said he recently served as a moderator for the 2nd Leadership Connection series, a brainchild of Dr. Rick Markoff in partnership with Carmel Clay Parks & Recreation, Carmel Rotary Club, Carmel Clay Schools, and (*Carmel*) Fire Department. It was an amazing event. They had 100% growth in student attendance from last year. Highschoolers from all over Central Indiana participated including Carmel Clay Schools. It was great to see these young leaders and learn more about them in a roundtable discussion.

If anyone has a high school junior or senior next year who is interested in participating, Board President Taylor highly recommends they get involved. He added that it was a great opportunity and an honor to participate in the event.

Adjournment

Mr. Rude made a motion to adjourn the meeting, seconded by Ms. Kristunas. Board President Taylor adjourned the meeting at 7:35 p.m.

Approved,

Signature

Date

Signature

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/>.

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

PRESENTER Lin Zheng, Treasurer	ACTION REQUESTED Acknowledgement
ITEM/SUBJECT Consolidated Financial Report for September 2022	
DOLLAR AMOUNT / FUND N/A	MEETING DATE November 9, 2022

SUMMARY:

Provided is the Consolidated Financial Report for September 2022.

STAFF RECOMMENDATION:

“I move to acknowledge receipt of the Consolidated Financial Report for September 2022.”

CARMEL CLAY PARKS & RECREATION
2022 YEAR-TO-DATE CONSOLIDATED FINANCIAL REPORT

Month: **September 2022**

	(101) General	(103) Capital	(106) Impact Fee	(108) ESE	(109) MCC	(110) Rec Facilities	(853) Gift	(Twp 1215) LIT Capital	CONSOLIDATED TOTAL
REVENUES									
City of Carmel	\$4,641,884.00	\$280,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,921,884.00
Clay Township	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,806,841.72	\$2,806,841.72
Impact Fees	\$0.00	\$0.00	\$697,698.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$697,698.81
User Fees, Interest & Other Earned Income	\$0.00	\$4,928.88	\$19,753.47	\$3,492,937.98	\$5,015,262.28	\$166,075.53	\$66,646.77	\$11,493.38	\$8,777,098.29
Total Revenues (a)	\$4,641,884.00	\$284,928.88	\$717,452.28	\$3,492,937.98	\$5,015,262.28	\$166,075.53	\$66,646.77	\$2,818,335.10	\$17,203,522.82
OTHER FINANCING SOURCES									
Cash Reserves as of 12/31/2021	\$0.00	\$553,320.60	\$2,264,499.02	\$1,716,861.35	\$2,859,858.64	\$193,078.66	\$106,937.73	\$5,628,395.99	\$13,322,951.99
Previous Year Encumbrances	\$137,678.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$137,678.98
Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers from Cash Change Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gift Card Sales & Customer Overpayments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Financing Sources	\$137,678.98	\$553,320.60	\$2,264,499.02	\$1,716,861.35	\$2,859,858.64	\$193,078.66	\$106,937.73	\$5,628,395.99	\$13,460,630.97
Total Revenues & Other Financing Sources (b)	\$4,779,562.98	\$838,249.48	\$2,981,951.30	\$5,209,799.33	\$7,875,120.92	\$359,154.19	\$173,584.50	\$8,446,731.09	\$30,664,153.79
OPERATING EXPENSES									
Transfer Out	\$280,000.00								
Personal Services	\$2,036,448.33	\$0.00	\$0.00	\$2,044,352.73	\$2,001,161.39	\$0.00	\$0.00	\$0.00	\$6,081,962.45
Supplies	\$118,084.73	\$0.00	\$0.00	\$115,549.04	\$375,243.35	\$16,017.69	\$0.00	\$0.00	\$624,894.81
Other Services & Charges	\$828,840.13	\$0.00	\$0.00	\$653,228.10	\$1,740,491.69	\$110,349.42	\$0.00	\$0.00	\$3,332,909.34
Capital Outlay	\$2,821.36	\$0.00	\$0.00	\$9,347.57	\$23,399.50	\$0.00	\$0.00	\$0.00	\$35,568.43
Total Operating Expenses (c)	\$3,266,194.55	\$0.00	\$0.00	\$2,822,477.44	\$4,140,295.93	\$126,367.11	\$0.00	\$0.00	\$10,075,335.03
DEVELOPMENT & OTHER EXPENSES									
Capital Development & Maintenance	\$0.00	\$180,812.45	\$287,678.74	\$0.00	\$0.00	\$0.00	\$44,699.23	\$2,807,972.54	\$3,321,162.96
Transfers to Cash Change Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$15,400.00	\$0.00	\$0.00	\$0.00	\$15,400.00
Gift Card & Customer Credit Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$2,585.50	\$0.00	\$0.00	\$0.00	\$2,585.50
Total Development & Other Expenses	\$0.00	\$180,812.45	\$287,678.74	\$0.00	\$17,985.50	\$0.00	\$44,699.23	\$2,807,972.54	\$3,339,148.46
Total Expenses (d)	\$3,266,194.55	\$180,812.45	\$287,678.74	\$2,822,477.44	\$4,158,281.43	\$126,367.11	\$44,699.23	\$2,807,972.54	\$13,414,483.49
ENCUMBRANCES & RESERVES									
Encumbrances & Dedicated Funds	\$0.00	\$657,437.03	\$2,694,272.56	\$0.00	\$0.00	\$0.00	\$0.00	\$4,138,758.55	\$7,490,468.14
Designated Gifts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$119,819.43	\$0.00	\$119,819.43
Outstanding Liabilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Non-Reverting Operations Reserve	\$0.00	\$0.00	\$0.00	\$1,387,321.89	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$2,387,321.89
Capital Maintenance Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$1,216,839.49	\$207,787.08	\$0.00	\$1,500,000.00	\$2,924,626.57
Cash Flow Reserve	\$0.00	\$0.00	\$0.00	\$1,000,000.00	\$1,500,000.00	\$25,000.00	\$0.00	\$0.00	\$2,525,000.00
Total Encumbrances & Reserves	\$0.00	\$657,437.03	\$2,694,272.56	\$2,387,321.89	\$3,716,839.49	\$232,787.08	\$119,819.43	\$5,638,758.55	\$15,447,236.03
Total Expenses, Encumbrances & Reserves (e)	\$3,266,194.55	\$838,249.48	\$2,981,951.30	\$5,209,799.33	\$7,875,120.92	\$359,154.19	\$164,518.66	\$8,446,731.09	\$28,861,719.52
Net Income (a - c)	n/a	n/a	n/a	\$670,460.54	\$874,966.35	\$39,708.42	n/a	n/a	n/a
<i>Cost Recovery (a + c)</i>				124%	121%	131%			
Current Cash Balance & Investments (b - d)	n/a	\$657,437.03	\$2,694,272.56	\$2,387,321.89	\$3,716,839.49	\$232,787.08	\$128,885.27	\$5,638,758.55	\$15,456,301.87
Unencumbered or Undedicated Funds (b - e)	\$1,513,368.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,065.84	\$0.00	\$1,522,434.27

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

<small>PRESENTER</small> Kurtis Baumgartner, Assistant Director/COO of Parks and Recreation	<small>ACTION REQUESTED</small> Acknowledgement
<small>ITEM/SUBJECT</small> CCPR P&L Statements for October 2022	
<small>DOLLAR AMOUNT/FUND</small> N/A	<small>MEETING DATE</small> November 9, 2022

SUMMARY:

Provided for your review are October 2022 P&L statements for ESE (Fund 108), Monon Community Center (Fund 109), and Parks & Rec Facilities (Fund 110) as generated by the Department's QuickBooks software. These reports are used as a management tool to help identify and track the financial performance of the Department's retail-oriented operations. The P&L statements are supplemental information and do not replace the official financial records maintained by the Controller.

RECOMMENDED MOTION:

"I move to acknowledge receipt of the P&L Statements for October 2022."

Extended School Enrichment - Carmel Clay Parks & Recreation

10/31/22

108 ESE Profit & Loss Prev Year Comparison

Accrual Basis

January through October 2022

	Jan - Oct 22	Jan - Oct 21	\$ Change
Ordinary Income/Expense			
Income			
0300000 · REVENUES			
0345040 · Park Department Fees	3,796,756.08	2,412,669.73	1,384,086.35
0360010 · Miscellaneous Revenues	0.00	41,330.59	-41,330.59
0361030 · Interest on Sweep	17,658.83	4,748.31	12,910.52
0367000 · Contributions & Gifts	202.95	0.00	202.95
Total 0300000 · REVENUES	3,814,617.86	2,458,748.63	1,355,869.23
Total Income	3,814,617.86	2,458,748.63	1,355,869.23
Gross Profit	3,814,617.86	2,458,748.63	1,355,869.23
Expense			
4100000 · PERSONAL SERVICES			
4110000 · Full Time Regular	648,277.72	604,746.70	43,531.02
4111000 · Part Time	1,042,233.39	620,384.69	421,848.70
4112000 · Overtime	12,561.28	1,397.82	11,163.46
4120000 · Deferred Compensation	30,200.24	28,351.35	1,848.89
4121000 · Employer's Share of FICA	101,645.71	79,655.57	21,990.14
4122000 · Employer's Share of H-Ins	243,279.72	202,468.40	40,811.32
4122100 · Disability Insurance	1,341.34	1,208.58	132.76
4122200 · Life Insurance	621.60	551.30	70.30
4123002 · Civilian PERF	93,599.18	82,910.57	10,688.61
4124000 · Employer's Share of Medicare	23,778.94	16,707.60	7,071.34
Total 4100000 · PERSONAL SERVICES	2,197,539.12	1,638,382.58	559,156.54
4200000 · SUPPLIES			
4230100 · Stationary & Printing Materials	385.00	469.86	-84.86
4230200 · Office Supplies	5,585.98	3,888.70	1,697.28
4239012 · Safety Supplies	382.60	136.65	245.95
4239039 · General Program Supplies	76,996.13	40,619.24	36,376.89
4239040 · Food & Beverages	25,123.39	31,587.63	-6,464.24
4239099 · Other Miscellaneous	29,839.37	12,121.50	17,717.87
Total 4200000 · SUPPLIES	138,312.47	88,823.58	49,488.89
4300000 · OTHER SERVICES & CHARGES			
4340000 · Legal Expense	399.00	1,886.50	-1,487.50
4340700 · Medical Fees (Drug Tests)	5,030.00	14,775.00	-9,745.00
4340800 · Program Contractors	1,765.00	49,337.77	-47,572.77
4341955 · Info Sys Maint/Contracts	35,026.92	39,195.39	-4,168.47
4341990 · Criminal Background Checks	2,608.50	2,405.00	203.50
4341991 · Marketing & Promotions	13,329.50	5,949.15	7,380.35
4341999 · Other Professional Fees	309,151.26	179,532.51	129,618.75
4343000 · Travel Fees & Expenses	3,241.61	1,414.27	1,827.34
4343006 · Bus Trips	167,155.00	114,166.50	52,988.50
4343007 · Field Trips	47,285.10	18,690.34	28,594.76
4344100 · Cellular Phone Fees	15,875.78	14,658.03	1,217.75
4345000 · Printing (Not Office Supplies)	3,580.03	338.50	3,241.53
4346000 · Classified Advertising	5,486.17	9,252.23	-3,766.06
4350000 · Equipment Repairs & Maint.	5,562.43	8,852.25	-3,289.82
4350900 · Other Cont. Services	27,790.16	4,900.08	22,890.08
4353004 · Copier	2,487.07	2,462.19	24.88
4355200 · Subscriptions	8,067.23	5,932.70	2,134.53
4355300 · Organization & Membership Dues	2,730.00	500.00	2,230.00
4356004 · Staff Clothing	10,233.25	800.25	9,433.00
4356005 · Participant Clothing	6,788.75	270.00	6,518.75
4357003 · Internal Instruction Fees	2,835.00	6,167.00	-3,332.00
4357004 · External Instructional Fees	14,810.17	890.00	13,920.17
4358300 · Other fees and licenses	800.00	3,408.00	-2,608.00
4358400 · Refunds, Awards & Indemnities	11,192.60	106,401.91	-95,209.31

12:28 PM

Extended School Enrichment - Carmel Clay Parks & Recreation

10/31/22

108 ESE Profit & Loss Prev Year Comparison

Accrual Basis

January through October 2022

	Jan - Oct 22	Jan - Oct 21	\$ Change
4359000 · Special Projects	10,756.01	1,067.15	9,688.86
4300000 · OTHER SERVICES & CHARGES - O...	0.00	190.00	-190.00
Total 4300000 · OTHER SERVICES & CHARGES	713,986.54	593,442.72	120,543.82
Total Expense	3,049,838.13	2,320,648.88	729,189.25
Net Ordinary Income	764,779.73	138,099.75	626,679.98
Other Income/Expense			
Other Expense			
4460000 · CAPITAL OUTLAY			
4463200 · Computer Equipment	8,658.96	0.00	8,658.96
4463202 · Software	2,638.68	2,638.68	0.00
Total 4460000 · CAPITAL OUTLAY	11,297.64	2,638.68	8,658.96
Total Other Expense	11,297.64	2,638.68	8,658.96
Net Other Income	-11,297.64	-2,638.68	-8,658.96
Net Income	753,482.09	135,461.07	618,021.02

Monon Community Center - Carmel Clay Parks & Recreation

10/31/22

109 MCC Profit & Loss Prev Year Comparison

Accrual Basis

January through October 2022

	Jan - Oct 22	Jan - Oct 21	\$ Change
Ordinary Income/Expense			
Income			
0300000 · REVENUES			
313000 · Sales Tax Collected	17,146.09	16,110.34	1,035.75
345040 · Park Department Fees	115,553.40	213,549.80	-97,996.40
346020 · Facility Rentals	76,635.23	39,039.06	37,596.17
346025 · Shelter Rentals	88,804.81	74,319.86	14,484.95
346030 · Food Services Revenue	195,444.37	194,968.35	476.02
346040 · Aquatics Programs	130,714.50	69,765.25	60,949.25
346050 · Fitness Programs	167,149.00	117,262.00	49,887.00
346085 · KidZone Fees	0.00	20.00	-20.00
346110 · Therapeutic Rec Programs	42,636.35	32,236.30	10,400.05
346115 · Annual Passes	34,001.58	25,263.93	8,737.65
346116 · GS Corp Annual Passes	13,708.00	5,697.00	8,011.00
346120 · Season Passes	43,545.00	68,174.00	-24,629.00
346125 · Monthly Passes	2,762,177.76	1,872,432.12	889,745.64
346130 · GS Corp Monthly Passes	154,169.61	139,621.25	14,548.36
346135 · Value Passes	38,078.63	36,944.28	1,134.35
346140 · Daily Passes	1,343,966.00	981,118.00	362,848.00
346145 · Contractor Commissions	8,948.94	6,349.10	2,599.84
346150 · Merchandise Sales	9,739.00	9,304.00	435.00
360010 · Miscellaneous Revenues	9,124.73	50,521.75	-41,397.02
361030 · Interest on Sweep	26,333.19	8,108.41	18,224.78
367000 · Contributions & Gifts	0.00	26,107.19	-26,107.19
Total 0300000 · REVENUES	5,277,876.19	3,986,911.99	1,290,964.20
Total Income	5,277,876.19	3,986,911.99	1,290,964.20
Gross Profit	5,277,876.19	3,986,911.99	1,290,964.20
Expense			
4100000 · PERSONAL SERVICES			
4110000 · Full Time Regular	597,952.73	534,353.79	63,598.94
4111000 · Part Time	1,115,751.48	934,422.87	181,328.61
4112000 · Overtime	12,242.65	5,248.77	6,993.88
4120000 · Deferred Compensation	39,200.22	31,001.49	8,198.73
4121000 · Employer's Share of FICA	104,047.78	93,613.76	10,434.02
4122000 · Employer's Share of H-Ins	186,000.20	174,219.09	11,781.11
4122100 · Disability Insurance	1,173.54	1,108.74	64.80
4122200 · Life Insurance	506.90	484.70	22.20
4123002 · Civilian PERF	85,468.59	76,382.44	9,086.15
4124000 · Employer's Share of Medicare	24,334.53	20,761.37	3,573.16
Total 4100000 · PERSONAL SERVICES	2,166,678.62	1,871,597.02	295,081.60
4200000 · SUPPLIES			
4230100 · Stationary & Printing Materials	898.00	1,246.44	-348.44
4230200 · Office Supplies	5,063.43	3,697.99	1,365.44
4235000 · Building Materials	1,052.20	1,651.00	-598.80
4237000 · Repair Parts	2,779.42	6,398.12	-3,618.70
4238000 · Small Tools & Minor Equipment	8,174.65	738.28	7,436.37
4238900 · Cleaning & Maint. Supplies	198,868.72	184,887.78	13,980.94
4239012 · Safety Supplies	7,800.62	4,263.22	3,537.40
4239039 · General Program Supplies	41,586.90	34,420.88	7,166.02
4239040 · Food & Beverages	94,942.06	84,842.57	10,099.49
4239045 · Retail Goods	7,397.63	5,062.00	2,335.63
4239099 · Other Miscellaneous	8,870.92	5,481.27	3,389.65
Total 4200000 · SUPPLIES	377,434.55	332,689.55	44,745.00

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Accrual Basis

Monon Community Center - Carmel Clay Parks & Recreation
109 MCC Profit & Loss Prev Year Comparison
January through October 2022

	Jan - Oct 22	Jan - Oct 21	\$ Change
4300000 · OTHER SERVICES & CHARGES			
4340000 · Legal Fees	6,410.00	4,427.50	1,982.50
4340400 · Consulting Fees	1,095.99	0.00	1,095.99
4340700 · Medical Fees (Drug Tests)	4,325.50	24,425.50	-20,100.00
4340800 · Program Contractors	27,237.00	62,296.09	-35,059.09
4341955 · Info Sys Maint/Contracts	20,550.42	23,570.18	-3,019.76
4341990 · Criminal Background Checks	3,311.50	1,813.00	1,498.50
4341991 · Marketing & Promotions	112,054.28	89,092.37	22,961.91
4341992 · Security Services	10,620.00	10,010.00	610.00
4341993 · Catering Services	106.68	0.00	106.68
4341999 · Other Professional Fees	230,144.35	178,210.96	51,933.39
4342100 · Postage	0.00	27.53	-27.53
4343000 · Travel Fees & Expenses	8,761.17	4,626.00	4,135.17
4344000 · Telephone Line Charges	8,835.42	4,086.56	4,748.86
4344100 · Cellular Phone Fees	2,375.40	2,102.20	273.20
4345000 · Printing (Not Office Supplies)	9,319.00	1,320.71	7,998.29
4346000 · Classified Advertising	5,601.36	4,292.71	1,308.65
4347500 · General Insurance	141,697.49	134,370.43	7,327.06
4348000 · Electricity	467,892.99	386,310.28	81,582.71
4348500 · Water & Sewer	83,427.94	127,171.73	-43,743.79
4349000 · Gas	115,473.62	95,723.75	19,749.87
4349500 · Cable Service	2,522.40	2,508.15	14.25
4350000 · Equipment Repairs & Maint.	74,725.92	91,029.74	-16,303.82
4350100 · Building Repairs & Maint.	60,665.31	77,397.14	-16,731.83
4350101 · Trash Collection	9,731.27	6,618.43	3,112.84
4350400 · Grounds Maintenance	24,194.85	39,590.75	-15,395.90
4350600 · Cleaning Services	284,811.00	217,034.00	67,777.00
4350900 · Other Cont. Services	44,919.49	41,081.36	3,838.13
4351000 · Auto Repairs & Maintenance	124.28	430.95	-306.67
4353004 · Copier	2,454.15	968.50	1,485.65
4353099 · Other Rental & Leases	7,767.30	8,330.39	-563.09
4355200 · Subscriptions	36,141.49	34,270.83	1,870.66
4355300 · Organization & Membership Dues	1,019.00	945.00	74.00
4356004 · Staff Clothing	11,278.27	6,667.76	4,610.51
4357003 · Internal Instruction Fees	219.89	0.00	219.89
4357004 · External Instructional Fees	8,553.46	1,850.00	6,703.46
4358300 · Other Fees & Licenses	11,019.87	10,942.95	76.92
4358400 · Refunds, Awards & Indemnities	7,868.00	3,562.30	4,305.70
4359000 · Special Projects	12,838.98	17,338.81	-4,499.83
4359200 · Sales Tax Paid	0.00	8,178.32	-8,178.32
Total 4300000 · OTHER SERVICES & CHARGES	1,860,095.04	1,722,622.88	137,472.16
Total Expense	4,404,208.21	3,926,909.45	477,298.76
Net Ordinary Income	873,667.98	60,002.54	813,665.44
Other Income/Expense			
Other Expense			
4460000 · CAPITAL OUTLAY			
4463000 · Furniture & Fixtures	14,088.00	0.00	14,088.00
4463200 · Computer Equipment	6,578.46	8,627.38	-2,048.92
4463202 · Software	3,239.52	8,917.48	-5,677.96
4460000 · CAPITAL OUTLAY - Other	0.00	1,288.00	-1,288.00
Total 4460000 · CAPITAL OUTLAY	23,905.98	18,832.86	5,073.12
Total Other Expense	23,905.98	18,832.86	5,073.12
Net Other Income	-23,905.98	-18,832.86	-5,073.12
Net Income	849,762.00	41,169.68	808,592.32

110 Parks & Rec Facilities - Carmel Clay Parks & Recreation
110 Parks & Rec Facilities Fund Profit & Loss to Prev Year
January through October 2022

	Jan - Oct 22	Jan - Oct 21	\$ Change
Ordinary Income/Expense			
Income			
345040 · Park Department Fees	75,889.00	69,018.46	6,870.54
346020 · Facility Rentals	96,360.00	75,636.32	20,723.68
360010 · Miscellaneous Revenues	-404.48	410.00	-814.48
361030 · Interest	1,557.05	472.96	1,084.09
Total Income	173,401.57	145,537.74	27,863.83
Expense			
4200000 · SUPPLIES			
4237000 · Repair Parts	757.02	0.00	757.02
4238900 · Other Maintenance Supplies	1,915.28	547.05	1,368.23
4239099 · Other Miscellaneous	13,551.71	9,742.20	3,809.51
Total 4200000 · SUPPLIES	16,224.01	10,289.25	5,934.76
4300000 · OTHER SERVICES & CHARGES			
4341999 · Other Professional Fees	7,649.46	6,406.80	1,242.66
4342100 · Postage	0.00	16.90	-16.90
4344000 · Telephone Line Charges	7,244.90	2,354.18	4,890.72
4347500 · General Insurance	6,158.51	5,410.83	747.68
4348000 · Electricity	19,493.11	20,840.74	-1,347.63
4348500 · Water & Sewer	4,175.65	3,778.56	397.09
4349000 · Gas	4,100.35	2,304.72	1,795.63
4350000 · Equipment Repairs & Maint.	1,543.50	690.00	853.50
4350100 · Building Repairs & Maint.	18,915.54	23,185.65	-4,270.11
4350101 · Trash Collection	1,975.32	1,764.91	210.41
4350400 · Grounds Maintenance	35,038.76	11,189.65	23,849.11
4350600 · Cleaning Services	22,770.00	17,642.00	5,128.00
4350900 · Other Cont. Services	2,070.00	2,091.00	-21.00
Total 4300000 · OTHER SERVICES & CHARGES	131,135.10	97,675.94	33,459.16
Total Expense	147,359.11	107,965.19	39,393.92
Net Ordinary Income	26,042.46	37,572.55	-11,530.09
Net Income	26,042.46	37,572.55	-11,530.09

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

<small>PRESENTER</small> Lin Zheng, Treasurer	<small>ACTION REQUESTED</small> Approval
<small>ITEM/SUBJECT</small> Claim Sheet November 9, 2022	
<small>DOLLAR AMOUNT / FUND</small> N/A	<small>MEETING DATE</small> November 9, 2022

SUMMARY:

Claim Sheet November 9, 2022 is included for comment, corrections, additions, or deletions.

STAFF RECOMMENDATION:

“I move to approve the Claim Sheet dated November 9, 2022.”

Carmel/Clay Board of Parks Recreation
Claim Sheet Fund 101 - General Fund
November 9, 2022

Name	Amount	Account	Num	Memo
Oct 5 - Nov 2, 22				
150 Midtown Carmel LLC	\$ 3,000.00	4350900 · Other Cont. Services	2022-08	10/25/22 License Fee - Access to Midtown Plaza Garage for Storage
Absorb Software Inc.	\$ 826.94	4341955 · Info Sys Maint/Contracts	INV00083458	10/7/22 Learning Management Software Additional Licensing
Ace - Pak Products Inc.	\$ 835.47	4238900 · Other Maintenance Supplies	A-10679	9/29/22 Park Cleaning Supplies 9/30/22
Ace - Pak Products Inc.	\$ 1,142.39	4238900 · Other Maintenance Supplies	A-10722	10/14/22 Park Cleaning Supplies 10/14/22
ADP, LLC	\$ 348.50	4341999 · Other Professional Fees	616494231	10/7/22 Payroll Processing Fees for Periods Ending 9/2/22, 9/16/22, & 9/30/22
Advanced Turf Solutions, Inc.	\$ 450.00	4239000 · Miscellaneous Supplies	SO1043588	9/27/22 Herbicides for Parks
AES Indiana	\$ 57.03	4348000 · Electricity	116789 Sep'22	9/27/22 Flowing Well Park
AES Indiana	\$ 17.77	4348000 · Electricity	825743 Sep'22	9/29/22 Nora Traffic Signal
AES Indiana	\$ 89.73	4348000 · Electricity	825743 Sep'22	9/29/22 West Park
AES Indiana	\$ 71.75	4348000 · Electricity	1095795 Sep'22	9/30/22 Monon South Trailhead
AES Indiana	\$ 182.13	4348000 · Electricity	1905309 Sep'22	9/30/22 Flowing Well Restroom
Amazon Web Services	\$ 108.91	4341955 · Info Sys Maint/Contracts	UFB Visa	10/2/22 Cloud Backup Server Services
Aquatic Control	\$ 652.50	4350400 · Grounds Maintenance	218100	9/30/22 Central Park Clean Lake Program 4th Installment
Aquatic Control	\$ 345.50	4350400 · Grounds Maintenance	218101	9/30/22 Meadowlark Park Clean Lake Program 4th Installment
Aquatic Control	\$ 345.25	4350400 · Grounds Maintenance	218102	9/30/22 West Park Clean Lake Program 4th Installment
Aquatic Control	\$ 252.37	4237000 · Repair Parts	218428	10/20/22 Pond Repair Parts for West Park/Perelman Pavilion
Arab Termite & Pest Control	\$ 56.00	4350100 · Building Repairs & Maint.	332559	9/30/22 Pest Control - Administrative Offices
AT&T	\$ 432.43	4344000 · Telephone Line Charges	UF Visa	10/24/22 Analog Telephone Charges - Administrative Offices
AT&T	\$ (241.00)	4344000 · Telephone Line Charges	UF Visa	9/26/22 Points Redeemed for Statement Credits
Baumgartner, Kurtis	\$ 50.00	4344100 · Cellular Phone Fees	Reimb	8/24/22 Cell Phone Fees Jul'22
Baumgartner, Kurtis	\$ 50.00	4344100 · Cellular Phone Fees	Reimb	9/9/22 Cell Phone Fees Aug'22
Baumgartner, Kurtis	\$ 50.00	4344100 · Cellular Phone Fees	Reimb	10/14/22 Cell Phone Fees Sep'22
Best One of Indy	\$ 302.18	4350000 · Equipment Repairs & Maint.	1040016645	9/13/22 Replacement Tires for PNR Equipment
Blake, Jonathan	\$ 200.00	4344100 · Cellular Phone Fees	Reimb	10/25/22 Cell Phone Fees Jul'22, Aug'22, Sep'22 & Oct'22
Blake, Jonathan	\$ 102.50	4343000 · Travel Fees & Expenses	Reimb	10/25/22 Mileage Reimbursement 8/29/22-10/25/22
Brainstorm Print	\$ 120.00	4232100 · Garage & Motor Supplies	132300	9/27/22 Replacement CCPR Logo Fleet #4191
Brainstorm Print	\$ 65.00	4239031 · Street Signs	132503	10/11/22 Outdoor Stickers for Fishing Line Rules
Brainstorm Print	\$ 114.00	4230100 · Stationary & Printing Materials	132418	10/11/22 Thank You Card Envelopes
Cardno, Inc.	\$ 900.50	4350400 · Grounds Maintenance	1981521	8/19/22 Founders Park 2022 Invasive Management
Carmel Clay Schools	\$ 2,152.16	4231400 · Gasoline	2022-PD10	10/4/22 Gasoline
Carmel Clay Schools	\$ 622.34	4231300 · Diesel Fuel	2022-PD10	10/4/22 Diesel
Carmel Clay Schools	\$ 7.00	4230200 · Office Supplies	2022-PD10	10/4/22 Vehicle Fuel Card
Carmel Utilities	\$ 233.80	4348500 · Water & Sewer	0141932300 Sep'22	10/3/22 Inlow Park
Carmel Utilities	\$ 67.40	4348500 · Water & Sewer	0391262001 Sep'22	10/3/22 River Heritage Park
Carmel Utilities	\$ 444.63	4348500 · Water & Sewer	0391262001 Sep'22	10/3/22 Founders Park
Carmel Utilities	\$ 19.49	4348500 · Water & Sewer	0391262001 Sep'22	10/3/22 Flowing Well Park
Carmel Utilities	\$ 44.64	4348500 · Water & Sewer	0391262001 Sep'22	10/3/22 Hazel Landing Park
Carmel Utilities	\$ 48.88	4348500 · Water & Sewer	0391262001 Sep'22	10/3/22 Flowing Well Park Restrooms
Carmel Utilities	\$ 84.35	4348500 · Water & Sewer	0164612500 Sep'22	10/3/22 White River Greenway
Carmel Utilities	\$ 6.03	4348500 · Water & Sewer	0095674100 Sep'22	10/3/22 Cherry Tree Park
Carmel Utilities	\$ 242.48	4348500 · Water & Sewer	0512156500 Sep'22	10/11/22 Monon North Trailhead
Carmel Utilities	\$ 20.72	4348500 · Water & Sewer	0692331800 Sep'22	10/11/22 Parks & Natural Resources Office
Carmel Utilities	\$ 164.60	4348500 · Water & Sewer	0692331800 Sep'22	10/11/22 Administration Office
Carmel Utilities	\$ 113.68	4348500 · Water & Sewer	6002047001 Sep'22	10/11/22 Monon South Trailhead
Carmel Utilities	\$ 291.67	4348500 · Water & Sewer	0613518601 Sep'22	10/11/22 Meadowlark Park
Carmel Utilities	\$ 23.65	4348500 · Water & Sewer	0665602000 Sep'22	10/11/22 Monon Boulevard
Carmel Utilities	\$ 3,581.52	4348500 · Water & Sewer	0691302002 Sep'22	10/11/22 Central Park Westermeier Commons H & I
Carmel Utilities	\$ 4,503.61	4348500 · Water & Sewer	0658685000 Sep'22	10/11/22 Monon Boulevard
Carmel Utilities	\$ 191.16	4348500 · Water & Sewer	0658685000 Sep'22	10/11/22 City Center Restrooms

Carmel/Clay Board of Parks Recreation
Claim Sheet Fund 101 - General Fund
November 9, 2022

Name	Amount	Account	Num	Memo
Carmel Utilities	\$ 19.18	4348500 · Water & Sewer	0658685100 Sep'22	10/11/22 Midtown Plaza
Carmel Utilities	\$ 276.01	4348500 · Water & Sewer	0859585401 Sep'22	10/24/22 Carey Grove Park
Carmel Utilities	\$ 748.61	4348500 · Water & Sewer	1341235001 Sep'22	10/24/22 West Park
Carmel Utilities	\$ 8.10	4348500 · Water & Sewer	1341235001 Sep'22	10/24/22 Bear Creek Park
Carmel Welding	\$ 52.88	4238000 · Small Tools & Minor Equipment	454059	9/26/22 Replacement Parts for PNR Backpack Blowers
CenterPoint Energy	\$ 22.69	4349000 · Gas	52318900 Oct'22	10/11/22 Parks & Natural Resources Offices
CenterPoint Energy	\$ 38.29	4349000 · Gas	50099721 Oct'22	10/11/22 Administrative Offices
Cintas Corporation	\$ 463.34	4238900 · Other Maintenance Supplies	9193909927	9/27/22 Park Cleaning Supplies 9/26/22
CleanTelligent Software	\$ 498.96	4341955 · Info Sys Maint/Contracts	INV-760480	10/1/22 Monthly Work Order Software User Fees
Constellation NewEnergy Gas Division, LLC	\$ 5.39	4349000 · Gas	3581093	9/30/22 Administration Office
Constellation NewEnergy Gas Division, LLC	\$ 11.67	4349000 · Gas	3581093	9/30/22 Parks & Natural Resources Office
Corvus Janitorial Systems	\$ 365.00	4350600 · Cleaning Services	210191005-120	10/1/22 Janitorial Services - Administration Offices
Corvus Janitorial Systems	\$ 2,765.00	4350600 · Cleaning Services	209191004-120	9/1/22 Janitorial Services Westermeier Commons
Corvus Janitorial Systems	\$ (122.88)	4350600 · Cleaning Services	209191004-120	9/29/22 Credit for Missed Service Shifts
Corvus Janitorial Systems	\$ 235.00	4350600 · Cleaning Services	210191017-125	10/1/22 Janitorial Services PNR Offices
Corvus Janitorial Systems	\$ 235.00	4350600 · Cleaning Services	211191017-127	11/1/22 Janitorial Services - Parks & Natural Resources Offices
Corvus Janitorial Systems	\$ 365.00	4350600 · Cleaning Services	211191005-122	11/1/22 Janitorial Services - Administrative Offices
Crew Carwash	\$ 850.00	4232100 · Garage & Motor Supplies	UFB Visa	10/3/22 Fleet Car Washees
Crew Carwash	\$ (850.00)	4232100 · Garage & Motor Supplies	UFB Visa	9/26/22 Points Redeemed for Statement Credits
Custom Recreation	\$ 400.00	4237000 · Repair Parts	UFB Visa	10/12/22 Basketball Court Repair Parts for Carey Grove Park
Custom Recreation	\$ (400.00)	4237000 · Repair Parts	UFB Visa	9/26/22 Points Redeemed for Statement Credits
David Electrical Service LLC	\$ 750.00	4350100 · Building Repairs & Maint.	8998	10/18/22 Service - Electrical Work Meadowlark
David Electrical Service LLC	\$ 750.00	4350100 · Building Repairs & Maint.	8998	10/18/22 Service - Electrical Work Inlow
Duke Energy	\$ 198.41	4348000 · Electricity	910123202576 Sep'22	9/30/22 Central Park Lagoon
Duke Energy	\$ 72.89	4348000 · Electricity	910123160581 Sep'22	9/30/22 Central Park 111th ST Roundabout Lights
Duke Energy	\$ 159.55	4348000 · Electricity	910122730109 Sep'22	9/30/22 Founders Park
Duke Energy	\$ 109.49	4348000 · Electricity	910122730076	9/30/22 Monon Tunnel Lights
Duke Energy	\$ 13.19	4348000 · Electricity	910122730050 Sep'22	9/30/22 River Heritage Park
Duke Energy	\$ 160.00	4348000 · Electricity	910119806907 Sep'22	9/29/22 Monon Crossing Flashers
Duke Energy	\$ 52.73	4348000 · Electricity	910121498312 Sep'22	9/29/22 Carey Grove Park
Duke Energy	\$ 51.14	4348000 · Electricity	910120366341 Sep'22	10/5/22 Meadowlark Park
Duke Energy	\$ 139.40	4348000 · Electricity	910121799437 Sep'22	10/5/22 City Center Restroom
Duke Energy	\$ 565.96	4348000 · Electricity	910121498403 Sep'22	10/12/22 Inlow Park
Duke Energy	\$ 17.73	4348000 · Electricity	910121498495 Sep'22	10/11/22 Bear Creek Park
Duke Energy	\$ 334.33	4348000 · Electricity	910121498213 Sep'22	10/18/22 Central Park Westermeier Commons
Duke Energy	\$ 153.38	4348000 · Electricity	910122730034 Oct'22	10/19/22 Monon North Trailhead
Duke Energy	\$ 14.10	4348000 · Electricity	910120618144 Oct'22	10/18/22 Carey Grove Park
Duke Energy	\$ 21.26	4348000 · Electricity	910121498453 Oct'22	10/19/22 Monon Pedestrian Bridge
Ellis Mechanical & Electrical	\$ 344.00	4350000 · Equipment Repairs & Maint.	220724	9/27/22 Service Call - Midtown Plaza Splash Pad
Ellis Mechanical & Electrical	\$ 137.81	4350100 · Building Repairs & Maint.	22182	9/28/22 2022 HVAC Preventative Maintenance - Westermeier Commons
Ellis Mechanical & Electrical	\$ 232.00	4350100 · Building Repairs & Maint.	221431	10/21/22 Service - HVAC Troubleshoot West Park Restroom
Environmental Laboratories, Inc.	\$ 5.00	4238900 · Other Maintenance Supplies	365744	10/3/22 Weekly Water Testing - Inlow
Environmental Laboratories, Inc.	\$ 30.00	4238900 · Other Maintenance Supplies	20365850	10/3/22 Weekly Water Testing - Midtown 9/28/22
Environmental Laboratories, Inc.	\$ 30.00	4238900 · Other Maintenance Supplies	20356406	6/22/22 Weekly Water Testing - Midtown 6/15/22
Environmental Laboratories, Inc.	\$ 12.75	4350900 · Other Cont. Services	20361010	8/6/22 Water Testing for Flowing Well 8/2/22
Environmental Laboratories, Inc.	\$ 30.00	4238900 · Other Maintenance Supplies	20365056	9/19/22 Weekly Water Testing - Midtown 9/14/22
Environmental Laboratories, Inc.	\$ 30.00	4238900 · Other Maintenance Supplies	20365993	10/6/22 Weekly Water Testing - Inlow Park
Environmental Laboratories, Inc.	\$ 30.00	4238900 · Other Maintenance Supplies	20365998	10/6/22 Weekly Water Testing - Midtown
Espey, Hal	\$ 1,250.00	4341999 · Other Professional Fees	3RD Quarter 2022	9/30/22 Park Board Video Tapings 2022 3RD QTR
Fed Ex	\$ 2.24	4230200 · Office Supplies	UFB Visa	10/24/22 Administration & Planning Fax Usage

Carmel/Clay Board of Parks Recreation
Claim Sheet Fund 101 - General Fund
November 9, 2022

Name	Amount	Account	Num	Memo
Formstack	\$ 2,160.00	4355200 · Subscriptions	UFB Visa	10/8/22 2022-2023 Annual Subscription Renewal
Formstack	\$ (2,160.00)	4355200 · Subscriptions	UFB Visa	9/26/22 Points Redeemed for Statement Credits
Gallup	\$ 179.91	4357004 · External Instructional Fees	UFB Visa	9/29/22 PNR Staff Training Registrations
Gallup	\$ 19.99	4357004 · External Instructional Fees	UFB Visa	10/4/22 Administration & Planning Staff Training Registrations
Gallup	\$ 139.93	4357004 · External Instructional Fees	UFB Visa	10/17/22 Administration & Planning Staff Training Registrations
Gallup	\$ (139.44)	4357004 · External Instructional Fees	UFB Visa	9/26/22 Points Redeemed for Statement Credit
Green Touch Services, Inc.	\$ 438.50	4350400 · Grounds Maintenance	134018	9/30/22 Landscape Maintenance Administrative Office
Green Touch Services, Inc.	\$ 633.00	4350400 · Grounds Maintenance	133933	9/30/22 Landscape Maintenance Carey Grove Park
Green Touch Services, Inc.	\$ 3,712.00	4350400 · Grounds Maintenance	134012	9/30/22 Landscape Maintenance Central Park West
Green Touch Services, Inc.	\$ 430.00	4350400 · Grounds Maintenance	134013	9/30/22 Landscape Maintenance Centra Park East
Green Touch Services, Inc.	\$ 528.00	4350400 · Grounds Maintenance	134010	9/30/22 Landscape Maintenance Central Park Westermeier Commons
Green Touch Services, Inc.	\$ 506.00	4350400 · Grounds Maintenance	133937	9/30/22 Landscape Maintenance Flowing Well Park
Green Touch Services, Inc.	\$ 984.00	4350400 · Grounds Maintenance	133938	9/30/22 Landscape Maintenance Founders Park
Green Touch Services, Inc.	\$ 180.75	4350400 · Grounds Maintenance	133939	9/30/22 Landscape Maintenance Hagan-Burke Greenway
Green Touch Services, Inc.	\$ 182.50	4350400 · Grounds Maintenance	133940	9/30/22 Landscape Maintenance Hazel Landing Park
Green Touch Services, Inc.	\$ 300.00	4350400 · Grounds Maintenance	133949	9/30/22 Landscape Maintenance Inlow Park
Green Touch Services, Inc.	\$ 620.50	4350400 · Grounds Maintenance	133941	9/30/22 Landscape Maintenance Lenape Trace Park
Green Touch Services, Inc.	\$ 20,990.00	4350400 · Grounds Maintenance	133932	9/30/22 Landscape Maintenance Monon Boulevard
Green Touch Services, Inc.	\$ 120.00	4350400 · Grounds Maintenance	134274	9/30/22 Landscape Maintenance Monon Central Trailhead
Green Touch Services, Inc.	\$ 230.00	4350400 · Grounds Maintenance	133936	9/30/22 Landscape Maintenance Monon North Trailhead
Green Touch Services, Inc.	\$ 230.00	4350400 · Grounds Maintenance	133935	9/30/22 Landscape Maintenance Monon South Trailhead
Green Touch Services, Inc.	\$ 302.50	4350400 · Grounds Maintenance	133943	9/30/22 Landscape Maintenance Monon Rotary Plaza
Green Touch Services, Inc.	\$ 169.00	4350400 · Grounds Maintenance	133944	9/30/22 Landscape Maintenance Monon Indot Bridge
Green Touch Services, Inc.	\$ 110.00	4350400 · Grounds Maintenance	133945	9/30/22 Landscape Maintenance Monon Carmel Drive Bridge
Green Touch Services, Inc.	\$ 3,085.00	4350400 · Grounds Maintenance	133934	9/30/22 Landscape Maintenance Perelman Pavilion
Green Touch Services, Inc.	\$ 240.00	4350400 · Grounds Maintenance	133942	9/30/22 Landscape Maintenance River Heritage Park
Hall Signs, Inc.	\$ 40.56	4239031 · Street Signs	44683	10/6/22 Inlow Disc Golf Sign
Hall Signs, Inc.	\$ 146.70	4239031 · Street Signs	44683	10/6/22 Adopt-A-Sign Biddle & NCL
Hoosier Portable Restrooms	\$ 320.00	4353099 · Other Rental & Leases	65992	10/4/22 Portable Restroom for Parks 2022
Indiana Native Plant Society Inc	\$ 150.00	4239039 · General Program Supplies	UFB Visa	10/11/22 Annual Conference Registration 10/22/22
Indiana Newspapers, Inc.	\$ 867.70	4355200 · Subscriptions	IS4595278 2022-23	10/6/22 Administration Office Newspaper 2022-23
Indiana Park & Recreation Association	\$ 170.00	4357004 · External Instructional Fees	35157	8/23/22 Conference Registration for A&P Director
Indiana University	\$ 1,155.00	4357004 · External Instructional Fees	90998826	8/12/22 Playground Maintenance Tech Training for PNR Staff
Intuit Inc.	\$ 280.66	4341955 · Info Sys Maint/Contracts	UFB Visa	9/26/22 Quickbooks Software and Cloud Hosting Subscription
Intuit Inc.	\$ (280.66)	4341955 · Info Sys Maint/Contracts	UFB Visa	9/26/22 Points Redeemed for Statement Credit
Jeffries, Elizabeth	\$ 69.45	4359000 · Special Projects	Reimb	10/20/22 Supplies for Admininstration & Planning/Marketing Team Building
Klitzing, Michael	\$ 195.81	4343000 · Travel Fees & Expenses	Reimb	9/26/22 Travel Fees for 2022 NRPA Conference
Kroger	\$ 166.24	4359000 · Special Projects	146821	10/6/22 Senior Management Team Retreat Supplies
Landscape Structures Inc.	\$ 1,032.36	4239000 · Miscellaneous Supplies	INV-120206	10/11/22 Founders Park Playground Slide Repair Parts
Laux, Emma	\$ 53.37	4343000 · Travel Fees & Expenses	Reimb	9/28/22 Travel Fees for 2022 NRPA Conference
Lee Supply Corp	\$ 75.20	4237000 · Repair Parts	S101073806.001	10/5/22 Repair Parts for River Heritage Backflow
Lowe's	\$ 231.79	4238000 · Small Tools & Minor Equipment	963779-JOKVLG	8/2/22 PNR Tool Replacements
Lowe's	\$ 520.54	4235000 · Building Materials	960764-JQPHOM	9/21/22 Ground Erosion Control Supplies for River Heritage Park
Magers Bookkeeping Services LLC	\$ 120.00	4341999 · Other Professional Fees	1073	9/28/22 2022 Bookkeeping Services
Magers Bookkeeping Services LLC	\$ 30.00	4341999 · Other Professional Fees	1075	9/30/22 September 2022 Asset Recording
May, Caitlin	\$ 2.00	4343000 · Travel Fees & Expenses	Reimb	10/20/22 Parking Garage Reimbursement for Workshop
McAllister's Deli	\$ 117.88	4359000 · Special Projects	1405129	9/29/22 Division Team Building Lunch 9/29/22
Mountain Glacier, LLC	\$ 143.12	4350900 · Other Cont. Services	900293950	10/10/22 Drinking Water PNR/AO
Mr. B's Lawn Maintenance, Inc.	\$ 3,055.86	4350400 · Grounds Maintenance	9554	9/30/22 Founders Park Turf Maintenance Fall 2022
Mr. B's Lawn Maintenance, Inc.	\$ 346.50	4350400 · Grounds Maintenance	9533	9/30/22 Turf Maintenance Bear Creek Park

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Name	Amount	Account	Num	Memo
Mr. B's Lawn Maintenance, Inc.	\$ 1,820.50	4350400 · Grounds Maintenance	9534	9/30/22 Turf Maintenance Carey Grove Park
Mr. B's Lawn Maintenance, Inc.	\$ 2,481.60	4350400 · Grounds Maintenance	9535	9/30/22 Turf Maintenance Central Park
Mr. B's Lawn Maintenance, Inc.	\$ 3,172.40	4350400 · Grounds Maintenance	9537	9/30/22 Turf Maintenance Cherry Tree Park
Mr. B's Lawn Maintenance, Inc.	\$ 730.40	4350400 · Grounds Maintenance	9538	9/30/22 Turf Maintenance Flowing Well Park
Mr. B's Lawn Maintenance, Inc.	\$ 2,107.38	4350400 · Grounds Maintenance	9539	9/30/22 Turf Maintenance Founders Park
Mr. B's Lawn Maintenance, Inc.	\$ 625.42	4350400 · Grounds Maintenance	9540	9/30/22 Turf Maintenance Hazel Landing Park
Mr. B's Lawn Maintenance, Inc.	\$ 2,033.63	4350400 · Grounds Maintenance	9541	9/30/22 Turf Maintenance Inlow Park
Mr. B's Lawn Maintenance, Inc.	\$ 780.12	4350400 · Grounds Maintenance	9542	9/30/22 Turf Maintenance Lenape Trace Park
Mr. B's Lawn Maintenance, Inc.	\$ 858.00	4350400 · Grounds Maintenance	9550	9/30/22 Turf Maintenance Thomas Marcuccilli Nature Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,796.36	4350400 · Grounds Maintenance	9543	9/30/22 Turf Maintenance Meadowlark Park
Mr. B's Lawn Maintenance, Inc.	\$ 591.70	4350400 · Grounds Maintenance	9544	9/30/22 Turf Maintenance Monon Boulevard
Mr. B's Lawn Maintenance, Inc.	\$ 1,683.10	4350400 · Grounds Maintenance	9544	9/30/22 Turf Maintenance Monon Greenway
Mr. B's Lawn Maintenance, Inc.	\$ 685.47	4350400 · Grounds Maintenance	9546	9/30/22 Turf Maintenance Prairie Meadow Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,655.28	4350400 · Grounds Maintenance	9547	9/30/22 Turf Maintenance River Heritage Park
Mr. B's Lawn Maintenance, Inc.	\$ 625.68	4350400 · Grounds Maintenance	9549	9/30/22 Turf Maintenance Steckley @ Hazel Landing Park
Mr. B's Lawn Maintenance, Inc.	\$ 3,679.50	4350400 · Grounds Maintenance	9552	9/30/22 Turf Maintenance West Park
Mr. B's Lawn Maintenance, Inc.	\$ 611.82	4350400 · Grounds Maintenance	9551	9/30/22 Turf Maintenance Westermeier Commons
Mr. B's Lawn Maintenance, Inc.	\$ 1,663.64	4350400 · Grounds Maintenance	9548	9/30/22 Turf Maintenance White River Greenway
NCSI National Center Safety Initiatives	\$ 92.50	4341990 · Criminal Background Checks	26002	10/1/22 Adult Volunteer Background Checks
NCSI National Center Safety Initiatives	\$ 37.00	4341990 · Criminal Background Checks	26001	10/1/22 New Hire Background Checks
NRPA	\$ 70.00	4239039 · General Program Supplies	UFB Visa	10/11/22 CPRP Renewal - PNR Director
PFM Car & Truck Care Center	\$ 59.39	4351000 · Auto Repair & maintenance	400124159	10/18/22 Vehicle Maintenance - M06
Pitney Bowes	\$ 124.14	4353003 · Postage Meter	3316448370	10/6/22 Postage Meter Lease QTR 3
Proshred Security	\$ 47.70	4341999 · Other Professional Fees	410046496	9/27/22 Shredding Services for Administration Offices
Purple Ink LLC	\$ 108.00	4357004 · External Instructional Fees	5672	9/28/22 Training Services for CCPR Staff
Purple Ink LLC	\$ 702.00	4357004 · External Instructional Fees	5540	8/26/22 Training Services for CCPR Staff
Ray's Trash Service, Inc.	\$ 429.00	4350101 · Trash Collection	8216197	10/12/22 Midtown Plaza Park Trash & Recycling
Ray's Trash Service, Inc.	\$ 194.00	4350101 · Trash Collection	8216197	10/12/22 Meadowlark Park Trash & Recycling
Ray Marketing powered by Proforma	\$ 818.00	4356004 · Staff Clothing	BR71003577A	10/22/22 Parks & Natural Resources Outdoor Uniform
Ray Marketing powered by Proforma	\$ 78.40	4356004 · Staff Clothing	BR71003540A	9/10/22 Parks & Natural Resources New Hire Outdoor Uniform
Recreation Results LLC	\$ 2,905.63	4340400 · Consulting Fees	2022023	10/10/22 Engagement Letter - Data, Analytics & Strategic Planning
Republic Services	\$ 257.85	4350101 · Trash Collection	0761-005782029	10/25/22 Trash & Recycling Services Westermeier Commons
Runyon Equipment Rental	\$ 175.00	4353099 · Other Rental & Leases	631891	10/10/22 Equipment Rental for Bush Hog Mowing
Sherwin Williams	\$ 208.76	4238900 · Other Maintenance Supplies	0830-8	10/4/22 Painting Supplies for Monon Boulevard
Sherwin Williams	\$ 62.15	4239000 · Miscellaneous Supplies	2986-0	10/3/22 Paint Supplies for Bollards
SHRM	\$ 229.00	4355300 · Organization & Membership Dues	UFB Visa	10/25/22 2022-23 Administration & Planning - HR Director Renewal
SHRM	\$ (229.00)	4355300 · Organization & Membership Dues	UFB Visa	9/26/22 Points Redeemed for Statement Credit
Soros Clinical Solutions LLC	\$ 85.00	4340700 · Medical Fees (Drug Tests)	1835	10/25/22 COVID19 Testing - Administration & Planning Staff
Spectrum Business	\$ 119.98	4349500 · Cable Service	UFB Visa	10/11/22 Cable Service
Spectrum Business	\$ 119.98	4349500 · Cable Service	UFB Visa	10/24/22 Cable Service
Staples	\$ 117.88	4230200 · Office Supplies	3519754913	9/29/22 Administration Office Supplies
Staples	\$ 75.75	4230200 · Office Supplies	3519754917	9/29/22 Administration Office Supplies
Staples	\$ (75.75)	4230200 · Office Supplies	7600616158	10/3/22 Administration Office Supplies
Staples	\$ 33.50	4230200 · Office Supplies	3519754918	9/29/22 Administration Office Supplies
Staples	\$ 15.98	4230200 · Office Supplies	3517741237	8/30/22 Parks & Natural Resources Office Supplies
Staples	\$ (15.98)	4230200 · Office Supplies	3518789784	9/23/22 Parks & Natural Resources Office Supplies
Staples	\$ 15.98	4230200 · Office Supplies	3519754923	9/23/22 Parks & Natural Resources Office Supplies
Staples	\$ 20.39	4230200 · Office Supplies	3520219343	10/3/22 Administrative Office Supplies
Staples	\$ 17.99	4230200 · Office Supplies	3520219342	10/3/22 Administrative Office Supplies
Sutton, Claudine	\$ 50.00	4344100 · Cellular Phone Fees	Reimb	9/22/22 Cell Phone Fees for Aug'22

**Carmel/Clay Board of Parks Recreation
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Name	Amount	Account	Num	Memo
Sutton, Claudine	\$ 26.35	4359000 · Special Projects	Reimb	9/22/22 Refreshments for Staff Training
Terryberry	\$ 36.65	4350900 · Other Cont. Services	L84006	9/30/22 Employee Recognition Gift
Terryberry	\$ 52.94	4350900 · Other Cont. Services	L84005	9/30/22 Employee Recognition Gift
Terryberry	\$ 39.65	4350900 · Other Cont. Services	L82683	9/28/22 Employee Recognition Gift
TimeClock Plus	\$ 6,213.19	4341955 · Info Sys Maint/Contracts	INV00219343	9/30/22 Employee Time Clock Annual Subscription
TRAFx Research Ltd.	\$ 635.00	4238000 · Small Tools & Minor Equipment	220919TE	9/26/22 Traffic Counter Equipment - PNR
TriCo Regional Sewer Utility	\$ 73.45	4348500 · Water & Sewer	1001301 Sep'22	10/3/22 Monon South Trailhead
TriCo Regional Sewer Utility	\$ 96.82	4348500 · Water & Sewer	1005876 Sep'22	10/3/22 West Park
TriCo Regional Sewer Utility	\$ 20.12	4348500 · Water & Sewer	1013738 Sep'22	10/3/22 Administration Office
TriCo Regional Sewer Utility	\$ 35.18	4348500 · Water & Sewer	1033605 Sep'22	10/3/22 Central Park Westermeier Commons
TriCo Regional Sewer Utility	\$ 2,130.82	4348500 · Water & Sewer	1041839 Sep'22	10/3/22 Centra Park Westermeier Commons #H
TriCo Regional Sewer Utility	\$ 188.96	4348500 · Water & Sewer	2000677 Sep'22	10/3/22 West Park
United States Treasury	\$ 43.04	4121000 · Employer's Share of FICA	CK Request	11/1/22 IRS Noticed Received - Tax Credit Disallowed Tax & Interest Due
USPS	\$ 37.50	4342100 · Postage	UFB Visa	10/18/22 Postage Stamps for Administrative Office
Utility Supply Company	\$ 509.21	4235000 · Building Materials	1419575	10/13/22 Repair Parts for Manhole at PNR Maintenance Office
Verizon Wireless	\$ 1,428.42	4344100 · Cellular Phone Fees	9916623820	9/23/22 Cell Phone Charges PNR
Verizon Wireless	\$ 854.96	4463200 · Computer Equipment	9916623820	9/23/22 Equipment for Human Resources
Verizon Wireless	\$ 484.94	4238000 · Small Tools & Minor Equipment	9916623820	9/23/22 Equipment for PNR
White's Ace Hardware	\$ 105.96	4238000 · Small Tools & Minor Equipment	29513717	9/16/22 Small Equipment for Repairs at Meadowlark Park
White's Ace Hardware	\$ 60.32	4238000 · Small Tools & Minor Equipment	29517155	9/23/22 Miscellaneous Supplies & Repair Parts - PNR
White's Ace Hardware	\$ 219.62	4235000 · Building Materials	29517264	9/23/22 Miscellaneous Supplies for Meadowlark Park
White's Ace Hardware	\$ 305.90	4239000 · Miscellaneous Supplies	29518547	9/26/22 Hardware for Bollard Installation
White's Ace Hardware	\$ 16.77	4237000 · Repair Parts	29518987	9/27/22 Restroom Repair Parts for West Park
White's Ace Hardware	\$ 10.94	4235000 · Building Materials	29519576	9/28/22 Miscellaneous Repair Parts Meadowlark Park
White's Ace Hardware	\$ 17.78	4237000 · Repair Parts	29519964	9/29/22 Plumbing Repair Parts - PNR
White's Ace Hardware	\$ 66.32	4235000 · Building Materials	29520130	9/29/22 Paint Supplies for Meadowlark Park
WISSCO Irrigation, Inc.	\$ 350.00	4350400 · Grounds Maintenance	JC187931	10/21/22 Service - Irrigation - Perelman Pavilion
Woody Warehouse Nursery, Inc.	\$ 1,712.75	4239000 · Miscellaneous Supplies	195585	9/29/22 Trees for World Habitat Day 2022
Zoom	\$ 199.90	4355200 · Subscriptions	UFB Visa	9/26/22 Video Conferencing
Zoom	\$ (199.90)	4355200 · Subscriptions	UFB Visa	9/26/22 Points Redeemed for Statement Credits
Oct 5 - Nov 2, 22	\$ 129,004.26			

Carmel/Clay Board of Parks Recreation
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Name	Amount	Account	Num	Memo
Oct 5 - Nov 2, 22				
317 Outfitters LLC	\$ 296.00	4343007 · Field Trips	1062	6/30/22 Success on Stage Camp Field Trip 6/28/22
317 Outfitters LLC	\$ 364.00	4343007 · Field Trips	Field Trip 6/15/22	10/1/22 Chillville ESE Summer Camp Field Trip 6/15/22
Absorb Software Inc	\$ 826.95	4341955 · Info Sys Maint/Contracts	INV00083458	10/7/22 Learning Management Software Additional Licensing
ADP, LLC	\$ 833.00	4341999 · Other Professional Fees	616494231	10/7/22 Payroll Processing Fees for Periods Ending 9/2/22, 9/16/22, & 9/30/22
Amazon	\$ 138.04	4239039 · General Program Supplies	UFB Visa	9/26/22 Carmel Elementary ESE Site Plan 2 Club/Sport
Amazon	\$ 209.96	4239039 · General Program Supplies	UFB Visa	9/27/22 Cherry Tree Site Plan 2 Supplies
Amazon	\$ 122.96	4239039 · General Program Supplies	UFB Visa	10/4/22 Cherry Tree ESE Puzzles
Amazon	\$ 527.76	4239039 · General Program Supplies	UFB Visa	9/26/22 College Wood ESE Program Supplies
Amazon	\$ 145.89	4239039 · General Program Supplies	UFB Visa	10/10/22 College Wood ESE Program Supplies
Amazon	\$ 84.74	4239039 · General Program Supplies	UFB Visa	10/13/22 College Wood ESE Program Supplies
Amazon	\$ (82.85)	4239039 · General Program Supplies	UFB Visa	10/15/22 College Wood ESE Program Supplies
Amazon	\$ 87.94	4239039 · General Program Supplies	UFB Visa	10/4/22 Forest Dale ESE Lights on Afterschool Party Supplies
Amazon	\$ 73.15	4239039 · General Program Supplies	UFB Visa	9/30/22 Mohawk Trails ESE Site Plan 2 Supplies
Amazon	\$ 160.97	4239039 · General Program Supplies	UFB Visa	10/10/22 Mohawk Trails ESE Site Plan 2 Supplies
Amazon	\$ 175.06	4239039 · General Program Supplies	UFB Visa	9/28/22 Prairie Trace ESE Site Plan 2 Supplies
Amazon	\$ 173.99	4239039 · General Program Supplies	UFB Visa	9/27/22 Smoky Row ESE Site Plan 2 Club/Sport Supplies
Amazon	\$ 212.70	4239039 · General Program Supplies	UFB Visa	10/19/22 Smoky Row ESE Site Plan 2 Club/Sport Supplies
Amazon	\$ 91.36	4239039 · General Program Supplies	UFB Visa	9/27/22 West Clay ESE Club Supplies
Amazon	\$ 155.97	4239039 · General Program Supplies	UFB Visa	9/30/22 West Clay Lights on Afterschool Party Supplies
Amazon	\$ 83.07	4239039 · General Program Supplies	UFB Visa	9/27/22 Woodbrook ESE Site Plan 2 Craft Supplies
Amazon	\$ 88.09	4239039 · General Program Supplies	UFB Visa	9/26/22 Clay Center ESE Site Plan 2 Club/Sport Supplies
Amazon	\$ 43.66	4239039 · General Program Supplies	UFB Visa	10/7/22 Clay Center ESE Program Supplies
Amazon	\$ 45.85	4239099 · Other Miscellaneous	UFB Visa	10/10/22 ESE Admin. Office Supplies
American Red Cross	\$ 210.00	4357004 · External Instructional Fees	22485123	9/28/22 ESE Staff First Aid Training
BluePay Processing, LLC	\$ 111.25	4341999 · Other Professional Fees	1005662456410920	9/30/22 ESE ACH Processing Sep'22
BluePay Processing, LLC	\$ 12,040.53	4341999 · Other Professional Fees	INV013882	10/5/22 ESE Credit Card Processing Sep'22
Bowl 32	\$ 2,000.00	4343007 · Field Trips	5153	6/29/22 Summer Experience ESE Field Trip 6/29/22
Bowl 32	\$ 1,750.00	4343007 · Field Trips	5154	7/20/22 Under the Sun Summer Camp Field Trip 7/20/22
Bowl 32	\$ 1,056.00	4343007 · Field Trips	5100	6/29/22 EnRoute ESE Summer Camp Field Trip 6/10/22
Buckingham, Tiffany	\$ 106.56	4343000 · Travel Fees & Expenses	Reimb	10/25/22 Mileage Reimbursement 8/17/22-10/24/22
Carmel Clay Schools Food & Nutrition	\$ 14,255.49	4239040 · Food & Beverages	Sep'22	10/3/22 ESE Breakfasts & Snacks Sep'22
Children's Museum of Indianapolis	\$ 1,434.00	4343007 · Field Trips	59565	9/26/22 Summer Experience Camp Field Trip 7/8/22
Discount School Supply	\$ 239.09	4239039 · General Program Supplies	W91750190101	9/30/22 Forest Dale ESE Site Plan 2 & 2B Supplies
Ellis, Max	\$ 108.44	4343000 · Travel Fees & Expenses	Reimb	10/13/22 Mileage Reimbursement 9/6/22-10/10/22
Escobedo, Michael	\$ 299.70	4358400 · Refunds, Awards & Indemnities	CK Request	10/3/22 Parent Request Refund
Facebook, Inc.	\$ 135.70	4346000 · Classified Advertising	UFB Visa	9/30/22 Recruitment Social Media Ads
Facebook, Inc.	\$ 220.90	4346000 · Classified Advertising	UFB Visa	10/25/22 Recruitment Social Media Ads
Formstack	\$ 2,160.00	4355200 · Subscriptions	UFB Visa	10/8/22 2022-23 Annual Subscription Renewal
Fun Express	\$ 109.57	4239039 · General Program Supplies	719393843-01	9/27/22 Clay Center ESE Site Plan 2 Craft Supplies
Fun Express	\$ 114.19	4239039 · General Program Supplies	719425518-01	9/28/22 Smoky Row ESE Site Plan 2 Craft Supplies
Fun Express	\$ 149.55	4239039 · General Program Supplies	719421514-01	9/28/22 Cherry Tree ESE Site Plan 2 Supplies
Fun Express	\$ 409.64	4239039 · General Program Supplies	719420588-01	9/28/22 School's Out Camp Supplies - Fall Break
Fun Express	\$ 131.22	4239039 · General Program Supplies	71925708-01	9/23/22 Carmel Elementary ESE Site Plan 2 Craft Supplies
Fun Express	\$ 62.49	4239039 · General Program Supplies	719276872-01	9/21/22 College Wood ESE Site Plan 2 Craft Supplies
Fun Express	\$ 79.78	4239039 · General Program Supplies	719245679-01	9/20/22 Forest Dale ESE Site Plan 2 Craft Supplies
Fun Express	\$ 112.52	4239039 · General Program Supplies	719420846-01	9/28/22 Woodbrook ESE Site Plan 2 Craft Supplies
Fun Express	\$ 202.77	4239039 · General Program Supplies	719450763-01	9/29/22 Prairie Trace ESE Site Plan 2 Supplies
Fun Express	\$ 127.14	4239039 · General Program Supplies	719500412-01	9/30/22 Mohawk Trails ESE Site Plan 2 Supplies
Fun Express	\$ 53.12	4239039 · General Program Supplies	719595018-01	10/4/22 Cherry Tree ESE Bingo Site Celebration & RICHER Supplies

Carmel/Clay Board of Parks Recreation
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Name	Amount	Account	Num	Memo
Fun Express	\$ 145.84	4239039 · General Program Supplies	719594820-01	10/4/22 Forest Dale ESE Lights on After School Party Supplies
Fun Express	\$ 137.79	4239039 · General Program Supplies	719500695-01	10/3/22 Forest Dale ESE Site Plan 2 C Supplies
Fun Express	\$ 263.87	4239039 · General Program Supplies	719500218-01	9/30/22 Cherry Tree ESE Fall Store, Celebrations & Refill Supplies
Fun Express	\$ 99.96	4239039 · General Program Supplies	719500218-02	9/30/22 Cherry Tree ESE Fall Store, Celebrations & Refill Supplies
Fun Express	\$ 61.98	4239039 · General Program Supplies	719500218-03	10/3/22 Cherry Tree ESE Fall Store, Celebrations & Refill Supplies
Fun Express	\$ 132.93	4239039 · General Program Supplies	719279197-01	9/22/22 West Clay ESE Site Plan 2 Craft Club Supplies
Fun Express	\$ 133.41	4239039 · General Program Supplies	719748353-01	10/8/22 Clay Center ESE Lights On Afterschool Supplies
Fun Express	\$ 203.63	4239039 · General Program Supplies	719841384-01	10/10/22 Praire Trace ESE Lights on Afterschool Supplies
Fun Express	\$ 209.48	4239039 · General Program Supplies	719849350-01	10/11/22 Carmel Elementary ESE Lights On Afterschool Supplies
Hernandez, Isaiah	\$ 120.88	4343000 · Travel Fees & Expenses	Reimb	9/30/22 Mileage Reimbursement 8/31/22-9/29/22
Indeed, Inc.	\$ 62.52	4346000 · Classified Advertising	UFB Visa	9/30/22 Sponsored Job Advertising
Indeed, Inc.	\$ 185.53	4346000 · Classified Advertising	UFB Visa	10/17/22 Sponsored Job Advertising
Indeed, Inc.	\$ 305.44	4346000 · Classified Advertising	UFB Visa	10/26/22 Job Advertising Hiring Platform Sep'22-Dec'22
Indianapolis Art Center	\$ 700.00	4343007 · Field Trips	5758	10/12/22 Adventures in Art ESE Summer Camp Field Trip 7/8/22
Insight Public Sector	\$ 1,104.04	4239099 · Other Miscellaneous	1100986090	9/28/22 ESE Replacement Docking Stations
Insight Public Sector	\$ 1,950.07	4463200 · Computer Equipment	1100988451	10/4/22 Computer Laptop for ESE Director
Intuit	\$ 280.66	4341955 · Info Sys Maint/Contracts	UFB Visa	9/26/22 Quickbooks Software and Cloud Hosting Subscription
Iron Mountain	\$ 69.50	4341999 · Other Professional Fees	GXBW969	9/30/22 Off Site HR Storage Aug'22
Iron Mountain	\$ 59.50	4341999 · Other Professional Fees	GLBW379	3/31/22 Off Site Storage for HR Mar'22
J & K Communications, Inc.	\$ 95.58	4350000 · Equipment Repairs & Maint.	118245	9/30/22 College Wood ESE Radio Repair
J & K Communications, Inc.	\$ 31.25	4350000 · Equipment Repairs & Maint.	118246	9/30/22 College Wood ESE Radio Repair
J & K Communications, Inc.	\$ 95.58	4350000 · Equipment Repairs & Maint.	118148	9/27/22 Mohawk Trails ESE 2-Way Radio Repair
Kaehr, Mark	\$ 646.00	4358400 · Refunds, Awards & Indemnities	CK Request	10/17/22 Parent Request Refund
Kroger	\$ 139.92	4239039 · General Program Supplies	134219	9/23/22 Forest Dale ESE - Fall Carnival
Lazdins, Marcel A	\$ 676.80	4239099 · Other Miscellaneous	7	9/29/22 ESE Forms Translation to Spanish
Lucero, Jennifer	\$ 106.12	4343000 · Travel Fees & Expenses	Reimb	10/5/22 Mileage Reimbursement 8/31/22-10/5/22
Magers Bookkeeping Services LLC	\$ 450.00	4341999 · Other Professional Fees	1073	9/28/22 2022 Bookkeeping Services
Mail Chimp	\$ 212.00	4355200 · Subscriptions	UFB Visa	10/14/22 Email Marketing - Annual Subscription
Mountain Glacier, LLC	\$ 36.85	4350900 · Other Cont. Services	900293953	10/10/22 Drinking Water ESE
NCSI - National Center Safety Initiatives	\$ 92.50	4341990 · Criminal Background Checks	26001	10/1/22 New Hire Background Checks
Percussive Arts Society	\$ 270.00	4343007 · Field Trips	11992	9/28/22 Adventures in Art ESE Summer Camp Field Trip 7/29/22
Plew, Jessica	\$ 289.70	4358400 · Refunds, Awards & Indemnities	CK Request	10/10/22 Parent Request Refund
Purple Ink LLC	\$ 702.00	4357004 · External Instructional Fees	5540	8/26/22 Training Services for CCPR Staff
Purple Ink LLC	\$ 108.00	4357004 · External Instructional Fees	5672	9/28/22 Training Services for CCPR Staff
Recreation Results LLC	\$ 1,095.98	4341999 · Other Professional Fees	2022023	10/10/22 Engagment Letter - Data, Analytics, & Strategic Planning
S & S Worldwide	\$ 23.75	4239039 · General Program Supplies	IN101075390	9/26/22 Clay Center ESE Site Plan 2 Craft Supplies
S & S Worldwide	\$ 38.16	4239039 · General Program Supplies	IN101076641	9/28/22 Smoky Row ESE Site Plan 2 Craft Supplies
S & S Worldwide	\$ 51.84	4239039 · General Program Supplies	IN101076796	9/28/22 Prairie Trace ESE Site Plan 2 Supplies
S & S Worldwide	\$ 63.90	4239039 · General Program Supplies	IN101078421	9/30/22 Forest Dale ESE Site Plan 2 Supplies
S & S Worldwide	\$ 482.84	4239039 · General Program Supplies	IN101076401	9/27/22 West Clay ESE - General Program Supplies
S & S Worldwide	\$ 40.01	4239039 · General Program Supplies	IN101073221	9/21/22 Cherry Tree ESE Site Plan 2 Supplies
S & S Worldwide	\$ 51.84	4239039 · General Program Supplies	IN101073178	9/21/22 West Clay Site Plan 2 Craft Club Supplies
S & S Worldwide	\$ 75.41	4239039 · General Program Supplies	IN101073905	9/23/22 Carmel Elementary ESE Site Plan 2 Craft Supplies
S & S Worldwide	\$ 41.57	4239039 · General Program Supplies	IN101076137	9/27/22 Woodbrook Site Plan 2 Craft Supplies
S & S Worldwide	\$ 17.47	4239039 · General Program Supplies	IN101073133	9/21/22 College Wood Site Plan 2 Craft Supplies
S & S Worldwide	\$ 27.00	4239039 · General Program Supplies	IN101072322	9/20/22 Forest Dale ESE Site Plan 2 Supplies
Schuster, Victoria	\$ 73.75	4343000 · Travel Fees & Expenses	Reimb	10/20/22 Mileage Reimbursement 8/2/22-10/17/22
Senesac, Meagan	\$ 127.70	4358400 · Refunds, Awards & Indemnities	CK Request	10/17/22 Parent Request Refund
Soros Clinical Solutions LLC	\$ 85.00	4340700 · Medical Fees (Drug Tests)	1829	10/4/22 COVID19 Testing ESE Part Time Staff
Staples	\$ 38.20	4230200 · Office Supplies	3519754921	9/27/22 Smoky Row ESE Site Plan 2 Office Supplies

Carmel/Clay Board of Parks Recreation
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Name	Amount	Account	Num	Memo
Staples	\$ 21.56	4230200 · Office Supplies	3518789783	9/22/22 College Wood ESE Site Plan 2 Supplies
Staples	\$ 21.56	4230200 · Office Supplies	3518789783	9/22/22 West Clay ESE Site Plan 2 Supplies
Staples	\$ 124.42	4230200 · Office Supplies	3518789781	9/20/22 ESE Admin Office Supplies
Staples	\$ 54.99	4230200 · Office Supplies	3518244557	9/1/22 Cherry Tree ESE Office Supplies
Staples	\$ 25.72	4230200 · Office Supplies	3519754922	9/26/22 Woodbrook ESE Office Supplies
Staples	\$ 17.40	4230200 · Office Supplies	3519754922	9/26/22 Forest Dale ESE Office Supplies
Staples	\$ 21.56	4230200 · Office Supplies	3520219346	10/3/22 Prairie Trace ESE Site Plan 1 Supplies
Staples	\$ 21.56	4230200 · Office Supplies	3520219346	10/3/22 Cherry Tree ESE Site Plan 1 Supplies
Staples	\$ 14.15	4230200 · Office Supplies	3520713006	10/3/22 Prairie Trace ESE Site Plan 1 Supplies
Staples	\$ 14.14	4230200 · Office Supplies	3520713006	10/3/22 Cherry Tree ESE Site Plan 1 Supplies
Staples	\$ 17.99	4230200 · Office Supplies	3521186095	10/10/22 ESE Admin. Office Supplies
Staples	\$ 90.12	4230200 · Office Supplies	3520713007	10/10/22 ESE Admin. Office Supplies
Staples	\$ 77.56	4230200 · Office Supplies	3520713008	10/10/22 ESE Admin. Office Supplies
The Escape Room USA	\$ 594.00	4357004 · External Instructional Fees	CK Request	10/10/22 Payment for ESE Team Building Event
The Friends of Central Pool, Inc.	\$ 204.00	4343007 · Field Trips	Field Trip 6/29/22	10/17/22 Chillville ESE Camp Field Trip 7/29/22
The Friends of Central Pool, Inc.	\$ 219.00	4343007 · Field Trips	Field Trip 7/7/22	10/17/22 Camp Wayback ESE Field Trip 7/7/22
TimeClock Plus	\$ 6,213.19	4355200 · Subscriptions	INV00219343	9/30/22 Employee Time Clock Annual Subscription
USPS	\$ 9.55	4350000 · Equipment Repairs & Maint.	UFB Visa	10/13/22 ESE Radio Repair Shipping Charges
Verizon Wireless	\$ 499.33	4344100 · Cellular Phone Fees	9916608504	9/23/22 Cell Phone Charges ESE
Verizon Wireless	\$ 1,025.04	4344100 · Cellular Phone Fees	9916859619	9/27/22 iPad Usage ESE
Walmart	\$ 119.55	4239039 · General Program Supplies	842256540683350	9/13/22 Clay Center ESE Program Supplies
Walmart	\$ 472.07	4239039 · General Program Supplies	602259603155263	9/16/22 Cherry Tree ESE Game, Puzzles & Storage Supplies
Walmart	\$ 42.92	4230200 · Office Supplies	592265422645768	9/22/22 ESE Administration Office Kitchen Supplies
Walmart	\$ 141.07	4239039 · General Program Supplies	412265557947862	9/22/22 Towne Meadow ESE Sep'22 Supplies
Walmart.com	\$ 61.05	4239039 · General Program Supplies	UFB Visa	10/18/22 Smoky Row ESE Program Club Supplies
Willow Marketing Management, Inc.	\$ 50.00	4341955 · Info Sys Maint/Contracts	22938	9/30/22 CCPR Website Hosting Sep'22
Willow Marketing Management, Inc.	\$ 375.00	4359000 · Special Projects	23066	9/30/22 New Hire Employee's Orientation Video/Additional Edits
Zhan, Yujie	\$ 40.00	4358400 · Refunds, Awards & Indemnities	CK Request	10/3/22 Parent Request Refund
Oct 5 - Nov 2, 22	\$ 65,640.16			

Carmel/Clay Board of Parks Recreation
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Name	Amount	Account	Num	Memo
Oct 5 - Nov 2, 22				
Absorb Software Inc.	\$ 826.95	4341955 · Info Sys Maint/Contracts	INV00083458	10/7/22 Learning Management Software Additional Licensing
Ace - Pak Products Inc.	\$ 535.66	4238900 · Cleaning & Maint. Supplies	A-10698	10/5/22 MCC Janitorial Supplies 10/4/22
Active Network, LLC	\$ 104.00	4358400 · Refunds, Awards & Indemnities	CB2022AUG_0085	9/1/22 Credit Card Charge Back
ADP, LLC	\$ 1,377.00	4341999 · Other Professional Fees	616494231	10/7/22 Payroll Processing Fees for Periods Ending 9/2/22, 9/16/22, & 9/30/22
AlphaCard	\$ 731.83	4239039 · General Program Supplies	INV6933765	10/12/22 Front Desk & Track Keyfobs
Amazon	\$ 16.95	4239099 · Other Miscellaneous	UFB Visa	10/21/22 ADA Compliance Signage
Amazon	\$ 25.75	4239039 · General Program Supplies	UFB Visa	10/6/22 Fitness Center Supplies for Weight Bars
Amazon	\$ 50.10	4239039 · General Program Supplies	UFB Visa	10/14/22 Kidzone Supplies
American Red Cross	\$ 280.00	4358300 · Other Fees & Licenses	2487703	9/30/22 Staff Adult & Pediatric First Aid/CPR/AED
American Red Cross	\$ 82.00	4358300 · Other Fees & Licenses	22491677	10/19/22 Lifeguard Class 10/18/22
Arab Termite & Pest Control	\$ 78.00	4350100 · Building Repairs & Maint.	332621	9/30/22 Pest Control MCC
Arab Termite & Pest Control	\$ 78.00	4350100 · Building Repairs & Maint.	332580	9/21/22 Pest Control - MCC
Arab Termite & Pest Control	\$ 78.00	4350100 · Building Repairs & Maint.	333716	10/14/22 MCC Pest Control
AT&T	\$ 1,069.06	4344000 · Telephone Line Charges	UFB Visa	10/24/22 MCC Alarms & Elevators
AV Now Fitness Sound	\$ 190.42	4239039 · General Program Supplies	174712	10/4/22 Audio Equipment for Group Fitness
B & H Photo	\$ 506.48	4463200 · Computer Equipment	206118565	9/23/22 Computer Docking Stations - MCC
B & H Photo	\$ 777.40	4239099 · Other Miscellaneous	206663344	10/19/22 Replacement TV's for MCC Fitness Center
BC Strength	\$ 798.00	4239039 · General Program Supplies	UFB Visa	10/10/22 Small Fitness Equipment
Bessler, Anne Marie	\$ 14.38	4343000 · Travel Fees & Expenses	Reimb	10/21/22 Mileage Reimbursement 9/28/22-10/21/22
Brainstorm Print	\$ 240.00	4230100 · Stationary & Printing Materials	132417	10/11/22 MCC Business Cards
Brainstorm Print	\$ 1,162.00	4345000 · Printing (Not Office Supplies)	131946	10/11/22 MCC Welcome Packet Inside Printed Materials
Carmel Utilities	\$ 3,283.36	4348500 · Water & Sewer	0691302002 Sep'22	10/11/22 Monon Community Center
Carmel Welding	\$ 45.00	4235000 · Building Materials	454442	10/11/22 Service - Welding Repair for MCC Equipment
Carrier Corporation	\$ 2,390.00	4350100 · Building Repairs & Maint.	90225974	10/3/22 MCC CHiller Repairs
CenterPoint Energy	\$ 45.68	4349000 · Gas	57904133 Oct'22	10/11/22 Monon Community Center Entry
CenterPoint Energy	\$ 1,141.14	4349000 · Gas	57844597 Oct'22	10/6/22 Monon Community Center
CenterPoint Energy	\$ 98.53	4349000 · Gas	57844902 Oct'22	10/13/22 Monon Community Center Aquatics Filter Building
Cintas Corporation	\$ 601.17	4238900 · Cleaning & Maint. Supplies	4132412849	9/26/22 MCC Cleaning Supplies 9/26/22
Cintas Corporation	\$ 578.29	4238900 · Cleaning & Maint. Supplies	4133136521	10/3/22 MCC Cleaning Supplies 10/3/22
Cintas Corporation	\$ 578.29	4238900 · Cleaning & Maint. Supplies	4133820262	10/10/22 MCC Cleaning Supplies 10/10/22
CleanTelligent Software	\$ 453.60	4341955 · Info Sys Maint/Contracts	INV-760480	10/1/22 Monthly Work Order Software User Fees Oct'22
Constellation NewEnergy	\$ 7,696.16	4349000 · Gas	2581093	9/30/22 Monon Community Center
Constellation NewEnergy	\$ 168.82	4349000 · Gas	2581093	9/30/22 Monon Community Center Aquatic Entry
Constellation NewEnergy	\$ 1,010.22	4349000 · Gas	2581093	9/30/22 Monon Community Center Filter Building
Corvus Janitorial Systems	\$ 9,995.00	4350600 · Cleaning Services	210191002-118	10/1/22 Janitorial Services - MCC
Corvus Janitorial Systems	\$ 13,575.00	4350600 · Cleaning Services	210191001-119	10/1/22 Janitorial Services - MCC
Corvus Janitorial Systems	\$ 13,575.00	4350600 · Cleaning Services	211191001-121	11/1/22 Janitorial Services - MCC
Corvus Janitorial Systems	\$ 9,995.00	4350600 · Cleaning Services	211191002-120	11/1/22 Janitorial Services - MCC
Direct Fitness Solutions, LLC	\$ 778.00	4350000 · Equipment Repairs & Maint.	0573490-IN	9/15/22 Fitness Equipment Preventative Maintenance
Direct Fitness Solutions, LLC	\$ 73.16	4350000 · Equipment Repairs & Maint.	0576083-IN	9/21/22 Fitness Equipment Repair Parts - Sep'22 Preventative Maintenance
DirecTv	\$ 250.99	4349500 · Cable Service	038575356X221005	10/5/22 Dish Service - MCC
Duke Energy	\$ 2,561.31	4348000 · Electricity	91012316391 Sep'22	9/30/22 Monon Community Center East
Duke Energy	\$ 47,410.55	4348000 · Electricity	910123195102 Sep'22	10/3/22 Monon Community Center West
Ellis Mechanical & Electrical	\$ 595.29	4350000 · Equipment Repairs & Maint.	220672	9/27/22 Service Call - Lazy River Jet Pump
Ellis Mechanical & Electrical	\$ 1,142.00	4350100 · Building Repairs & Maint.	221277	9/27/22 Service Call - Dectron Unit #5
Ellis Mechanical & Electrical	\$ 246.00	4350100 · Building Repairs & Maint.	221374	10/14/22 Service Call - Dectron Unit #6
Ellis Mechanical & Electrical	\$ 402.38	4350100 · Building Repairs & Maint.	221399	10/14/22 Service Call - Domestic Hot Water Heater
Ellis Mechanical & Electrical	\$ 3,650.38	4350900 · Other Cont. Services	222207	10/26/22 2022 MCC RTU's & Split System Preventative Maintenance
Ellis Mechanical & Electrical	\$ 4,449.90	4350900 · Other Cont. Services	22194	10/14/22 2022 MCC HVAC Preventative Maintenance

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Name	Amount	Account	Num	Memo
Environmental Laboratories, Inc.	\$ 60.00	4350900 · Other Cont. Services	20365063	9/19/22 Weekly Water Testing - Indoor Pool
Environmental Laboratories, Inc.	\$ 60.00	4350900 · Other Cont. Services	20365858	10/3/22 Weekly Water Testing - Indoor Pool 9/28/22
Environmental Laboratories, Inc.	\$ 60.00	4350900 · Other Cont. Services	20366000	10/6/22 Weekly Water Testing - Indoor Pool 10/3/22
Environmental Laboratories, Inc.	\$ 60.00	4350900 · Other Cont. Services	20366827	10/24/22 Weekly Water Testing - Indoor Pool
Environmental Laboratories, Inc.	\$ 60.00	4350900 · Other Cont. Services	20366522	10/17/22 Weekly Water Testing - Indoor Pool 10/12/22
Facebook, Inc.	\$ 465.03	4341991 · Marketing & Promotions	UFB Visa	9/30/22 Year Round Membership Promotion & Social Media Ads
Facebook, Inc.	\$ 458.20	4341991 · Marketing & Promotions	UFB Visa	10/25/22 Year Round Membership Promotion & Social Media Ads
Facebook, Inc.	\$ 135.71	4346000 · Classified Advertising	UFB Visa	9/30/22 Recruitment Social Media Ads
Facebook, Inc.	\$ 220.90	4346000 · Classified Advertising	UFB Visa	10/25/22 Recruitment Social Media Ads
Formstack, LLC	\$ 2,160.00	4355200 · Subscriptions	UFB Visa	10/8/22 2022-23 Annual Subscription Renewal
Google	\$ 304.00	4341991 · Marketing & Promotions	UFB Visa	10/1/22 MCC Membership Campaign Ads
Grainger	\$ 91.50	4239039 · General Program Supplies	9460413389	9/28/22 Batteries for Group Fitness
Graybar	\$ 54.68	4238900 · Cleaning & Maint. Supplies	9328832598	9/22/22 Replacement Ballast & Exterior Light Bulbs - MCC
Green Touch Services, Inc.	\$ 1,709.00	4350400 · Grounds Maintenance	134016	9/30/22 Landscape Maintenance Central Waterpark
HyTek Sales	\$ 314.00	4358300 · Other Fees & Licenses	UFB Visa	9/14/22 Swim Team Meet Upgrade Software
Indeed, Inc.	\$ 85.18	4346000 · Classified Advertising	UFB Visa	9/30/22 Sponsored Job Advertising
Indeed, Inc.	\$ 314.52	4346000 · Classified Advertising	UFB Visa	10/17/22 Sponsored Job Advertising
Indeed, Inc.	\$ 210.94	4346000 · Classified Advertising	UFB Visa	10/26/22 Job Advertising Hiring Platform Sep'22-Dec'22
Insight Public Sector	\$ 1,347.90	4239099 · Other Miscellaneous	1100990086	10/6/22 MCC West Wifi Equipment - Kidzone & Indoor Aquatics
Intuit QuickBooks	\$ 280.66	4341955 · Info Sys Maint/Contracts	UFB Visa	9/26/22 Quickbooks Software and Cloud Hosting Subscription
Iron Mountain	\$ 69.50	4341999 · Other Professional Fees	GXBW969	9/30/22 Off Site Human Resources Storage Aug'22
Iron Mountain	\$ 59.50	4341999 · Other Professional Fees	GLBW379	3/31/22 Off Site Storage for HR Mar'22
Kroger	\$ 19.13	4239039 · General Program Supplies	159986	9/16/22 Supplies for Adaptive Programming Movie Under the Stars
Kroger	\$ 14.46	4239039 · General Program Supplies	180995	10/7/22 Adaptive Program Supplies for Autumn Adventures
L & W Supply Corporation	\$ 394.82	4350100 · Building Repairs & Maint.	1004006260-001	10/6/22 Ceiling Tiles - MCC
Magers Bookkeeping Services LLC	\$ 435.00	4341999 · Other Professional Fees	1073	9/28/22 2022 Bookkeeping Services Sep'22
Mail Chimp	\$ 212.00	4355200 · Subscriptions	UFB Visa	10/14/22 Email Marketing - Annual Subscription
Mehl, Eric	\$ 50.00	4344100 · Cellular Phone Fees	Reimb	9/30/22 Cell Phone Fees Sep'22
Midwest Parenting Publications, LLC	\$ 495.00	4341991 · Marketing & Promotions	25313-R	10/17/22 Fall/Winter Membership Campaign Ad - Indy's Child
Mobile Mini, Inc.	\$ 334.54	4353099 · Other Rental & Leases	9015470410	10/6/22 Waterpark Furniture Storage Oct'22
Mobile Mini, Inc.	\$ 334.54	4353099 · Other Rental & Leases	9015470409	10/6/22 Waterpark Furniture Storage Oct'22
Mountain Glacier, LLC	\$ 4.57	4350900 · Other Cont. Services	900293955	10/10/22 Drinking Water MCC West
Mountain Glacier, LLC	\$ 4.58	4350900 · Other Cont. Services	900293955	10/10/22 Drinking Water MCC West
Mountain Glacier, LLC	\$ 93.79	4350900 · Other Cont. Services	900293952	10/10/22 Drinking Water MCC East
Mr. B's Lawn Maintenance, Inc.	\$ 845.00	4350400 · Grounds Maintenance	9553	9/30/22 Waterpark Turf Repairs
Mr. B's Lawn Maintenance, Inc.	\$ 792.00	4350400 · Grounds Maintenance	9536	9/30/22 Turf Maintenance Central Water Park
NCSI - National Center Safety Initiatives	\$ 92.50	4341990 · Criminal Background Checks	26001	10/1/22 New Hire Background Checks
Normand, Mike	\$ 50.00	4344100 · Cellular Phone Fees	Reimb	10/3/22 Cell Phone Fees Sep'22
Normand, Mike	\$ 50.00	4344100 · Cellular Phone Fees	Reimb	10/19/22 Cell Phone Reimbursement Oct'22
Northern Safety Co., Inc.	\$ 73.60	4237000 · Repair Parts	50990876	10/17/22 MCC Surface Cleaner Replacement Part
Northern Tool & Equipment	\$ 130.42	4237000 · Repair Parts	50860159	9/19/22 MCC Pressure Washer Replacement
Oracle Elevator Company	\$ 948.00	4350100 · Building Repairs & Maint.	SIN161338	10/1/22 MCC Elevator Quarterly Maintenance QTR 1
Pickett & Associates	\$ 201.25	4341991 · Marketing & Promotions	2554	10/3/22 PR/Marketing Services Sep'22
Power Systems	\$ 107.30	4239039 · General Program Supplies	8807124	9/23/22 Fitness Center Small Equipment
Purple Ink LLC	\$ 108.00	4357004 · External Instructional Fees	5672	9/28/22 Training Services for CCPR Staff
Purple Ink LLC	\$ 702.00	4357004 · External Instructional Fees	5540	8/26/22 Training Services for CCPR Staff
Ray Marketing powered by Proforma	\$ 850.00	4239039 · General Program Supplies	BR71003562A	10/2/22 MCC Membership Wrist Coils
Recreation Results LLC	\$ 1,095.99	4340400 · Consulting Fees	2022023	10/10/22 Engagment Letter - Data, Analytics & Strategic Planning
Republic Services	\$ 857.65	4350101 · Trash Collection	0761-005780773	10/25/22 Trash & Recycling MCC
Staples	\$ 33.49	4230200 · Office Supplies	3520219348	10/5/22 MCC Office Supplies & Computer Accessories

Carmel/Clay Board of Parks Recreation
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Name	Amount	Account	Num	Memo
Staples	\$ 91.58	4230200 · Office Supplies	3520219347	10/5/22 MCC Office Supplies & Computer Accessories
Staples	\$ 39.99	4230200 · Office Supplies	3520713010	10/5/22 MCC Office Supplies/Computer Accessories
Staples	\$ 48.77	4230200 · Office Supplies	3520713009	10/13/22 MCC Office Supplies
Staples	\$ 14.70	4239039 · General Program Supplies	3520713009	10/13/22 MCC Adaptive Program Supplies
Stericycle, Inc.	\$ 43.89	4350900 · Other Cont. Services	4011293234	10/10/22 Medical Waste Removal
SuperSaas BV	\$ 46.00	4355200 · Subscriptions	UFB Visa	10/4/22 MCC Reservation Booking Subscription
Swim Outlet	\$ 1,194.75	4356004 · Staff Clothing	21452645	9/20/22 Aquatics Instructor Uniforms
Terryberry	\$ 38.88	4350900 · Other Cont. Services	L82682	9/28/22 Employee Recognition Gift - MCC
Terryberry	\$ 42.39	4350900 · Other Cont. Services	L89425	10/13/22 Employee Recognition Gifts
TimeClock Plus	\$ 6,213.19	4355200 · Subscriptions	INV00219343	9/30/22 Employee Time Clock Annual Subscription
Tom Wood Ford	\$ 89.82	4351000 · Auto Repairs & Maintenance	898119/1	10/17/22 Service - MCC F250 Truck Maintenance
TriCo Regional Sewer Utility	\$ 1,005.82	4348500 · Water & Sewer	1001164 SEp'22	10/3/22 Monon Community Center
TriCo Regional Sewer Utility	\$ 1,091.00	4348500 · Water & Sewer	1020958 Sep'22	10/3/22 Monon Community Center
Verizon Wireless	\$ 120.04	4344100 · Cellular Phone Fees	9916608504 Sep'22	9/23/22 Jet Packs at MCC
WFYI TV	\$ 1,450.00	4341991 · Marketing & Promotions	255-16318-0000	9/25/22 Radio & Print Membership Ads Fall'22/Spring '23
White's Ace Hardware	\$ 99.92	4238900 · Cleaning & Maint. Supplies	29519794	9/28/22 Aquatics Cleaning Supplies
Wicker, Mike	\$ 42.00	4358400 · Refunds, Awards & Indemnities	2001948004	8/19/22 Guest Request Refund
Willow Marketing Management, Inc.	\$ 50.00	4341955 · Info Sys Maint/Contracts	22938	9/30/22 CCPR Website Hosting Sep'22
Willow Marketing Management, Inc.	\$ 375.00	4359000 · Special Projects	23066	9/30/22 New Hire Employee's Orientation Video/Additional Edits
Zogics, LLC	\$ 2,370.65	4238900 · Cleaning & Maint. Supplies	281337	10/14/22 Gym Wipes for MCC
Oct 5 - Nov 2, 22	\$ 168,191.44			

Carmel/Clay Board of Parks Recreation
Claim Sheet Fund 110 - Parks and Recreation Facilities
November 9, 2022

Name	Amount	Account	Num	Memo
Oct 5 - Nov 2, 22				
AES Indiana	\$ 1,021.80	4348000 · Electricity	985559 Sep'22	9/29/22 Perelman Pavilion
Arab Termite & Pest Control	\$ 52.00	4350100 · Building Repairs & Maint.	332565	9/29/22 Pest Control - Wilfong Pavilion
Arab Termite & Pest Control	\$ 75.00	4350100 · Building Repairs & Maint.	332586	9/30/22 Pest Control - Perelman Pavilion
Arab Termite & Pest Control	\$ 75.00	4350100 · Building Repairs & Maint.	326186	4/14/22 Pest Control - Perelman Pavilion
Arab Termite & Pest Control	\$ 75.00	4350100 · Building Repairs & Maint.	333721	10/21/22 Pest Control Perelman Pavilion
AT&T	\$ 227.81	4344000 · Telephone Line Charges	UF Visa	10/24/22 Analog Telephone Lines Charges - Wilfong
AT&T	\$ 545.05	4344000 · Telephone Line Charges	UF Visa	10/24/22 Analog Telephone Charges - Perelman Pavilion
Carmel Utilities	\$ 186.27	4348500 · Water & Sewer	0391262001 Sep'22	10/3/22 Wilfong Pavilion
Carmel Utilities	\$ 14.49	4348500 · Water & Sewer	0692331800 Sep'22	10/11/22 Central Dog Park
Carmel Utilities	\$ 81.18	4348500 · Water & Sewer	1341235001 Sep'22	10/24/22 Perelman Pavilion
CenterPoint Energy	\$ 184.22	4349000 · Gas	57904133 Oct'22	10/7/22 Perelman Pavilion
Corvus Janitorial Systems	\$ 775.00	4350600 · Cleaning Services	210191003-121	10/1/22 Janitorial Services Wilfong Pavilion
Corvus Janitorial Systems	\$ 1,295.00	4350600 · Cleaning Services	210191010-123	10/1/22 Janitorial Services Perelman Pavilion
Corvus Janitorial Systems	\$ 1,295.00	4350600 · Cleaning Services	211191010-125	11/1/22 Janitorial Services - Perelman Pavilion
Corvus Janitorial Systems	\$ 775.00	4350600 · Cleaning Services	211191003-123	11/1/22 Janitorial Services - Wilfong
Duke Energy	\$ 535.09	4348000 · Electricity	9.10123E+11	9/30/22 Wilfong Pavilion
Grainger	\$ 75.28	4237000 · Repair Parts	9474035194	10/11/22 Hardware Supplies for Dog Park Fence
Graybar	\$ 131.04	4237000 · Repair Parts	9329116001	10/12/22 Replacement Exit Light at Wilfong
Green Touch Services, Inc.	\$ 164.00	4350400 · Grounds Maintenance	134017	9/30/22 Landscape Maintenance Central Dog Park
Magers Bookkeeping Services LLC	\$ 175.00	4341999 · Other Professional Fees	1073	9/28/22 2022 Bookkeeping Services
Mr. B's Lawn Maintenance, Inc.	\$ 1,346.50	4350400 · Grounds Maintenance	9555	9/30/22 Dog Park - Fall 2022 Turf Maintenance
Mr. B's Lawn Maintenance, Inc.	\$ 815.76	4350400 · Grounds Maintenance	9532	9/30/22 Turf Maintenance Central Bark Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,155.00	4350400 · Grounds Maintenance	9545	9/30/22 Turf Maintenance Perelman Pavilion
Poo Prints	\$ 69.95	4350400 · Grounds Maintenance	18106	10/6/22 Dog Park Sample for DNA Testing
Poo Prints	\$ 69.95	4350400 · Grounds Maintenance	18252	10/26/22 Dog Park Sample for DNA Testing
Poo Prints	\$ 84.95	4350400 · Grounds Maintenance	18244	10/25/22 Dog Park Sample for DNA Testing
Republic Services	\$ 93.75	4350101 · Trash Collection	0761-005782396	10/25/22 Trash & Recycling Perelman Pavilion
Republic Services	\$ 115.30	4350101 · Trash Collection	0761-005781228	10/25/22 Trash & Recycling Founders Park
TriCo Regional Sewer Utility	\$ 105.82	4348500 · Water & Sewer	1039051 Sep'22	10/3/22 Perelman Pavilion
Xanderbuilt Tree Care	\$ 540.00	4350400 · Grounds Maintenance	8091	10/6/22 Dog Park Tree (Cottonwood) Maintenance
Oct 5 - Nov 2, 22	\$ 12,155.21			

Carmel/Clay Board of Parks and Recreation
Claim Sheet for
Fund 103 Capital Fund
Fund 106 Park Impact Fees
Fund 853 Gift Fund
Fund 101 Reserve
CCPR Internal Transfer
November 9, 2022

Name	Amount	Class	Account	Number	Memo
Fund 106 - Park Impact Fee					
MKSK	\$ 16,300.00	106	4460717 - Thomas Marcuccilli Nature Park	2221425	9/28/22 Thomas Marcuccilli Nature Park Master Plan PO#56181
Total Fund 106	\$ 16,300.00				
Fund 853 - Gift Fund					
Amazon	\$ 34.68	853	5023990 - Other Expenses	UFB Visa	10/10/22 Leadership Connection Project Supplies PO#57266
Cardno Inc. (Stantec)	\$ 415.00	853	5023990 - Other Expenses	1981519	9/12/22 West Park & Hinshaw Preserve Restoration PO#56494
Cardno Inc. (Stantec)	\$ 1,772.28	853	5023990 - Other Expenses	1981522	8/19/22 West Park & Hinshaw Preserve Restoration PO#56494
Sutton, Claudine	\$ 16.78	853	5023990 - Other Expenses	Reimb	9/22/22 Refreshments for Staff Team Building Yoga Class
Total Fund 853	\$ 2,238.74				
Fund 101 - General Fund Reserve Encumbrance					
Enterprise FM Trust	\$ 769.02	1125401	(R) 4353099 - Other Rentals	FBN4581473	10/6/22Fleet Lease Rental for A01 PO#56077
Environmental Laboratories Inc	\$ 30.00	1125411	(R) 4238900 - Other Maintenance Supplie	20365092	9/19/22 Weekly Water Testing - Inlow PO#54902
Environmental Laboratories Inc	\$ 25.00	1125411	(R) 4238900 - Other Maintenance Supplie	20365744	10/3/22 Weekly Water Testing - Inlow PO#54902
Republic Services	\$ 282.12	1125402	(R) 4350101 - Trash Collection	0761-00575856	10/25/22 Trash & Recycling - Administrative Office PO#55071
Republic Services	\$ 48.10	1125404	(R) 4350101 - Trash Collection	0761-005782025	10/25/22 Trash & Recycling - Westermeier Commons PO#55070
TOTAL - General Fund Reserve	\$ 1,154.24				

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Refund Report

Nov 2, 2022

9:56 AM

Receipt Date/Time: From Oct 1, 2022 12:00 AM through Oct 31, 2022 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2000410.002	Oct 3, 2022	10:54 AM	Gilbertson, Lauren	Credit Card Account	No: *1002 Exp: 10/2024 Parent Request	-\$ 18.00	-\$ 18.00
2001983.004	Oct 1, 2022	5:17 PM	GABINOSANCHEZ, OSCAR	Credit Card Account	No: *6021 Exp: 03/2026 Oscar Gabino-Garcia: Staff Error- Language Barrier thought he filled out cancel request was very confused came in and filled out form with him everything is now ok.Sanya confirmed the guy came in and tried to cancel but was confused in late september as well.	-\$ 30.00	-\$ 30.00
2001984.004	Oct 4, 2022	7:37 AM	Geise, Wai Fan	Credit Card Account	No: *3932 Exp: 08/2026 Staff Error	-\$ 46.00	-\$ 46.00
2001985.004	Oct 4, 2022	1:09 PM	Langdon, Mitchell	Credit Card Account	No: *3008 Exp: 10/2025 Mitchell Langdon: Staff did not cancel when he originally canceled on 8/25.	-\$ 46.00	-\$ 46.00
2001986.004	Oct 4, 2022	4:39 PM	Bowers, Daniel	Credit Card Account	No: *4845 Exp: 10/2026 Guest Request	-\$ 58.00	-\$ 58.00
2001987.004	Oct 7, 2022	2:18 PM	Wright, Benjamin	Credit Card Account	No: *1670 Exp: 05/24 Staff Error	-\$ 4.00	-\$ 4.00
2001988.004	Oct 10, 2022	11:42 AM	Oconnor-Bruhn, Ann	Credit Card Account	No: *1050 Exp: 06/2025	-\$ 150.00	-\$ 150.00
2001989.004	Oct 10, 2022	2:28 PM	Singh, Praneet	Credit Card Account	No: *6370 Exp: 02/2026 Staff Error	-\$ 30.00	-\$ 30.00
2001990.004	Oct 10, 2022	5:23 PM	Adams, Lorena	Credit Card Account	No: *3005 Exp: 01/2027 Staff Error	-\$ 46.00	-\$ 46.00
2001991.004	Oct 10, 2022	5:28 PM	Adams, Lorena	Credit Card Account	No: *3005 Exp: 01/2027 Staff Error	-\$ 30.00	-\$ 30.00

Page 2 of 5

Refund Report

Nov 2, 2022

9:56 AM

Receipt Date/Time: From Oct 1, 2022 12:00 AM through Oct 31, 2022 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2001992.004	Oct 11, 2022	7:01 AM	Trivunovic, Maria	Credit Card Account	No: *1015 Exp: 11/2024	-\$ 46.00	
					Guest Request		-\$ 46.00
2001993.004	Oct 11, 2022	5:32 PM	Green, Marcia	Credit Card Account	No: *8885 Exp: 12/2025	-\$ 42.00	
					Marcia Green: Staff Error- Traveling retired couple no internet claim Jody told them they would only be billed for August, Cant confirm this but decided a refund for October, was not sure on refund for September which they also want told them I would see what I could do.		
					Staff Error		-\$ 42.00
2001994.004	Oct 11, 2022	5:35 PM	Green, Marcia	Credit Card Account	No: *8885 Exp: 12/2025	-\$ 42.00	
					Staff Error		-\$ 42.00
2001995.004	Oct 12, 2022	9:50 PM	Valiya, Anuradha	Credit Card Account	No: *6973 Exp: 06/2027	-\$ 46.00	
					Anuradha Valiya: Guest Request- Canceled here on date of the day she saw it expired thought she had to do it the day of and asked if we refund the 46 that came out 10-12-22 at midnight.		
					Guest Request		-\$ 46.00
2001996.004	Oct 15, 2022	9:58 AM	Walker, Elizabeth	Credit Card Account	No: *2424 Exp: 10/2027	-\$ 46.00	
					Guest Request		-\$ 46.00
2001997.004	Oct 17, 2022	11:22 AM	Cottrell, Emma	Credit Card Account	No: *8515 Exp: 03/2025	-\$ 30.00	
					Ira Cottrell: Lady came in to cancel adult AND youth membership, but youth was not canceled.		
					Staff Error		-\$ 30.00
2001998.004	Oct 19, 2022	10:18 AM	Alvis, Judith	Credit Card Account	No: *2107 Exp:	-\$ 30.00	
					Staff Error		-\$ 30.00
2001999.004	Oct 19, 2022	11:32 AM	BLACK, JULIE	Credit Card Account	No: *2369 Exp: 08/2026	-\$ 42.00	
					Staff Error		-\$ 42.00

Refund Report

Nov 2, 2022

9:56 AM

Receipt Date/Time: From Oct 1, 2022 12:00 AM through Oct 31, 2022 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2002000.004	Oct 19, 2022	2:47 PM	Thorton, Grace	Credit Card Account	No: *1012 Exp: 04/2026	-\$ 104.00	
					Staff Error		
							-\$ 104.00
2002001.004	Oct 27, 2022	1:26 PM	Proctor, Ryan	Credit Card Account	No: *1002 Exp: 12/2024	-\$ 270.00	
					Staff Error		
							-\$ 270.00
2003062.006	Oct 20, 2022	3:05 PM	Harrawood, Paula	Credit Card Account	No: *1304 Exp:	-\$ 55.00	
					Instructor left CCPR		
							-\$ 55.00
2003063.006	Oct 20, 2022	3:09 PM	Boone, Marcia	Credit Card Account	No: *4210 Exp: 05/2025	-\$ 77.00	
					Instructor left CCPR		
							-\$ 77.00
2003064.006	Oct 20, 2022	3:13 PM	Carter, Janet	Credit Card Account	No: *6038 Exp: 06/2027	-\$ 77.00	
					Instructor Left CCPR		
							-\$ 77.00
2003065.006	Oct 20, 2022	3:24 PM	Carter, Janet	Credit Card Account	No: *6038 Exp: 06/2027	-\$ 77.00	
					Instructor left CCPR		
							-\$ 77.00
2003066.006	Oct 20, 2022	3:43 PM	Szwed, Amy	Credit Card Account	No: *7790 Exp: 06/2026	-\$ 51.00	
					Instructor Left CCPR		
							-\$ 51.00
2003067.006	Oct 20, 2022	3:45 PM	Orzeske, Alba	Credit Card Account	No: *1000 Exp: 01/2027	-\$ 55.00	
					Instructor left CCPR		
							-\$ 55.00
2003068.006	Oct 26, 2022	9:13 AM	Lefton, Janet	Credit Card Account	No: *6202 Exp: 01/2026	-\$ 77.00	
					Instructor left CCPR		
							-\$ 77.00
2003069.006	Oct 26, 2022	9:14 AM	Lefton, Janet	Credit Card Account	No: *6202 Exp: 01/2026	-\$ 77.00	
					Instructor Left CCPR		
							-\$ 77.00
2009481.003	Oct 4, 2022	9:30 AM	Hasler, Brad	Credit Card Account	No: *2398 Exp: 02/2023	-\$ 208.00	
					Brad Hasler: Guest Request		
					Guest Request		
							-\$ 208.00

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Refund Report

Nov 2, 2022
9:56 AM

Receipt Date/Time: From Oct 1, 2022 12:00 AM through Oct 31, 2022 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2009484.003	Oct 5, 2022	9:46 AM	Kwiatkowski, Marni	Credit Card Account	No: *3969 Exp: 03/2026	-\$ 78.00	
					Guest Request		-\$ 78.00
2009486.003	Oct 7, 2022	10:39 AM	Feng, Zhao Hua	Credit Card Account	No: *1813 Exp: 09/2025	-\$ 36.00	
					Guest Request		-\$ 36.00
2009487.003	Oct 7, 2022	10:40 AM	Feng, Zhao Hua	Credit Card Account	No: *1813 Exp: 09/2025	-\$ 36.00	
					Guest Request		-\$ 36.00
2009488.003	Oct 10, 2022	3:41 PM	Matters, Kim	Credit Card Account	No: *5770 Exp: 09/2026	-\$ 15.00	
					Guest Request		-\$ 15.00
2009489.003	Oct 11, 2022	10:18 AM	Guidry, Richard	Credit Card Account	No: *7560 Exp: 09/2025	-\$ 46.00	
					Guest Request		-\$ 46.00
2009490.003	Oct 11, 2022	10:27 AM	Guidry, Richard	Credit Card Account	No: *7560 Exp: 09/2025	-\$ 46.00	
					Guest Request		-\$ 46.00
2009491.003	Oct 12, 2022	11:19 AM	Hume, Amy	Credit Card Account	No: *7991 Exp: 05/2027	-\$ 105.00	
					Guest Request		-\$ 105.00
2009492.003	Oct 12, 2022	11:20 AM	Hume, Amy	Credit Card Account	No: *7991 Exp: 05/2027	-\$ 105.00	
					Guest Request		-\$ 105.00
2009497.003	Oct 16, 2022	12:25 PM	Corcoran, Thomas	Credit Card Account	No: *1607 Exp: 08/2025	-\$ 10.00	
							-\$ 10.00
2009498.003	Oct 17, 2022	12:37 PM	Endsley, Kezia	Credit Card Account	No: *9616 Exp: 05/2024	-\$ 245.00	
					Guest Request		-\$ 245.00
2009500.003	Oct 20, 2022	3:07 PM	Rai, Barjinder	Credit Card Account	No: *4007 Exp: 06/2025	-\$ 59.00	
					Guest Request		-\$ 59.00

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Refund Report

Nov 2, 2022
9:56 AM

Receipt Date/Time: From Oct 1, 2022 12:00 AM through Oct 31, 2022 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2009501.003	Oct 24, 2022	9:30 AM	Johnson, Adam	Credit Card Account	No: *9563 Exp: 04/2024	-\$ 59.00	
					Guest Request		-\$ 59.00
2009502.003	Oct 24, 2022	10:35 AM	Brenneman, Kerry	Credit Card Account	No: *1006 Exp: 08/2024	-\$ 76.00	
							-\$ 76.00
2009503.003	Oct 26, 2022	11:24 AM	Gilreath, Lori	Credit Card Account	No: *6666 Exp: 11/2026	-\$ 56.00	
					Guest Request		-\$ 56.00
2009504.003	Oct 28, 2022	4:27 PM	Raab, Michael	Credit Card Account	No: *5440 Exp: 06/2026	-\$ 104.00	
					Guest Request		-\$ 104.00
2009506.003	Oct 31, 2022	10:25 AM	An, Jung	Credit Card Account	No: *0383 Exp:	-\$ 59.00	
					Guest Request		-\$ 59.00
2009507.003	Oct 31, 2022	10:40 AM	An, Jung	Credit Card Account	No: *0383 Exp:	-\$ 59.00	
					Guest Request		-\$ 59.00
2009509.003	Oct 31, 2022	1:42 PM	Palmer, Katherine	Credit Card Account	No: *9820 Exp: 01/2027	-\$ 312.00	
							-\$ 312.00
2009510.003	Oct 31, 2022	2:21 PM	Hennessey, Megan	Credit Card Account	No: *9035 Exp: 04/2025	-\$ 15.00	
							-\$ 15.00
2009512.003	Oct 31, 2022	3:04 PM	Garling, Renee	Credit Card Account	No: *3590 Exp: 09/2025	-\$ 7.50	
							-\$ 7.50

Totals:

Mail Check:	\$ 0.00
Credit Card Refund:	-\$ 3,438.50
To Account:	\$ 0.00
In Cash:	\$ 0.00
Debit Card:	\$ 0.00
Gift Card:	\$ 0.00

Grand Total: -\$ 3,438.50

RS II

EZChildTrack Credit Card Refund Report**Program: Extended School Enrichment/Summer Camp Series****Transaction Detail: 10/1/22 - 10/31/22**

Primary Account Name	Posted On	Amount Refunded
Bender, Aaron D	10/7/2022	\$ 66.00
Bender, Aaron D	10/7/2022	\$ 110.00
Total		\$ 176.00

Carmel/Clay Board of Parks and Recreation
Claim Sheet
November 9, 2022

Fund		Amount
TOTAL PARKS GENERAL FUND 101		129,004.26
TOTAL PARKS GENERAL FUND 101 RESERVE		1,154.24
TOTAL EXTENDED SCHOOL ENRICHMENT FUND 108		65,640.16
TOTAL MONON COMMUNITY CENTER FUND 109		168,191.44
TOTAL PARKS FACILITIES FUND 110		12,155.21
TOTAL PARKS CAPITAL FUND 103		0.00
TOTAL PARK IMPACT FEE FUND 106		16,300.00
TOTAL PARKS GIFT FUND 853		2,238.74
CCPR Internal Transfers		0.00
Active Software Fees	9/26/22 - 10/23/22	13,385.49
Active Software Credit Card Refunds	October 2022	3,438.50
EZChildTrack Software Credit Card Refunds	October 2022	176.00
TOTAL CLAIM SHEET		411,684.04

Signature

Date

Signature

Date

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

PRESENTER Lin Zheng, Treasurer	ACTION REQUESTED Approval
ITEM/SUBJECT Clay Township Claim Sheet November 9, 2022	
DOLLAR AMOUNT / FUND N/A	MEETING DATE November 9, 2022

SUMMARY:

The Clay Township Claim Sheet dated November 9, 2022 is included for comment, corrections, additions, or deletions.

STAFF RECOMMENDATION:

“I move to approve the Clay Township Claim Sheet dated November 9, 2022.”

Carmel/Clay Board of Parks and Recreation
Claim Sheet for
Clay Township of Hamilton County
November 9, 2022

Name	Amount	Account		Number	Memo
Alderson Commercial Group	\$ 42,438.25	1215	4AA - Park System Capital Maintenance	#23B	9/30/22 West Park - The Core Reimagining Parks Project PO#55013
Alderson Commercial Group	\$ 25,364.61	1215	4AA - Park System Capital Maintenance	#22B	8/31/22 West Park - The Core Reimagining Parks Project PO#55013
Anova	\$ 22,031.54	1215	4AA - Park System Capital Maintenance	634701	10/24/22 Benches for Meadowlark Park Reimagined PO#57042
Anova	\$ 2,390.00	1215	4AA - Park System Capital Maintenance	634723	10/25/22 Benches for Meadowlark Park Reimagined PO#57042
Belmont Graphics	\$ 5,187.50	1215	4AA - Park System Capital Maintenance	71074	10/7/22 Park Signage for Capital Improvements PO#56715
David Electric Service LLC	\$ 3,680.00	1215	4AA - Park System Capital Maintenance	8998	10/18/22 Service - River Heritage Park Electrical Work PO#57237
Eco Logic LLC	\$ 3,987.50	1215	4AA - Park System Capital Maintenance	5164	10/7/22 Flowing Well Stream Vegetation Monitoring Agreement PO#55765
Experiential Marketing Inc.	\$ 18,400.00	1215	4AA - Park System Capital Maintenance	36791	10/27/22 Material for Tunnel Mural - 116th Street PO#56867
Mattingly Concrete Inc.	\$ 6,508.76	1215	4AA - Park System Capital Maintenance	30367	10/17/22 PNR Office Concrete Project PO#57254
Midstates Recreation	\$ 12,397.00	1215	4AA - Park System Capital Maintenance	SINV-05182	11/2/22 West Park Playground Slide Accessory PO#56874
Nichols Paper & Supply, Co.	\$ 7,031.67	1215	4AF - Monon Community Center	7288772-00	9/30/22 Monon Center Floor Cleaning Equipment PO#57090
S & K Building Services, Inc.	\$ 5,200.00	1215	4AA - Park System Capital Maintenance	12214127	10/4/22 2022 Window Cleaning at CCPR Facilities PO#56487
Savatree	\$ 5,351.00	1215	4AA - Park System Capital Maintenance	11020416	7/6/22 Service - Tree Removals West Park PO#56285
Security Pros, LLC	\$ 1,500.00	1215	4AA - Park System Capital Maintenance	36307	11/1/22 Emergency Services - West Park Splash Pad Security PO#57293
SmithGroup, Inc	\$ 483.20	1215	4AA - Park System Capital Maintenance	0166175	10/18/22 West Park Trail Extension Phase 2 PO#55916
SmithGroup, Inc	\$ 227.50	1215	4B - White River Corridor	0166168	10/18/22 Martin Marietta S&G Pit Reclamation PO#56502
V3 Companies Ltd.	\$ 1,920.00	1215	4AA - Park System Capital Maintenance	1022010	10/13/22 Natural Resource & Tree Assessments & Permitting PO#56148
Weihe Engineers	\$ 6,706.00	1215	4AA - Park System Capital Maintenance	83089	10/17/22 Central Park Water Park Cabana Additions PO#57095
Weihe Engineers	\$ 2,552.00	1215	4AA - Park System Capital Maintenance	83088	10/17/22 Central Park Connector Trail Improvements PO#56606
Xanderbuilt Tree Care	\$ 4,950.00	1215	4AA - Park System Capital Maintenance	8127	10/12/22 Service - Tree Removal - West Park PO#56889
TOTAL CLAIM SHEET	178,304.53				

Signature _____ Date _____

Signature _____ Date _____

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

PRESENTER Kurtis Baumgartner, Assistant Director/COO of Parks and Recreation	ACTION REQUESTED Approval
ITEM/SUBJECT CCPR Payroll for October 7, 2022 and October 21, 2022	
DOLLAR AMOUNT/FUND N/A	MEETING DATE November 9, 2022

SUMMARY:

Provided for your approval are payroll wages and liabilities for payroll dates October 7, 2022 and October 21, 2022.

RECOMMENDED MOTION:

“I move to approve the payroll wages and liabilities for the payroll dates October 7, 2022 and October 21, 2022.”

**Carmel/Clay Board of Parks and Recreation
Payroll Claims Form**

Total Gross Wages for Regular Payroll dated 10/07/2022 \$213,368.86

Total Payroll Liabilities for Regular Payroll dated 10/07/2022 \$80,554.20

Total Gross Wages for Regular Payroll dated 10/21/2022 \$214,021.97

Total Payroll Liabilities for Regular Payroll dated 10/21/2022 \$80,226.07

I hereby certify that payroll amounts listed above are true and correct and I have audited the same in accordance with IC 5-11-9-2.


Administration & Planning Director

11/3/2022
Date

We have examined the foregoing payroll charges in the total amount of \$ 588,171.10, and such payroll is in compliance with Resolution No. 8-13-02-02.

Park Board President

Date

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

<small>PRESENTER</small> Jonathan Blake, Administration & Planning Director	<small>ACTION REQUESTED</small> None
<small>ITEM/SUBJECT</small> Monetary Gifts, Grants, Partnerships, and Sponsorships for October 2022	
<small>DOLLAR AMOUNT / FUND</small> N/A	<small>MEETING DATE</small> November 9, 2022

No donations were received for the month of October 2022.

Carmel/Clay Board of Parks and Recreation Board Meeting Agenda Item

<small>PRESENTER</small> Michael W. Klitzing, Director of Parks and Recreation/CEO	<small>ACTION REQUESTED</small> Recommended Motion
<small>ITEM/SUBJECT</small> Consideration of Contribution toward Artwork within the Roundabout at 106th Street and College Avenue	
<small>DOLLAR AMOUNT/FUND</small> \$100,000 (1215 Fund)	<small>MEETING DATE</small> November 9, 2022

SUMMARY:

As reported at the 9/13/2022 Park Board meeting and included within the Director's Report dated 10/11/2022, Clay Township Trustee Doug Callahan has requested Carmel Clay Parks & Recreation to contribute \$100,000 toward the installation of the artwork commissioned by the Township and Friends of Home Place for the new roundabout at 106th Street and College Avenue. This roundabout is currently being constructed just south of the John W. Hensel Government Center and will serve as a southern gateway entrance for College Avenue, which is used by many visitors to Central Park.

The sculpture is being created by artist Ryan Feeney with Indy Art Forge based in Indianapolis. One of Mr. Feeney's highest profile pieces is the statue of Peyton Manning in front of Lucas Oil Stadium, although his sculptures may be found throughout Central Indiana and the state.

The proposed artwork will be a mixed media piece of stainless steel and custom cast silicon bronze. The piece will consist of a custom fabricated 7-foot tall stainless steel platform shaped in the form of a pentagon with a bronze Red Tail Hawk on top with wings spread out. The wingspan of the hawk will be approximately 6-8 feet from wing tip to wing tip.

The sculpture will be within a landscape bed surrounded by limestone walls and flower boxes. The flower boxes will include custom stainless steel medallions representing the establishment of Home Place in 1832, the military, spirituality (original Pleasant Grove Church steeple), community, and parks.

Illustrations of the artwork, including the medallion representing parks, is provided for your reference.

RECOMMENDED MOTION:

"I move that the Park Board authorize a contribution of \$100,000 toward the artwork installation for the 106th Street and College Avenue Roundabout. I further move to authorize the Director or Assistant Director, in consultation with the Park Board Attorney, to take all necessary actions to execute this expenditure."





Carmel/Clay Board of Parks and Recreation Board Meeting Agenda Item

<small>PRESENTER</small> Michael W. Klitzing, Director of Parks and Recreation/CEO	<small>ACTION REQUESTED</small> Recommended Motion
<small>ITEM/SUBJECT</small> Consideration of Professional Services Agreement with Weihe Engineers for Planning Documents for the Main Street and River Road Park Project	
<small>DOLLAR AMOUNT/FUND</small> \$59,800 (1215 Fund)	<small>MEETING DATE</small> November 9, 2022

SUMMARY:

As previously reported, Carmel Clay Parks & Recreation has been working with Carmel Clay Schools to pursue the feasibility of using school property located at the southwest corner of Main Street and River Road to construct a second off-leash dog park. Currently demand for a dog park within the community exceeds the capacity of the existing dog park in Central Park with over 587 families (705 dogs) on the wait list.

The need for additional dog parks was identified in the 2020-2024 Comprehensive Parks and Recreation Master Plan, with ideally one new dog park built east of Keystone Avenue and another west of Meridian Street. Demand for off-leash dog parks was further identified as a top 10 priority for the community within a 2018 statistically valid survey with 24% of Carmel households identifying a need for this amenity. With pet ownership exploding during the pandemic, the need for a dog park has only increased. Based on data from the American Pet Products Association and reported in The Guardian, almost 9 million dogs have been acquired by U.S. households since the start of the pandemic, which by comparison is greater than the total human population in Indiana (6.8 million).

Prior to developing the Central Park dog park, CCPR prepared a feasibility study in 2012 to help select an appropriate location for the facility and identify design parameters. Based on feedback from other park systems with dog parks, it was determined that ideally, these amenities should not be immediately adjacent to residents or places where park patrons gather for quiet activities. One acre was identified as the established minimum size for a dog park, although the ideal size is 5-10 acres. A larger size dog park permits the area to be subdivided, allowing one side for use while the other side recuperates from the repetitive wear and tear caused by the dogs and their owners. Access to potable water is important for both humans and dogs. Restroom facilities, parking lot, access to shade (trees and/or shelters), trash receptacles, and doggie-pot stations are key features of a dog park. Proximity to a trail network is also a plus.

Unlike CCPR's existing parks located east of Keystone Parkway, the CCS site meets all the preferred criteria for a dog park. It has more than sufficient size to accommodate a dog park and supporting amenities, there are no immediate neighbors, and it is located conveniently to the White River Greenway. Proximity to utility services makes it relatively easy to develop amenities associated with a dog park. With approximately 50 acres of open space, forested area, and a legal drain that looks like a small creek, the River Road property has characteristics ideal for a future park.

A significant portion of the potential location is within the floodplain or floodway, although these conditions are also present at the existing dog park in Central Park. The CCS property has approximately 4.3 acres outside all flood designations, providing sufficient space for a restroom facility. (This area previously contained a homestead and outbuildings removed between 2001 and 2004 based on aerial photography.)

In addition to a dog park, the location has sufficient space to present opportunities for other passive recreational amenities, such as community gardens and a small loop nature trail, both of which are identified as needs within the 2020-2024 Comprehensive Parks and Recreation Master Plan. This site could also support a lawn area with a picnic shelter similar to what is adjacent to the dog park in Central Park, which is popular with neighbors looking for an open space to play.

While CCS Administration is not interested in selling the property, they are open to exploring the feasibility of permitting CCPR to develop the site as a public park. The first step in this study is to develop a preliminary concept plan of how the site could be developed as a park for presentation and discussion at a future School Board Workshop. If the School Board is open to continuing discussions, a draft design development plan would be prepared and presented to the community at a public meeting for comment. After any appropriate revisions are made based on the public feedback, the design development plan would be presented to both the School Board and Park Board. Approval from both bodies would be required for development of a new park at Main Street and River Road to proceed.

Enclosed for your consideration is a proposal from Weihe Engineers for planning services for this project. If approved, provisions will be included in the professional services agreement to ensure CCPR may terminate the agreement at any time without penalty should CCS administration and/or the School Board decide not to proceed with the project, paying only for services provided up to the notification of termination.

RECOMMENDED MOTION:

“I move the Park Board accept the proposal from Weihe Engineers for the Main Street and River Road Park Project and authorize the Director or Assistant Director to sign a Professional Services Agreement in an amount not to exceed \$59,800.”



October 21, 2022

Michael Klitzing, Director
Carmel Parks & Recreation
1411 East 116th Street
Carmel, IN 46032
Office: (317) 573-4018

RE: **Professional Services Proposal for:**
Main Street & River Road Park – Planning Documents
Weihe Proposal No. PW22-0713

Dear Michael:

This letter is in response to your request for a proposal to perform landscape architectural and engineering design services for the Main Street and River Road Park Project located in Carmel, IN. This proposal is based upon discussions with the Department of Parks and Recreation (Department).

The following project information forms the basis of this proposal:

- Owner desires to develop master plan documents for a 40 acre portion of a parcel owned by the Carmel Clay School Board. The study area will include the open field along River Road, the portion of Vestal Drain running through the site, and an approximately 33 acre woodlot west of the creek.
- The primary amenities to be considered in the planning process are as listed below.
 - Vehicular entrance and parking lot
 - Restroom facility
 - Dogpark
 - Community Gardens
 - Walking Trail
 - Pedestrian Bridge(s)
 - River Road Crossing
 - Screening toward Chapman's Claim neighborhood.

Proposed Scope of Services

Initial Planning Process

- Weihe Engineers will research the property by compiling publicly available resources to gain a better understanding of the site. This data will include topographic information, hydrology, city transportation plans, soil data, available utilities, etc.
- Weihe will visit the site with Carmel/Clay Parks' staff to discuss possibilities for design concepts.
- Weihe will open communication with regulatory agencies, specifically the County Surveyor, City Engineering, and the Indiana DNR in order to explore ideas under consideration for the plans.
- Weihe will prepare 2-3 conceptual site plans for review. These will be prepared as 2D colored site plans accompanied by precedent images to help illustrate ideas.
- If desired, Weihe will participate in a presentation to the Carmel Clay School Board to discuss the ideas developed.

Existing Conditions Survey

- Establishment of the perimeter boundary lines of the surveyed tract and adjoining real properties. Deed /Lot lines will be based upon record deeds, plats, right-of-way plans, and physical evidence located in the field.
 - Verification and/or location of physical evidence (i.e. fences, buildings, tree rows, etc.) on and along the perimeter boundaries of the surveyed area.
 - Location of landscape plantings and individual trees 4' caliper and above within the survey boundary. The wooded edge will be surveyed; however, individual trees will not be surveyed within the wooded areas.
 - Location of existing improvements (i.e. buildings, driveways, parking areas, etc.).
 - Cross sections for one or two bridge locations will be obtained to inform future modeling.
 - Topo survey will be limited to the east bank of the creek, with the exception of two locations chosen for future bridges. In each of these locations, 150' of the stream corridor will be included.
 - Floodway/Floodplain boundaries will be shown on the survey.
 - Above ground evidence of utilities together with underground utility locations to the extent that they are marked by representatives of the Indiana Underground Plant Protection Service or as shown on plans provided by the client.
 - Invert and top of casting elevation of any sanitary and storm sewer manholes in the survey area along with the size of the pipes entering each manhole. This item does not include location of inverts for sanitary cleanouts, septic tanks, septic fields, or wells.
 - Determination of existing ground elevations on survey tract. Details such as the top of banks of open ditches, drainage swales, top and bottom of existing curbing, storm/sanitary inverts, etc. will be determined as applicable.
 - Generation of contour lines at 1' intervals.
-

- Establishment of an onsite benchmark for elevation reference.
- Preparation of an existing conditions survey (24x36 sheet typical).
- This survey will be completed in accordance with requirements contained in Indiana Administrative Code Title 865 – Rules for Land Surveys in India



Design Development

- Following School Board approval of a plan, Weihe will proceed to develop a preliminary development plan. This will utilize the gathered topo survey data and will further detail the chosen amenities.
- These plans will be sufficiently detailed to facilitate presentation at a public meeting. This meeting's purpose will be to allow public review and comment about the amenities and design of the park facility. An updated 2D rendering will be prepared as well as 3D overhead views of key design elements.
- Revisions will be made in response to public input and staff direction. Deliverables from the Design Development phase will include a digital report document summarizing work performed to date.
- An Architect's Cost Opinion will be prepared as a deliverable from this phase of work

Project Schedule

We will work with the Carmel Clay Parks and Recreation Department to establish a detailed project schedule.

Assumptions

The following assumptions are a basis for this proposal:

- Any client specific design guidelines, requirements, or details shall be provided by the client prior to commencing work. Failure to do this may result in additional costs for re-work on the project.
- Any previous plans, documents or studies completed will be made available by owner for use on this project, including CAD drawings of the original park development in electronic format.
- Additional fees will be required for changes to the Scope of Services, or changes to the drawings caused by changes in laws or regulations that take affect after acceptance of this Proposal.
- Reimbursable expenses (services contracted by Weihe Engineers, Inc. including, but not limited to: delivery charges, printing costs, and mileage) are in addition to this proposal. We have provided an estimate of potential expenses.



Fee Estimate Summary

These fees are good for 30 days from the date of this proposal.

Main Street & River Road Park – Planning Documents		
1.	Initial Planning Process	\$16,000
2.	Existing Conditions Survey	\$11,200
3.	Design Development	\$32,000
4.	Reimbursables (not to exceed)	\$ 600
TOTAL FOR ITEMS 1 THROUGH 4:		\$59,800

Additional Services:

There are many items that need to be included in a successful project. For the purpose of identifying these items, and determining which member of the team will provide the service, we have identified items that may be needed but have not been included with this proposal:

- Geotechnical services.
- Architecture, Structural Engineering, MEP Engineering.
- Irrigation design.
- Stormwater drainage report, calculations, and O&M.
- Redesign/engineering of site features, grading and utilities.
- Preparation of easement descriptions, exhibits and/or layout.
- Attendance at meetings beyond those indicated in the scope of services.

Should you have any questions or comments, please feel free to contact us at your convenience. We appreciate the opportunity to be of service to you and look forward to working with you on this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Krossschell", written in a cursive style.

Michael Krossschell, RLA
Sr. Project Manager, Landscape Architecture



FEE SCHEDULE 2022

PRINCIPAL	\$205/Hour
DEPARTMENT MANAGER	\$186/Hour
Sr. PROJECT MANAGER	\$178/Hour
Sr. PROJECT ENGINEER	\$170/Hour
PROJECT MANAGER	\$150/Hour
PROJECT ENGINEER	\$148/Hour
Sr. DESIGNER	\$145/Hour
CONSTRUCTION MANAGER	\$132/Hour
DESIGNER	\$119/Hour
CAD TECHNICIAN	\$89/Hour
FIELD CREW	
- 1 Man	\$121/Hour
- Drone UAV	\$132/Hour
- 2 Man	\$165/Hour
OFFICE SUPPORT	\$68/Hour

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

<small>PRESENTER</small> Michael W. Klitzing, Director of Parks and Recreation/CEO	<small>ACTION REQUESTED</small> Recommended Motion
<small>ITEM/SUBJECT</small> Consideration of Professional Services Agreement with Weihe Engineers for the River Heritage Park Perimeter Trail Project	
<small>DOLLAR AMOUNT/FUND</small> \$48,800 (1215 Fund)	<small>MEETING DATE</small> November 9, 2022

SUMMARY:

In collaboration with the City of Carmel and Citizens Energy Group, Carmel Clay Parks & Recreation seeks to design and develop a perimeter trail along River Road connecting the newly renovated River Heritage Park to the City's existing perimeter trail that currently ends north of the park at Northwood Drive. Once developed, this will provide connectivity to Hamilton County's River Road Park, which serves as the current southern terminus of the White River Greenway. Upon completion, the perimeter trail between the two parks would be branded as and incorporated into the White River Greenway.

The proposed new perimeter trail would be constructed on property owned by Citizens Energy Group, which is receptive to the development of the trail by CCPR. CCPR will continue to coordinate closely with Citizens to determine the exact placement to avoid conflicts with pending expansion plans at the water plant. Citizens is amenable to granting the license agreement for placement of the trail.

CCPR is also coordinating with City Engineering, which is preparing plans to fill in missing gaps within the City's perimeter trail network. If CCPR agrees to design and fund this proposed trail, City Engineering will assume responsibility for developing the remaining missing section between River Heritage Park south to 116th Street, which will be a more complicated leg of the trail.

Enclosed for your consideration is a proposal from Weihe Engineers for design services for this project. If approved, the goal is to be in a position to release bids before the end of 2023 to have construction completed by summer 2024.

RECOMMENDED MOTION:

"I move the Park Board accept the proposal from Weihe Engineers for the River Heritage Park Perimeter Trail Project and authorize the Director or Assistant Director to sign a Professional Services Agreement in an amount not to exceed \$48,800."



October 21, 2022

Michael Klitzing, Director
Carmel Parks & Recreation
1411 East 116th Street
Carmel, IN 46032
Office: (317) 573-4018

RE: **Professional Services Proposal for:**
River Heritage Park Perimeter Trail Project – Design Documents
Weihe Proposal No. PW22-0695

Dear Michael:

This letter is in response to your request for a proposal to perform landscape architectural and engineering design services for the River Heritage Park Perimeter Trail Project located in Carmel, IN. This proposal is based upon discussions with the Department of Parks and Recreation (Department).

The following project information forms the basis of this proposal:

- Owner desires to develop an asphalt path from the River Heritage Park parking lot north, past the Citizens Water facility, to connect to an existing trail at the corner of Northwood Drive and River Road. This pathway, approximately 1,800 feet in length, will be built on property owned by Citizens Water, as well as within City of Carmel Road right-of-way.

Proposed Scope of Services

Existing Conditions Survey

- Establishment of the perimeter boundary lines of the surveyed tract and adjoining real properties. Deed /Lot lines will be based upon record deeds, plats, right-of-way plans, and physical evidence located in the field.
- Verification and/or location of physical evidence (i.e. fences, buildings, tree rows, etc.) on and along the perimeter boundaries of the surveyed area.
- Location of landscape plantings and individual trees 4' caliper and above within the survey boundary. The wooded edge will be surveyed; however, individual trees will not be surveyed within the wooded areas.
- Location of existing improvements (i.e. buildings, driveways, parking areas, etc.).
- Floodway/Floodplain boundaries will be shown on the survey.

- Above ground evidence of utilities together with underground utility locations to the extent that they are marked by representatives of the Indiana Underground Plant Protection Service or as shown on plans provided by the client.
- Invert and top of casting elevation of any sanitary and storm sewer manholes in the survey area along with the size of the pipes entering each manhole. This item does not include location of inverts for sanitary cleanouts, septic tanks, septic fields, or wells.
- Determination of existing ground elevations on survey tract. Details such as the top of banks of open ditches, drainage swales, top and bottom of existing curbing, storm/sanitary inverts, etc. will be determined as applicable.
- Generation of contour lines at 1' intervals.
- Establishment of an onsite benchmark for elevation reference.
- Preparation of an existing conditions survey (24x36 sheet typical).
- This survey will be completed in accordance with requirements contained in Indiana Administrative Code Title 865 – Rules for Land Surveys in Indiana.



Trail Construction Documents

Plans will be developed for the trail extension. The trail will connect to an existing sidewalk at the south edge of the existing River Heritage Park parking lot. The trail will follow the existing treeline out to River Road. The path will then follow River Road north to a crossing point near Northwood Drive. Here, a crosswalk will connect to an existing asphalt path.

Design for the work will include the asphalt path, crosswalk striping, curb ramps, standard roadway and trail signage, and miscellaneous stormwater work related to the trail.

Weihe will reference City of Carmel standards for this roadside path design.

Construction drawings will include but may not be limited to the following:

- Demolition Plan
- Site Layout & Materials Plan
- Grading Plan
- Soil Erosion Control Plan
- Construction Details as required
- Technical Specifications in CSI MasterSpec format.

Book form technical specifications will be prepared.

Permitting

Weihe Engineers will submit to the City of Carmel for Infrastructure review.

IDEM/NOI permit will be submitted once City letter of approval is obtained.

Because much of the site is located in the White River Floodway, we anticipate that a DNR Construction in a Floodway Permit will be required. This permit package will be prepared and submitted.

Contractor will be responsible for filing right-of-way permit application.

Bidding and Contractor Procurement:

Weihe Engineers will prepare the necessary bidding sets and will utilize Eastern Engineering's services for contractor distribution. We will also assist the Department in holding a Pre-Bid meeting prior to selection of a contractor and a Pre-Construction meeting, once a contractor is selected. Weihe will attend a bid opening and assist the Department in reviewing the submitted bids and selecting a contractor. Addendums will be prepared during the bidding period, as required, to clarify drawings or answer questions for the bidders.

Construction Administration Services:

As a representative of the Department, Weihe staff shall visit the site at regular intervals appropriate to the stage of the Contractor's operations. Site visits will be intended to keep the Department informed about the progress and quality of the portion of work completed, to

guard against defects and deficiencies in the work, and determine if the work is being performed in a manner in accordance with the construction documents. If site visits are required beyond this, they may be considered an additional service. Work performed in this phase will include but may not be limited to the following:

- Review shop drawings and submittals.
- Review change orders.
- Conduct bi-weekly site visits during construction (up to 6 meetings).
- Conduct a final walk thru and create a punch list.
- Review Contractor applications for payment.

Project Schedule

We will work with the Carmel Clay Parks and Recreation Department to establish a detailed project schedule.

Assumptions

The following assumptions are a basis for this proposal:

- Any client specific design guidelines, requirements, or details shall be provided by the client prior to commencing work. Failure to do this may result in additional costs for re-work on the project.
- Any previous plans, documents or studies completed will be made available by owner for use on this project, including CAD drawings of the original park development in electronic format.
- This proposal includes one bidding of the project. If the project is bid more than once or in phases, additional services may be required.
- No hydraulic modeling is included in this scope of work.
- It is assumed that Client will pay Eastern Engineering's bid expenses directly.
- Additional fees will be required for changes to the Scope of Services, or changes to the drawings caused by changes in laws or regulations that take affect after acceptance of this Proposal.
- Reimbursable expenses (services contracted by Weihe Engineers, Inc. including, but not limited to: delivery charges, printing costs, and mileage) are in addition to this proposal. We have provided an estimate of potential expenses.



Fee Estimate Summary - These fees are good for 30 days from the date of this proposal.

River Heritage Park Perimeter Trail Project – Design Documents		
1.	Existing Condition Survey	\$ 4,500.00
2.	Construction Documents	\$ 15,500.00
3.	Permitting	\$10,000.00
4.	Bidding and Contractor Procurement	\$ 7,800.00
5.	Construction Administration	\$ 8,000.00
6.	Reimbursables (not to exceed)	\$ 3,000
TOTAL FOR ITEMS 1 THROUGH 6:		\$48,800.00

Additional Services:

There are many items that need to be included in a successful project. For the purpose of identifying these items, and determining which member of the team will provide the service, we have identified items that may be needed but have not been included with this proposal:

- Geotechnical services.
- Architecture, Structural Engineering, MEP Engineering.
- Irrigation design.
- Stormwater drainage report, calculations, and O&M.
- Redesign/engineering of site features, grading and utilities.
- Preparation of easement descriptions, exhibits and/or layout.
- Attendance at meetings beyond those indicated in the scope of services.

Should you have any questions or comments, please feel free to contact us at your convenience. We appreciate the opportunity to be of service to you and look forward to working with you on this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Krossschell".

Michael Krossschell, RLA
Sr. Project Manager, Landscape Architecture



FEE SCHEDULE 2022

PRINCIPAL	\$205/Hour
DEPARTMENT MANAGER	\$186/Hour
Sr. PROJECT MANAGER	\$178/Hour
Sr. PROJECT ENGINEER	\$170/Hour
PROJECT MANAGER	\$150/Hour
PROJECT ENGINEER	\$148/Hour
Sr. DESIGNER	\$145/Hour
CONSTRUCTION MANAGER	\$132/Hour
DESIGNER	\$119/Hour
CAD TECHNICIAN	\$89/Hour
FIELD CREW	
- 1 Man	\$121/Hour
- Drone UAV	\$132/Hour
- 2 Man	\$165/Hour
OFFICE SUPPORT	\$68/Hour

Carmel/Clay Board of Parks and Recreation Board Meeting Agenda Item

PRESENTER Kurtis Baumgartner, Assistant Director of Parks and Recreation/COO	ACTION REQUESTED Recommended Motions
ITEM/SUBJECT Consideration of Estimate for Reimbursable Utility (Fiber)	
DOLLAR AMOUNT/FUND \$200,000 (1215 Fund)	MEETING DATE November 9, 2022

SUMMARY:

In 2018, the City of Carmel Engineering Department undertook and completed inspections of infrastructure along the Monon Greenway and Hagan-Burke Trail to determine needed improvements. Findings were compiled in their "Structure Inventory and Appraisals Report." The report highlighted needed improvements and prioritized them based on those items requiring the most attention.

As requested by the Engineering Department, CCPR, contractual manager of the Monon Greenway, agreed to assist with recommended improvements to nine (9) structures. One of the identified improvements is Structure #12, which is a three-sided limestone culvert that allows Monon Greenway users to travel safely over Carmel Creek.

AT&T has an existing fiber transmission line under the Monon Greenway pavement which was originally believed to be around 8-10' deeper than the culvert. However, it was discovered during construction that it currently lies right where the footers for the new culvert need to be placed. With American Structurepoint's assistance, CCPR explored options including directionally boring a new line, protecting in place, and lowering in place. Ultimately the only feasible option from a cost, time, and technical perspective is to lower the existing line in place. Given the easement granted to AT&T, the relocation work will need to be reimbursed by CCPR.

CCPR obtained an estimate to lower the fiber line from JMC Engineering in the amount of \$161,043. Because JMC only provided an estimate and must still send out bids on behalf of AT&T, which can vary significantly, a not to exceed amount of \$200,000 is being requested.

If approved, work would begin as soon as feasible and is estimated to be completed by the end of November.

RECOMMENDED MOTIONS:

Motion #1:

"I move that the Park Board accept the estimate provided by AT&T from JMC Engineering to relocate the existing fiber transmission line under the Monon Greenway and approve reimbursing the utility relocation expenses for an amount not to exceed \$200,000."

Motion #2:

"I move that the Park Board authorize the Director, the Assistant Director, and the Park Board Attorney to take all action necessary to complete the reimbursement process and authorize the Director or Assistant Director to sign a reimbursement agreement with AT&T upon completion of the Park Board Attorney's review."

**Carmel/Clay Board of Parks and Recreation
Board Meeting Agenda Item**

PRESENTER Michael W. Klitzing, Director of Parks and Recreation/CEO	ACTION REQUESTED Recommended Motion
ITEM/SUBJECT Consideration of Grant Agreement with Central Indiana Redevelopment Authority for the White River Greenway North Extension	
DOLLAR AMOUNT/FUND \$4,000,000.00 (Grant Recipient)	MEETING DATE November 9, 2022

SUMMARY:

The Central Indiana Regional Development Authority (RDA) notified CCPR on 10/24/2022 that we have received final approval from the Indiana Economic Development Corporation (IEDC) confirming CCPR's eligibility for a \$4 million READI Grant for development of the White River Greenway North Extension. The North Extension is part of the larger Hamilton County South River District, which includes a variety of projects between 146th Street to 96th Street, including CCPR's River Heritage Park and Hazel Landing Park, as well as Conner Prairie's expansion plans. The projects within these locations were leveraged to provide the required minimum 1:1 public match and 1:4 private match to secure the grant.

The RDA is serving as the grant recipient and repository of the \$20 million READI Grant awarded by IEDC to the White River Regional Opportunity Initiative. CCPR will be a sub-recipient through the RDA. To receive the \$4 million grant, CCPR must enter into a Grant Agreement with the RDA, the format of which is largely dictated by the IEDC. The Park Board's legal counsel was reviewing the agreement at the time the Park Board packet was being prepared.

RECOMMENDED MOTION:

"I move that the Park Board authorize the Director, in consultation with the Park Board Attorney, to negotiate and execute a Grant Agreement with the Central Indiana Redevelopment Authority for the White River Greenway North Extension."

Carmel/Clay Board of Parks and Recreation Board Meeting Agenda Item

PRESENTER Michael W. Klitzing, Director of Parks and Recreation/CEO	ACTION REQUESTED Recommended Motion
ITEM/SUBJECT Consideration of Professional Services Agreement with SJCA for the White River Greenway North Extension	
DOLLAR AMOUNT/FUND \$249,700.00 (READI Grant)	MEETING DATE November 9, 2022

SUMMARY:

Upon approval of the Grant Agreement with the Central Indiana Regional Development Authority awarding CCPR the \$4 million READI Grant for the White River Greenway North Extension, CCPR recommends the approval of a professional services agreement with SJCA for required design related services. Since SJCA previously prepared the schematic plans for the north extension, they are best suited to prepare the construction documents and assist with customary project management. SJCA will retain Browning Day and JQOL as subconsultants, who will continue to assist with the architectural/landscape architectural services and trail design respectively.

This project will include the construction of a 12-foot multipurpose trail from the current northern terminus of the White River Greenway across from Tall Timber Run north to 146th Street. It will also include development of the Matilda Haverstick Trailhead and White River Overlook on existing CCPR property located just south of Prairie Trace Elementary School. CCPR and the design team will continue to work closely with Conner Prairie, who remains amenable to providing the necessary easements for construction of portions of the trail on Conner Prairie's property.

Enclosed for your consideration is a proposal from SJCA for design services for this project. If approved, design will begin as soon as feasible with the goal of bidding the project in 2023 and for the project to be complete in 2024.

RECOMMENDED MOTION:

"I move the Park Board accept the proposal from SJCA for the White River Greenway North Extension and authorize the Director to sign a Professional Services Agreement in an amount not to exceed \$249,700. I further move to authorize the Director or Assistant Director to authorize amendments in an amount not to exceed collectively more than 10% of the original agreement to be presented to the Park Board for ratification at a subsequent regular meeting."



July 14, 2022

Mr. Michael W. Klitzing, CPRE
Director of Parks & Recreation
Carmel Clay Parks & Recreation
1411 E. 116th Street
Carmel, IN 46032

Re: White River Greenway North Extension – North Trailhead
Fee Proposal for Design Related Services

Dear Mr. Klitzing,

Thank you for the opportunity to submit a proposal for the professional design services and preparation of construction documents for the proposed White River Greenway North Extension – North Trailhead project. The general scope of the project is a 12' wide asphalt multi-use path starting near the intersection of Tall Timber Run and River Road, and traversing north along the White River (see attached exhibit). The project will also include one river overlook and a trailhead parking area with restroom facilities. SJCA has teamed up with Terracon, Browning Day, and JQOL to develop the construction documents for this project, and the following is a summary of our proposed fees for these services.

1. Geotechnical Investigation (Terracon).....	\$ 17,900.00 LS
2. Architectural/Landscape Architectural DD Plans (Browning Day).....	\$ 30,200.00 LS
3. Architectural/Landscape Architectural CD Plans (Browning Day).....	\$ 44,580.00 LS
4. Architectural/Landscape Architectural Construction Phase (Browning Day)\$	20,420.00 LS
5. Civil Engineering Trailhead Parking Design (SJCA).....	\$ 30,500.00 LS
6. Civil Engineering 3-Sided Culvert Design (SJCA).....	\$ 28,900.00 LS
7. Civil Engineering Trail Design (JQOL).....	\$ 25,400.00 LS
8. Structural Engineering Restroom Building/Overlook (JQOL).....	\$ 35,000.00 LS
9. <u>Permitting/Project Management (SJCA).....</u>	<u>\$ 16,800.00 LS</u>
Total: \$249,700.00 LS	

This fee proposal is for completing a geotechnical investigation and design recommendations for the project site; and development of Final Construction Plans for the trail, trailhead parking area and restroom building, the river overlook.

Our proposed project schedule to prepare the 100% plans is as follows:

1. Final Construction Documents.....150 calendar days from NTP

The following items are included as an attachment to this letter.

- Project Location Map
- Hourly Justification for each element

We appreciate the opportunity to serve you on this project. Please contact me at 317-566-0629 should you have any questions or desire additional information.



White River Greenway North Extension – North Trailhead
Fee Proposal for Design Related Services

Sincerely,
SJCA Inc.

A handwritten signature in black ink, appearing to read "Ben Deichmann", written in a cursive style.

Ben Deichmann, P.E.
Vice President/Project Manager

North Trailhead Project Exhibit

White River Greenway North Trailhead



May 25, 2022

Parcels

City Boundary

2021 Photography

Red: Red

Green: Green

Blue: Blue

1:4,000
0 0.03 0.05 0.1 mi
0 0.04 0.08 0.16 km

Sources: Esri, HERE, Garmin, Intermap, IntraNet P Corp., GEBCO, USGS, FAO, NPS, NRCAN, Geobase, IGN, Radarsat, NOAA, Ordnance Survey, Esri
ArcGIS WebApp Builder



browning day Carmel Clay Parks & Recreation

WHITE RIVER GREENWAY TRAILHEAD CONCEPT
May 25, 2022



July 1, 2022

Mr. Ben Deichmann, P.E., LEED AP
SJCA P.C.

Via electronic mail: bdeichmann@sjca-pc.com

Re: Revised Proposal for Professional Services
Geotechnical Evaluation
White River Greenway North Trailhead
Carmel, Hamilton County, Indiana
Terracon Proposal No. PCJ205015.1

Dear Ben:

In response to your request and our understanding of the project requirements, we are pleased to submit this revised proposal to complete a geotechnical evaluation for the White River Greenway North Trailhead. We understand that representatives of Carmel Clay Parks & Recreation plan to extend the White River Greenway Trail (located adjacent to the White River) from near Tall Timber Run to approximately Haverton Way for a total length of about 760 ft. The project is planned to be completed using local funds only. One three-sided structure is planned as part of these improvements. In addition, a parking area, restroom facility and river overlook are planned southeast of the intersection of River Road and Haverton Way. In our experience, overlooks typically include retaining walls less than 100 ft in length and 15 ft in height. The restroom facility is anticipated to consist of a single-story structure with a slab-on-grade floor. We anticipate grade changes to generally be relatively minor. Based on our experience in the immediate area, we anticipate granular with some cohesive layers to be present. In addition, there is a risk of peat and/or marl being present along the trail alignment. As such, our proposal includes the following:

- Performing two borings for evaluation of the trail subgrade (depth of 10 ft), two borings for the three-sided structure (30 ft), one boring for the parking area (10 ft), one boring for the restroom facility (15 ft), and one boring for the overlook location (40 ft). We will coordinate our activities with the property owners (i.e., representatives of Carmel Clay Parks and Recreation). Additionally, we have assumed one day of tree clearing to access the boring locations. Test borings will be backfilled in accordance with City of Carmel requirements;
- Laboratory testing sufficient to characterize the subsurface conditions; and
- Preparation of a geotechnical report to provide geotechnical recommendations for design and construction of the trail and related elements.

We propose to provide our services on a unit rate basis in accordance with the attached cost estimate. The lump sum geotechnical fee will be up to \$17,900. If peat and/or marl is encountered, additional field work may be prudent in order to further delineate the extents of these materials. In either of these cases, we will contact you to coordinate how our efforts can be best directed.

Thank you for the opportunity. We look forward to providing our services on this project. Should you have any questions or if you require additional information, feel free to contact us. We understand that your firm will prepare an agreement for our review.

Sincerely,
TERRACON CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read 'Richard D. Olson', written over the company name.

Richard D. Olson, P.E.
Principal

A handwritten signature in black ink, appearing to read 'Tanner Hill', written over the company name.

Tanner Hill, P.E.
Project Engineer

June 24, 2022

Mr. Ben Deichmann
SJCA Inc.
9102 N. Meridian Street, Suite 200
Indianapolis, IN 46260

via email bdeichmann@sjcainc.com

Re: White River Greenway North Trail Extension – Trailhead Design and Documentation
Browning Day #22M110

Dear Ben:

Thank you for giving Browning Day the opportunity to submit our proposal for professional architectural and landscape architectural services to provide for the above referenced project.

This letter proposal is intended to briefly summarize our understanding of how you wish to approach this project, the services we propose to perform on your behalf, the fees and expenses for those services, and some of the general terms and conditions that will apply.

Please review the following summary and let me know your thoughts so we can fine tune our approach to assist you in achieving your goals for your investment. After your review and signed approval, this letter will serve as an exhibit to our Engineer-Architect agreement.

I. PROJECT DESCRIPTION

- A. The project site is generally located along the east side of River Road, south of 146th Street, near Haverton Way and Prairie Trace Elementary.
- B. The project includes design development and construction documents based on the conceptual plans and 3D imagery created in 2021 (see attached exhibit) for a trail parking area, trailhead, stand-alone toilet facility, and custom river overlook structure along the White River.
- C. Agreement is between SJCA Inc. (Engineer) and Browning Day (Architect).
 - 1. Engineer is contracted directly with Carmel Clay Parks and Recreation (Owner).
 - 2. Owner will hold the contract with Engineer.

II. ARCHITECTURAL AND LANDSCAPE ARCHITECTURAL SCOPE AND PROCESS

- A. We will perform the following services as Basic Services that are included in our fees and expenses for the Project. Any service not specifically described here to be performed by the Architect as a Basic Service may, if mutually agreed to by the Owner and Architect, be performed as an Additional Service, with an increase in the Architect's compensation and adjustment in the Architect's contract time.
- B. Design Development Phase Services:
 - 1. Architecture
 - a. Refine conceptual design of toilet facility from SketchUp into Revit format.
 - b. Preliminary floor plan layouts for the toilet facility.
 - c. Preliminary building elevations.
 - d. Coordination with structural engineer on preliminary loads for overlook structure.
 - e. Coordination with MEP engineer for utility services, sizing, and demands.
 - f. Preliminary technical specifications.
 - g. Preliminary cost estimate based on DD drawings.

***Note:** The basis of design for floor plan layout and fixtures will be the plans created for Flowing Well Park restroom facility.*

2. Landscape Architecture
 - a. Refine conceptual design of parking lot and trailhead from SketchUp into AutoCAD format.
 - b. Coordination with structural engineer on materials, finishes, details, and interfaces of overlook structure with adjacent site development.
 - c. Preliminary planting plans.
 - d. Preliminary site details.
 - e. Coordination with Engineer on grading, drainage and stormwater approach.
 - f. Preliminary technical specifications.
 - g. Preliminary cost estimate based on DD drawings.
- C. Construction Documents Phase Services:
1. Architecture
 - a. Finalize floor plan, finishes, and door hardware for toilet facility.
 - b. Finalize wall sections and other applicable details.
 - c. Finalize building elevations.
 - d. Finalize documentation and detailing of overlook structure in coordination with structural engineer.
 - e. Refine cost estimate to reflect final design.
 - f. Finalize technical specifications.
 2. Landscape Architecture
 - a. Finalize site plan and planting plan.
 - b. Finalize site details.
 - c. Entry signage and wayfinding signage based on CCPR standard design.
 - d. Refine cost estimate to reflect final design.
 - e. Finalize technical specifications.
 3. Mechanical, Electrical and Plumbing Engineering
 - a. Site lighting for walkways adjacent to restroom and for overlook.
 - b. Restroom facility design for a building with two single-user rooms.
 - c. Low voltage infrastructure design.
 - d. Technical specifications.
- D. Bidding and Permits:
1. Architect will review and answer RFI responses during the bidding process.
 2. Architect will provide Engineer with documents required for Carmel TAC submission, including site plan, planting plan, and rendered building elevations.
 3. Architect will submit the project documents to the state for Construction Design Release on behalf of the Owner.
 4. Local building permit filing will be handled by the CM, if required.
- E. Construction Phase Services:
1. Architect will:
 - a. Review shop drawings, RFIs and submittals for compliance to the design documents.
 - b. Attend bi-monthly construction meetings during construction.
 - c. Visit the site upon completion to perform a punch list
 2. General Construction Administration Notes and CM Responsibilities: The following provisions will be included in the Owner-Construction Manager or Contractor agreement to be coordinated with the subcontractors:
 - a. Architect will not review or act on any shop drawings that have not been first reviewed and signed off by the CM/Contractor. The CM/Contractor will review to check that the shop drawings' information is complete, that they have been coordinated with the other contractors and/or suppliers, and that they conform to the subcontractor agreement.
 - b. Shop drawings, including FF&E, will be submitted with the following information:

- 1) The CM/Contractor is to submit for approval to the Architect a submittal schedule for all the shop drawings. The shop drawings submittals are to be sent in a logical construction sequence as determined by the CM/Contractor with the understanding that the Architect has a limited allocation of hours to review the submissions and that some submissions will require more time for review.
 - 2) All shop drawings and affected drawings will be submitted electronically. If submission does not follow the basis of design or does not conform with the drawings and specifications, more time and fee may be requested. All the submissions will include a copy of the appropriate specification section and corresponding drawings. Should any part of the submission not conform with the specification or basis of design, the specification and drawings that do not comply will be highlighted by the submitter. A written explanation will also be provided as to why and how the proposed product meets or exceeds the specification. Lack of a highlighted specification and drawings will be grounds for rejection of the submission.
 - 3) RFIs (Requests for Information) will be submitted electronically. These requests will be sent to the Architect after the CM/Contractor has reviewed the documents and RFI and verified the Architect needs to provide an answer. The RFI will include a suggested no-cost solution if one is known.
 - 4) The CM/Contractor will be responsible for all construction meetings, agendas, meeting notes, and project schedules.
- c. The following allowances have been established for CA. We have assumed that the building can be constructed in 32 weeks.

1) Project General Coordination

- | | |
|---------------------------|---------|
| a) Architecture | 8 hours |
| b) Landscape Architecture | 4 hours |

2) Bi-Weekly Meetings (2 hours)

- | | |
|---------------------------|----------|
| a) Architecture | 32 hours |
| b) Landscape Architecture | 32 hours |

3) CA Services

- | | |
|---------------------------|----------|
| a) Architecture | 16 hours |
| b) Landscape Architecture | 16 hours |

Note: Construction Administration in its entirety has 108 hours set aside for its completion. If more time is required, Architect will contact the Engineer and let them know the number of budgeted hours will be exceeded and that we will be charging by the hour to complete the project. An estimated cost will be included in the notice.

3. No set of documents is perfect. Architect will work with the CM/Contractor to resolve any conflicts in the documents. However, a design contingency of two percent (2%) will be in the project budget to help offset the cost of any unknown existing condition or misinterpretation of the documents by the subcontractors.

F. Supplemental and Additional Services (Not Included)

1. Programming.
2. Multiple preliminary designs.
3. Multiple bid documents or fast-track services.
4. Measured drawings.
5. Existing facilities surveys.
6. Building Information Model management responsibilities.
7. Civil engineering.
8. Value analysis.
9. On-site project representation.
10. Conformed documents for construction.
11. As-designed record drawings.
12. As-constructed record drawings.
13. Post-occupancy evaluation.

14. Facility support services.
15. Tenant-related services.
16. Architect's coordination of the Owner's consultants.
17. Telecommunications/data design.
18. Security evaluation and planning.
19. Commissioning.
20. Sustainable Project Services.
21. Acoustical design
22. Other services provided by specialty Consultants
23. Other Supplemental Services

G. Meetings: We anticipate the following meetings:

- | | |
|-----------------------------|-------------|
| 1. Design Development Phase | 2 meetings |
| 2. Construction Documents | 3 meetings |
| 3. Bidding and Permits | 1 meeting |
| 4. Construction Phase | 15 meetings |

III. PROJECT TEAM

- A. Drew Braley will act as the Principal in Charge, responsible for the overall project design and coordination of the scope of Architect's work.
- B. Other members of the Architect's staff will be added to the team, as required, to complete the project.
- C. Consultants:

1. Architect	Browning Day
2. Landscape Architect	Browning Day
3. MEP	KBSO Consulting
4. Structural	JQOL (under contract with SJCA)
5. Cost Consultant	Blundall Associates

IV. COMPENSATION

- A. Fees:

1. Design Development	\$30,200
2. Construction Documents	\$44,580
3. Bidding and Construction Phase Services.	\$20,420
- B. Fees will be invoiced monthly based on a percentage complete.
 1. Payments are due and payable within thirty (30) days after the date of the Architect's invoice. Amounts unpaid thirty (30) days after the date of the Architect's invoice shall bear interest at the rate of one percent per month (1%/month). The Engineer agrees that, with seven days' written notice, the Architect may suspend services without liability if payment is not received within forty-five (45) days after the date of the Architect's invoice.
- C. Reimbursable Expenses:
 1. Reimbursable Expenses attributed to the project are an additional cost to our fee and will be invoiced at 1.05 times our direct cost.
 2. Reimbursable Expenses will include, but not limited to, the following:
 - a. Document printing and reproductions.
 - b. Travel, lodging, and parking expenses.
 - c. Delivery services.
 - d. Code Consultant fees.
 - e. Drone flights.
 - f. Distribution of electronic files outside the project team.
 - g. Renderings or models, color presentations and drawings requested by the Owner beyond those stipulated in the scope of services.
 - h. Permitting submission and coordination.
 - i. Other miscellaneous expenses incurred in the interest of the project.
 3. We estimate reimbursable expenses to be \$2,500.

D. Additional Stipulations:

1. Browning Day maintains Professional Liability in the amount of Five Million Dollars (\$5,000,000.00).
2. The Engineer shall ensure the Owner obtains property insurance written on a builder's risk "all-risk" or equivalent policy that insures the interests of the Owner, Architect, the Architect's consultants, and all contractors and subcontractors
3. Architectural Services required beyond the scope of work outlined in this proposal, and pre-approved by the Owner, will be provided on an hourly basis at hourly rates in effect when the work is performed. The following are current rates for Browning Day:

Project Director	\$185
Senior Project Manager	\$180
Project Manager	\$150
Senior Architect (Licensed)	\$140
Senior Landscape Architect (Licensed)	\$140
Senior Interior Designer (Licensed)	\$140
Project Architect (Licensed)	\$130
Project Landscape Architect (Licensed)	\$130
Interior Designer (Licensed)	\$130
Senior Design Associate	\$140
Design Associate 2	\$125
Design Associate 1	\$105
Intern	\$65
Principal	\$315
Associate Principal	\$200
Administrative	\$90

*Subject to annual increase. Approved overtime will be invoiced at 1.5 times the hourly rates

V. SCHEDULE

- A. We anticipate the Design Development Phase will take 6-8 weeks
- B. We anticipate Construction Documents will take 10-12 weeks
- C. We anticipate Bidding and State Approvals will require 4-6 weeks
- D. Construction Duration is presumed to be 8 months

VI. ASSUMPTIONS, LIMITATIONS AND CLARIFICATIONS

- A. The above fees are based on one (1) bid package. If the Engineer elects to add more bid packages or project phases, the fee will be adjusted as required to cover this additional work.
- B. The Architect shall provide Engineer with sealed sets of the documents to be used for submission for a building permit, in exchange for payment in full for all previous services performed and reimbursable costs incurred to date. Architect shall have no liability for refusing to provide sealed documents without first receiving payment in full for all such services and reimbursable costs to date.
- C. All reproduction of documents for Contractors will be provided by the Contractor/ Construction Manager. Architect will provide an electronic file of the documents for reproduction, in exchange for payment in full for all previous services performed and reimbursable costs incurred to date. Architect shall have no liability for refusing to provide sealed documents without first receiving payment in full for all such services and reimbursable costs to date.
- D. In addition to the fee, the Engineer will pay for the filing fees for the building permits, zoning submittals, historic review, including local attorney fees, variances, and governmental reviews, including the time to complete all documents or exhibits required or requested by the agency.

- E. Revisions to the documents after the Owner and Engineer has approved the design documents will be an Additional Service. Revisions may include, but not be limited to, the following:
 - 1. Owner-requested revisions or changes in scope, layout or previous instructions.
 - 2. Construction change orders caused by unforeseen existing conditions.
 - 3. Additional investigation and design caused by unforeseen existing conditions.
 - 4. Changes requested by the Engineer to reduce construction costs after the design is approved or to expedite construction.
 - 5. Revisions to the documents required by the State or City review.
 - 6. Enactment of new codes after construction documents are completed.
 - 7. Changes requested by governmental agencies.
- F. The Architect will not provide as-built documents, based on contractor-supplied markups.
- G. Architectural interior design (wall finishes, floor finishes and material selection) is included in the fee total.
- H. Copyrights and Licenses : The Architect, and the Architect's consultants, shall be deemed the original authors and owners respectively of any materials produced under this Agreement and shall retain all common law, statutory and other reserved rights, including copyrights. The Owner acknowledges that the Architect and the Architect's consultants have prepared said materials and agrees to limit use of same to this site-specific project only. The Owner agrees to defend, indemnify, and hold harmless the Architect and the Architect's consultants from any causes of action, claims, losses, damages and expenses of any kind whatsoever, including reasonable attorney's fees resulting from the unauthorized reuse of the Architect's and the Architect's consultant materials.
- I. The project will follow simple sustainable practices but will not seek certification as a LEED or other third-party "green" project or be filed with the USGBC/GBCI. If requested, these will be Additional Services.
- J. Architect will coordinate with the Engineer's consultants, as required, upon Owner's approval.
- K. Any unplanned modifications caused by coordination issues with the Owner's consultants will be made on an hourly basis, as Additional Services.
- L. Architect has based this proposal pricing on the presumption that the Architect owns the rights to drawings and may use them on other projects.
- M. The Architect shall not be in charge of, or liable for, construction means, methods, techniques, sequences, safety procedures or safety precautions, since these are solely the responsibility of the Contractor.
- N. Should any claims arise between the Engineer and Architect; the parties agree to submit such claim(s) to mediation, as a condition precedent to litigation. Mediation shall be conducted by and under the rules of Indiana A. D. R. Rule 2 in effect on the date of this Agreement. Should the parties fail to resolve the claim(s) through mediation, then the claims may be litigated before a private judge under Indiana A. D. R. Rule 6. (AIA B101-2017, Article 8.2)
- O. The Architect shall provide aerial observations of the project via drone flight as a reimbursable expense as requested in writing by the Owner. Average cost for local drone flights is \$400 per flight. Additional costs may be incurred for flights beyond an hour radius of Architect's office.

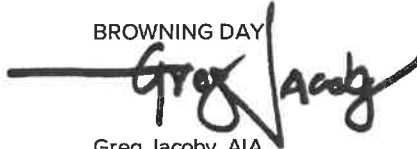
This Proposal remains open for acceptance for 30 days from date written above.

If you find this scope of work consistent with what we have discussed to date, please indicate your acceptance by returning a signed copy to our office. This will become an attachment to the Engineer-Architect Agreement.

Please let me know if you have any questions.

Sincerely,

BROWNING DAY



Greg Jacoby AIA
Principal / CEO



Drew Braley PLA, ASLA
Landscape Architecture Studio Director

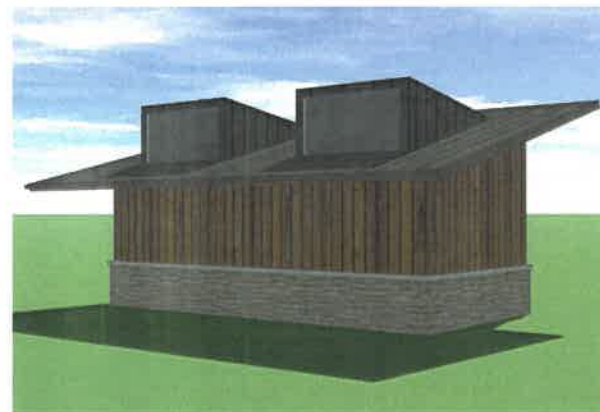
GJ/cac
Attachment: 2021 Conceptual Plans and 3D Imagery
Cc: Julie Herron, Nick Davis, Christi Jackson

ACCEPTED BY:

Signature

Date

Printed Name and Title





**SJCA HOURLY JUSTIFICATION
CARMEL CLAY PARKS & RECREATION
WHITE RIVER GREENWAY NORTH CONNECTOR - NORTHERN TRAILHEAD**

6/29/2022

WORK ELEMENT	ESTIMATED HOURS				
	Project Manager	Senior Engineer	Designer	Technician	Total Hours
100% Plan Preparation					
Title Sheet	1	2		4	7
Index Sheet		2		4	6
Existing Conditions Sheet		2		4	6
Site Development Plan	2	4	4	8	18
Site Utility Plan	4	8			12
Site Grading & Drainage Plan	2	4	8	8	22
Site Erosion Control Plan		4		8	12
Site Erosion Control Detail		2		4	6
SWPPP	1	6			7
Storm Sewer Plan & Profile	1	4	4	8	17
Construction Details	2	4		8	14
Standard Specifications	1	2		4	7
Drainage Report & Calculations	2	12		4	18
Utility Coordination	4				4
Quantities & Cost Estimate	2	8		8	18
Coordination with Planning agencies	4				4
QA/QC & Project Management	8				8
Meetings	8				8
TOTAL HOURS	42	64	16	72	194
DIRECT BILLING HOURLY RATE	\$196.24	\$209.81	\$123.51	\$94.15	
DIRECT WAGES	\$8,242.08	\$13,427.84	\$1,976.16	\$6,778.80	\$30,424.88
OTHER DIRECT COSTS	Mileage	60	@	0.585	\$35.10
TOTAL					\$30,459.98
PROPOSED LUMP SUM FEE					\$30,500.00



White River Greenway North Trailhead
SJCA Fee Justification: 3-Sided Culvert Final Design

6/29/2022

	PM	Sr. Engr.	Engr	Designer	Technician	Total
Final Plan Submission						
Structure Size & Type Calculations	1	8	12			21
Preliminary Guardrail Design			2	2	4	8
Develop Layout Sheet		3		12		15
Develop General Plan Sheet	1	2		8	10	21
Soil Boring Sheet		1			4	5
Finalize Plan Sheets	1	2	10	12	8	33
Quantity Computations		4	6		4	14
Summary of Quantities Plan Sheet		3		4	2	9
Cost Estimate	1	4	6			11
Specifications	1	4				5
Coordination with Design Team	6		6	6		18
QA	4	4				8
Tracings						
Revise Plans per Final Review	1	2	8	8	8	27
Update Quantities & Cost Estimate	1	2	6			9
Update Specifications	1	2				3
Total Hours	18	41	56	52	40	207
NEG. BILLING RATE (2022)	\$196.24	\$209.81	\$115.22	\$123.51	\$94.15	
TOTAL LABOR	\$3,532.32	\$8,602.21	\$6,452.32	\$6,422.52	\$3,766.00	\$28,775.37
OTHER DIRECT COSTS						
Mileage	60	miles @	\$0.585			\$35.10
Total						\$28,810.47
Proposed Lump Sum Fee						\$28,900.00

July 1, 2022

CIVIL DESIGN SERVICES PROJECT PROPOSAL LETTER

Ben Deichmann, PE
SJCA Inc.
9102 N. Meridian Street, Suite 200
Indianapolis, IN 46260

**Re: White River Greenway North Trail
Carmel, IN**

Dear Ben Deichmann,

We propose to render professional civil engineering services in connection with the White River Greenway North Trail in Carmel, IN (hereinafter called "the project"). This proposal represents a legal agreement between JQOL INC, the Civil Engineer of record, and SJCA Inc. (Client). We will provide the Basic Services as described in the Project Description below. Terms and Conditions shall be as provided in this proposal.

Project Description (Civil)

1. Develop construction documents for approximately 760 linear feet of a multi-use trail in Carmel, Indiana. Trail alignment has been developed under previous contract.
2. Submit for permitting and receive approval through the City of Carmel for drainage, erosion control, and planning approval.
3. Construction administration during the duration of the construction phase including review of RFIs and submittals.
4. Coordination with other design disciplines to ensure integrated design.
5. Attend meetings and site visits with team members and client (up to 8 hours of senior engineer and 4 hours of civil design engineer)

Fee for Basic Services

1. Based on the stipulations in this letter, the lump sum fee (LSF) for Basic Services will be:
 - a. Civil Fee - \$25,400.00
 - Total Fee: \$25,400.00, (twenty five thousand four hundred dollars.)**
2. Progress payments for Basic Services in each phase shall total the following percentages of the lump sum fee:
 - a. Construction Document Phase 75%
 - b. Bid Phase 5%
 - c. Construction Administration Phase 20%
3. Reimbursable expenses will be billed to the Client as stated in Reimbursable Expenses listed below. Reimbursable expenses are not part of the Basic Service fee.

Fee for Additional Services

1. Fees for additional services will be billed to the client at an agreed upon price, or at the stated hourly rates. A letter authorizing JQOL INC to proceed with additional services must be received before any work will be done. Hourly rates are as follows:

Principal	\$200.00	Licensed Engineer / Supervisor	\$190.00
Staff Engineer	\$125.00	Administration	\$ 60.00

2. Substantial changes to the Project Description, or major revisions after the acceptance of design development drawings, shall be subject to additional fees based on the hourly rates or as negotiated.

Billing

1. The cost of engineering services will be billed to the Client monthly, based on percentage complete per phase, as outlined in Fee for Basic Services.
2. In the event of the project being stopped or delayed, Client shall pay JQOL INC for all work completed up to the notice to stop work.

Items Not in Scope of Work

JQOL INC assumes no responsibility, neither stated nor implied, for the adequacy of the following:

1. Fees associated with permitting approvals including printing and fees
2. Unforeseen conditions that may arise during construction phase due to hidden or unidentified utilities, historical artifacts, environmental conditions, etc.

This proposal, consisting of seven pages, represents the entire understanding between the Client and JQOL INC with respect to the project and can only be modified in writing signed by both firms. If it satisfactorily sets forth your understanding of our agreement, please sign this proposal and return it to JQOL INC.



8440 Allison Pointe Boulevard, Suite 425
Indianapolis, IN 46250
317-661-1964
www.jqolusa.com

Thank you very much for considering JQOL INC for this project.

Sincerely,
JQOL INC

A handwritten signature in black ink, appearing to read "Hannah Fleck", written over a horizontal line.

Hannah Fleck, P.E., LEED AP BD+C
Civil Design and Sustainability Lead

Accepted:

By: _____

Title: _____

Date: _____

REIMBURSABLE EXPENSES

Description	Rate
Courier	Cost x 1.10
UPS	Cost x 1.10
Reproduction	\$0.50 per square foot
Copying	Cost x 1.10
Mileage	Per Federal Rate
Travel – Airfare	Cost x 1.10
Travel – Car Rental	Cost x 1.10
Travel – Hotel	Cost x 1.10
Travel – Parking	Cost x 1.10
Additional Site Visits	Hourly Per Chart Above

Terms and Conditions

This is an agreement effective as of the date signed by Client ("Effective Date").

Termination – The obligation to continue performance under this Agreement may be terminated:

1. For cause, by either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Consultant for its services is a substantial failure to perform and a basis for termination.
2. For cause by Consultant – Upon seven days written notice if Client demands that Consultant furnish or perform services contrary to Consultant's responsibilities as a licensed professional; or upon seven days written notice if the Consultant's Services are delayed for more than 90 days for reasons beyond Consultant's control.
3. Consultant shall have no liability to Client on account of a termination for cause by Consultant.
4. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure in item 1 above if the party receiving such notice brings, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
5. Client may terminate for convenience effective upon Consultant's receipt of written notice from Client.
6. In the event of any termination under this section, Consultant will be entitled to invoice Client and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and subconsultants' charges, if any.

General Considerations

1. The standard of care for all professional engineering and/or surveying services and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, expressed or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Consultant. Subject to the foregoing standard of care, Consultant and its subconsultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to specialty contractor, manufacturers, suppliers, and the publishers of technical standards.
2. Consultant shall not at any time supervise, direct, control, or have authority over any Contractor's work, nor shall Consultant have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Contractor to comply with laws and regulations applicable to such Contractor's furnishing and performing of its work. Consultant shall not be responsible for the acts or omissions of any Contractor.
3. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work.

4. Consultant's opinions (if any) of probable construction cost are to be made on the basis of Consultant's experience, qualifications, and general familiarity with the construction industry.

However, because Consultant has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Consultant. If Consultant requires greater assurance as to probable construction cost, then Consultant agrees to obtain an independent cost estimate.

5. Consultant shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Consultant or its subconsultants.
6. All documents prepared or furnished by Consultant are instruments of service, and Consultant retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Client, subject to receipt by Consultant of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - a. Client acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Consultant, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Consultant;
 - b. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and consultants;
 - c. Client shall indemnify and hold harmless Consultant and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Consultant; and
 - d. such limited license to Client shall not create any rights in third parties.
7. Client and Consultant may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
8. To the fullest extent permitted by law, Client and Consultant (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Consultant's total liability to Client under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Consultant, whichever is greater.
9. The parties acknowledge that Consultant's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Consultant or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Consultant may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of

the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.

10. Client and Consultant agree to negotiate each dispute between them in good faith during the 30days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rightsat law.
11. This Agreement is to be governed by the law of the state in which the Project is located.

July 13, 2022

PROJECT PROPOSAL LETTER

Ben Deichman, PE
SJCA Inc.
9102 N. Meridian St, Suite 200
Indianapolis, IN 46260

**Re: White River Greenway North Trail Extension
Carmel, IN**

Dear Ben Deichman, PE,

We propose to render professional civil and structural engineering services in connection with the White River Greenway North Trail Extension in Carmel, IN (hereinafter called "the project"). This proposal represents a legal agreement between JQOL INC, the Civil and Structural Engineer of record, and SJCA Inc. (Client). We will provide the Basic Services as described in the Project Description below. Terms and Conditions shall be as provided in this proposal.

Structural Project Scope

1. Structural Design of a 1200 Sq. Ft. River Overlook in Carmel, Indiana.
2. Structure will be steel framed with a composite slab.
3. Slab overhang will be supported by steel columns located on concrete piers.
4. River overlook foundations are anticipated to sit on deep foundations designed and installed by a specialty contractor.
5. Structure is located within flood plain on a non-navigable waterway per SJCA due diligence.
6. DNR coordination will be conducted by SJCA.
7. Structural design of restroom structure at trail entrance.
8. Structure will be constructed of reinforced masonry walls a timber framed roof joists.
9. Structure will be supported on shallow foundations.
10. Structural detailing and plan drawings for items designed by JQOL INC.
11. Coordination meetings with design team as required.
12. Coordination and QA/QC of items directly affected and designed by JQOL INC.
13. Preparation of technical specifications for the structural items described above.
14. Provide structural assistance in providing "performance specifications" for delegated design components.
15. Review of shop drawings and submittals required by technical specifications. Such review will be for general conformance with design concepts of the project and general compliance with the information provided in the Construction Documents.
 - a. Review of performance specified items submittals are for conformance with design criteria only.
16. Respond to RFI's and questions as needed.
17. Site visits during construction phase (3 max).

Project Schedule

It is anticipated that the project will be delivered to the client on a phased basis with a potential bid date in Quarter 1 of 2023. Schedule will be shared with subconsultants.

July 13, 2022

Fee for Basic Services

1. Based on the stipulations in this letter, the lump sum fee (LSF) for Basic Services will be:
 - a. \$35,000.00, (thirty five thousand dollars.)
 - i. Schematic Design \$7,000
 - ii. Design Development \$8,750
 - iii. Construction Document Development \$10,500
 - iv. Bidding \$1,750
 - v. Construction Administration \$7,000
 - Total:** **\$35,000**
2. Reimbursable expenses will be billed to the Client as stated in Reimbursable Expenses listed below. Reimbursable expenses are not part of the Basic Service fee.

REIMBURSABLE EXPENSES

Description	Rate
Courier	Cost x 1.10
UPS	Cost x 1.10
Reproduction	\$0.50 per square foot
Copying	Cost x 1.10
Mileage	Match IRS Standard
Travel – Parking	Cost x 1.10

Fee for Additional Services

1. Fees for additional services will be billed to the client at an agreed upon price, or at the stated hourly rates. A letter authorizing JQOL INC to proceed with additional services must be received before any work will be done. Hourly rates are as follows:

Principal	\$200.00	Engineering Manager	\$185.00
Project Manager	\$170.00	Design Engineer	\$165.00
Staff Engineer	\$120.00	Administration	\$50.00
2. Substantial changes to the Project Description, or major revisions after the acceptance of design development drawings, shall be subject to additional fees based on the hourly rates or as negotiated.

Billing

1. The cost of civil and structural engineering services will be billed to the Client monthly, based on percentage complete per phase, as outlined in Fee for Basic Services.
2. In the event of the project being stopped or delayed, Client shall pay JQOL INC for all work completed up to the notice to stop work.

Items Not in Scope of Work

JQOL INC assumes no responsibility, neither stated nor implied, for the adequacy of the following:

July 13, 2022

1. Architectural layout, design, programming, function, aesthetics, compatibility, dimensions, etc.
2. Mechanical, Electrical, Plumbing layout, design, function, compatibility, dimensions, etc.
3. Site and civil layout, design, function, compatibility, dimensions, grading, etc.
4. Fire protection layout, design, function, compatibility, dimensions, etc.
5. Landscape layout, design, function, compatibility, dimensions, etc.
6. Services relating to Special Inspections, as outlined in IBC, are specifically omitted from this Agreement; Special Inspection Services shall be by separate contract between Construction Manager and Structural Engineer of Record.
7. Hazardous materials.

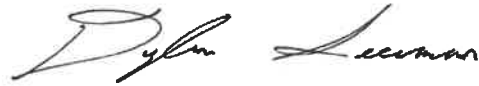
Project Understanding

This proposal, consisting of four pages, represents the entire understanding between the Client and JQOL INC with respect to the project and can only be modified in writing signed by both firms. If it satisfactorily sets forth your understanding of our agreement, please sign this proposal and return it to JQOL INC.

Thank you very much for considering JQOL INC for this project.

Sincerely,

JQOL INC



Dylan Seesman, P.E.
Structural Engineering Lead

Accepted:

By: _____

Title: _____

Date: _____

July 13, 2022

Terms and Conditions

JQOL INC., the Structural Engineer of Record (SER), shall perform the services outlined in this agreement for the stated fee agreement.

Access to Site

Unless otherwise stated, the SER will have access to the site for activities necessary for the performance of the services. The SER will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

Fee

The total fee, except stated lump sum, shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis. The rates shall be those that prevail at the time services are rendered.

Billings/Payments

Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoice shall be considered PAST DUE if not paid within 30 days after the invoice date and the SER may, without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the legal rate) per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay cost of collection, including reasonable attorneys' fees.

Indemnifications

The Client shall indemnify and hold harmless the SER and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except the SER) or anyone for whose acts any of them may be liable.

Hidden Conditions

A structural condition is hidden if concealed by existing finishes or if it cannot be investigated by reasonable visual observation. If the SER has reason to believe that such a condition may exist, the SER shall notify the client who shall authorize and pay for all costs associated with the investigation of such a condition and if necessary, all costs necessary to correct said condition. If (1) the client fails to authorize such investigation or correction after due notification, or (2) the SER has no reason to believe that such a condition exists, the client is responsible for all risks associated with this condition, and the SER shall not be responsible for the existing condition nor any resulting damages to persons or property.

Risk Allocation

In recognition of the relative risks, rewards and benefits of the project to both the Client and the SER, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, the SER's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes, shall not exceed the total amount of \$50,000 or the amount of the SER's fee (whichever is less). Such causes include, but are not limited to, the SER's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Termination of Services

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay the SER for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Ownership Documents

All documents produced by the SER under this agreement shall remain the property of the SER and may not be used by the Client for any other endeavor without the written consent of the SER.

Applicable Law

Unless otherwise specified, this agreement shall be governed by the laws of the principal place of business of the SER.

July 13, 2022



**SJCA HOURLY JUSTIFICATION
CARMEL CLAY PARKS & RECREATION
WHITE RIVER GREENWAY NORTH CONNECTOR - NORTHERN TRAILHEAD**

6/29/2022

WORK ELEMENT	ESTIMATED HOURS				
	Project Manager	Permitting Specialist	Ecologist	Planning and Design Assistant	Total Hours
Permitting/Project Management					
INDR CIF Permit	1	54	17	8	80
401/404 Regional General Permit	1	27	10	10	48
Carmel TAC and ILP Permits	10	2		4	16
Meetings	12				12
TOTAL HOURS	24	83	27	22	156
DIRECT BILLING HOURLY RATE	\$196.24	\$94.46	\$87.56	\$68.95	
DIRECT WAGES	\$4,709.76	\$7,840.18	\$2,364.12	\$1,516.90	\$16,430.96
OTHER DIRECT COSTS	Mileage	60	@	0.625	\$37.50
	Mailing & CIF Permit Application				\$250.00
TOTAL					\$16,718.46
PROPOSED LUMP SUM FEE					\$16,800.00