

Carmel/Clay Board of Parks and Recreation
Tuesday, February 13, 2024, 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. Public Comments**
- 4. Staff Reports**
- 5. Finance Committee**
- 6. Minutes – Secretary**
 - a. January 23, 2024 Executive Session
 - b. January 23, 2024 Annual and Regular Park Board Meeting
- 7. Financial Reports – Treasurer**
 - a. Consolidated Financial Report for December 2023
 - b. CCPR P&L Statements for January 2024
- 8. Claims – Treasurer**
 - a. Claim Sheet February 13, 2024
 - b. Clay Township Claim Sheet February 13, 2024
 - c. CCPR Payroll for January 12, 2024 and January 26, 2024
- 9. Monetary Gifts, Grants, Partnerships, and Sponsorships for January 2024 – Eric Mehl**
- 10. New Business**
- 11. Old Business**
 - a. White River Greenway North Extension – Michael Klitzing
 - i. Consideration of Bids
 - b. Consideration of Resolution B-2024-001 Regarding Donation to Clay Township for White River/106th Street Pedestrian Bridge – Michael Klitzing
- 12. Attorney's Report**
- 13. Director's Report**
- 14. Information Items**
- 15. Park Board Comments / Discussion**
- 16. Adjournment**

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

PRESENTER Kurtis Baumgartner, Assistant Director of Parks and Recreation/COO	ACTION REQUESTED No Action Required
ITEM/SUBJECT Staff Reports	
DOLLAR AMOUNT/FUND N/A	MEETING DATE February 13, 2024

Comprehensive Parks and Recreation Master Plan:

- Strategic Plan – 2023
Implementation Status Report

Selected news articles:

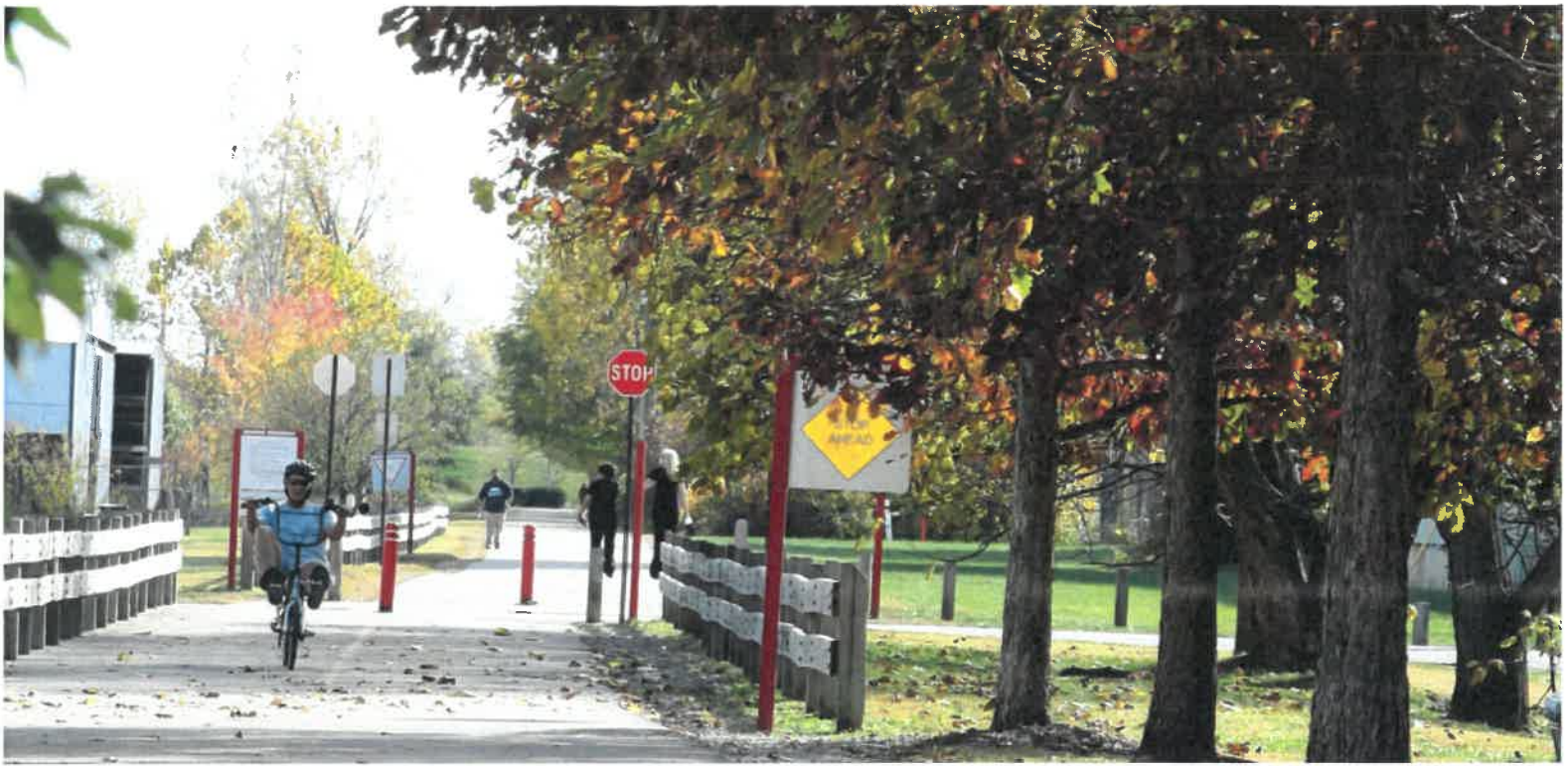
- Fit Fun Family
By Lindsay Conner
Indy's Child, January 15, 2024
- Carmel parks, redevelopment officials take steps to resolve differences on use of park impact fees
By Ann Marie Shambaugh
Current in Carmel, January 19, 2024

Standard monthly reports for December 2023:

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

Standard monthly reports for January 2024:

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



Comprehensive Parks and Recreation Master Plan

Strategic Plan – 2023
Implementation Status Report
February 13, 2024

Carmel • Clay
Parks & Recreation
NATIONAL GOLD MEDAL WINNER
AND ACCREDITED AGENCY



STRATEGIC ACTION PLAN — IMPLEMENTATION STATUS REPORT

Based on community feedback, stakeholder input, technical analysis, and the priority rankings outlined within this Master Plan, the following key recommendations were developed to enhance the park and recreation system and position it to best serve the current and future needs of the community.

1.1 KEY RECOMMENDATIONS

1.1.1 ENHANCE PARK AND RECREATION OPPORTUNITIES WITHIN THE COMMUNITY:

- Expand trails, river access, and environmental education along the White River Regional Corridor
 - Complete a regional river corridor site plan
 - 2020 — Continued participation by Executive Director in White River Vision Plan, which will include expansion of White River Greenway.
 - 2021 — The White River Regional Opportunity Initiative (WR-ROI) Partnership was created to prepare a Regional Development Plan to submit for a Regional Economic Acceleration + Development Initiative (READI) grant through the Indiana Economic Development Commission (IEDC). The WR-ROI is inspired by the White River Vision Plan, which details a cohesive regional vision, goals, projects, and programs related to economic development within the White River Region.
 - Ensure cohesion with the White River Vision Plan/Identify partners on both sides of the River
 - 2020 — Continued discussions with Conner Prairie for expansion of the White River Greenway from current northern terminus of trail to 146th Street.
 - 2020 — Entered into an agreement with Clay Township for development of a pedestrian bridge across the White River Greenway as part of the Clay Township Impact Program. This project will ultimately connect the Carmel and Fishers trail networks in involves collaboration between CCPR, Clay Township, City of Carmel, Conner Prairie, Hamilton County Parks & Recreation, and the City of Fishers.
 - 2021 — The WR-ROI Partnership, Central Indiana Regional Development Authority within the IndyMPO, consists of three counties: Hamilton, Madison, and Marion; and eight communities: Anderson, Carmel, Fishers, Indianapolis, McCordsville, Noblesville, Westfield, and Zionsville.
 - 2023 — Received bids for construction of White River Pedestrian Bridge, which will connect Hazel Landing Park to Fishers' Heritage Park. The project is predominantly funded by the Clay Township Impact Program with contributions from CCPR, Hamilton County, Delaware Township, and the City of Fishers.
 - Develop a dedicated funding strategy for development of the corridor
 - 2021 — The Hamilton County South River District/Conner Prairie Westside Expansion was selected as one of the signature projects for WR-ROI. This potentially positions the White River Education and Ecology Center to receive up to \$7.3 million if WR-ROI is successful in securing READI grant. Hamilton County also committed up to \$1 million for the ecology center if the project receives funds through READI grant.
 - 2021 — Submitted Next Level Trails grant application to the Indiana Department of Natural Resources in hopes of securing state funding for the development of the north extension of the White River Greenway.
 - 2022 — Department awarded \$4 million READI grant from WR-ROI; Funding to be used for development of the north extension of the White River Greenway, including new trailhead and river outlook on Matilda Haverstick property.
 - 2023 — Submitted Next Level Trails grant application to the Indiana Department of Natural Resources in hopes of securing state funding for the development of the south extension of the White River Greenway.

- 2023 — Department awarded \$1 million from Hamilton County, Indiana for improvements along the White River Corridor, specifically the Hamilton County South River District.
 - Develop view sheds along trails for users to enjoy the White River and include picnic areas
 - 2020 — At end of 2019, CCPR secured approximately 13.55 acres of property along Hazel Dell Parkway which will serve as a future trailhead along the White River Corridor; homestead on the property was demolished in 2020 and has been restored to a natural state.
 - 2020 — Focus of River Heritage Park development will be accessible trails and view sheds along the White River.
 - 2021 — Approved professional services agreement with SJCA for the White River Greenway North Extension design development plans. Began working on design concepts for trail overlooks and the anticipated trailhead on CCPR property.
 - 2021 — Wellheads at Thomas Marcuccilli Nature Park will receive improvements (funded by Carmel Utilities), which will allow them to serve as Overlooks
 - 2021 — Completed an invasive species assessment of CCPR and Conner Prairie property from the current terminus of the White River Greenway to the proposed location of the White River Education and Ecology Center. This data will help identify the best route for the White River Greenway extension.
 - 2022 — Completed improvements at River Heritage Park which include two new river overlooks with seating for the public.
 - 2023 — Worked with SJCA to develop construction documents for the White River Greenway North Extension. This portion of the White River Greenway will include an overlook located adjacent to the trailhead, parking lot, and restroom.
 - Elevate the brand of all trails throughout the City through enhanced marketing strategies
 - 2020 — As new parks and upgrades to existing parks are being made, CCPR diligently works to educate public on amenities available and how changes positively impact the community via website and social media platforms.
 - 2021 — Improved CCPR website to ensure public can easily navigate park projects and obtain critical information.
 - 2023 — Began working on signage standards for CCPR owned/managed greenways, including the Monon and the White River.
 - Work with the City of Carmel to make trail connectivity a priority (10-minute walk to a park)
 - 2020 — Flowing Well Park added two additional access points for foot traffic into park, one from 116th St. and one from Gray Road.
 - 2020 — Added restrooms to Carey Grove and Flowing Well Parks which will significantly increases the amount of time a patron can spend in the park, also increasing the viability of visitors to walk to the park (don't have to drive in case someone has to use the restroom).
 - 2020 — Township approved new pedestrian bridge over White River which will connect City of Carmel and Fishers.
 - 2021 — CCPR met with representatives to review design concepts of future White River pedestrian bridge that will be funded/constructed using the Clay Township Impact Program.
 - 2021 — Kite Realty Group, Buckingham Properties, and the Carmel Redevelopment Commission development "The Corner" requests an easement for a trail connection between an apartment building being constructed as part of the project and the Interurban Trail.
 - 2023 — Construction of the Central Park/Interurban Trail Connection & Trailhead Enhancements began.
 - 2023 — Added a connector trail between West Park and (name of subdivision)
 - Develop loop trails to tie into existing neighborhood parks

- 2021 — CCPR engaged in discussions with Albany Village, the new subdivision to be constructed on the east side of Shelborne Road across from Bear Creek Park regarding the potential donation of approximately 9 acres with a developed multipurpose trail and native prairie installed by the developer that could serve as part of a larger Bear Creek Greenway.
 - 2022 — Initial planning for White River Greenway northern extension. Connectivity with TMNP, Conner Prairie, and 146th Street are priorities for the expansion.
 - 2022 — New wayfinding signs installed to illustrate Monon Greenway connectivity with Meadowlark Park and City CAB trail system
 - 2022 — Initial planning for western expansion of 116th pathway at West Park
 - 2023 — Finished construction of western expansion of 116th pathway at West Park
 - 2023 — Issued departments first ever Park Impact Fee Credit for trail development and site improvements within the Albany Village subdivision across from Bear Creek Park. CCPR continues to negotiate with developer for donation of this property to CCPR due to the important role the trail will play in the future Bear Creek Greenway.
 - 2023 — Engaged Weihe to begin putting together plans for a connector path from River Heritage Park to the White River Greenway (Central Extension Phase 1).
 - Began conversations with Overbrook Farms to explore feasibility of creating a trail connecting the subdivision to Bear Creek Park, which is consistent with the Bear Creek Park Master Plan and envisioned Bear Creek Greenway. Engaged CrossRoad Engineers to prepare a concept plan for presentation to the HOA Board and residents.
 - Explore opportunities for trail amenities (watercraft access, off-trail fitness, overlook areas, etc.)
 - 2020 — Focus of River Heritage Park development will be accessible trails, view sheds and overlook areas along the White River.
 - 2020 — Added shuffleboards, spray plaza, table tennis, bocce ball, seating and shade areas along the Monon Greenway from Elm Street to Walnut Street.
 - 2021 — Completed improvements at Carey Grove Park which included fitness equipment around the perimeter of the playground.
 - 2021 — Approved professional services agreement with SJCA for the White River Greenway North Extension design development plans. Began working on design concepts for trail overlooks and the anticipated trailhead on CCPR property.
 - 2022 — Completed improvements at River Heritage Park which include two new river overlooks with seating for the public.
- Facilitate implementation of a West Regional Corridor centered on West Park
 - Complete evaluation of the need for additional indoor recreation space at West Park
 - Design/construct amenities to make West Park a Regional Destination Park
 - 2020 — Construction started and anticipated to finish in the Fall of 2021.
 - 2021 — Work continued in 2021, good progress made on connector road and culvert/bridge between the Core and the Groves, parking lot expansion, and splash pad. While park was originally planned to be complete in the Fall of 2021, a bevy of issues resulted in CCPR delaying the anticipated re-opening to Spring of 2022.
 - 2022 — Park re-opened to the general public in the fall; several items are still outstanding and will be remedied in 2023 including pedestrian bridge rails, safety fencing, and startup of splashpad.
 - 2023 — Finished construction of western expansion of 116th Street pathway at West Park.
 - 2023 — Finished construction of 3 additional rentable shelters.
 - Establish a west-side steering committee to assist with partnership opportunities for land acquisition

- 2020 — Purchased approximately 26.91 acres, now known as Bear Creek Park, at 14330 Shelborne Road, Carmel, Indiana, fulfilling the goal of acquiring much needed new parkland in northwest Carmel as established in both the 2020-2024 Comprehensive Parks and Recreation Master Plan and 2020-2025 Zone Improvement Plan.
 - Explore partnership opportunities that can assist with completing park development
 - Acquire and develop a community or neighborhood park in the northwest corner of Carmel
 - 2020 — Purchased approximately 26.91 acres, now known as Bear Creek Park, at 14330 Shelborne Road, Carmel, Indiana, fulfilling the goal of acquiring much needed new parkland in northwest Carmel as established in both the 2020-2024 Comprehensive Parks and Recreation Master Plan and 2020-2025 Zone Improvement Plan.
 - 2020 — CCPR anticipates issuing requests for proposals in early-2021 to select a consultant to facilitate the preparation of a park master plan, which will guide the future development of the new park.
 - 2021 — Demolition of existing homestead and structures at Bear Creek Park completed.
 - 2021 — Engaged with SmithGroup to begin Master Plan process for Bear Creek Park.
 - 2021 — Hosted focus group and community input meetings as part of Master Planning process for Bear Creek Park.
 - 2021 — Bear Creek Park opened to public on weekends for limited pre-development use to help residents experience the park firsthand as part of the Master Plan process.
 - 2022 — Bear Creek Park Master Plan adopted by the Carmel/Clay Board of Parks and Recreation on June 14th, 2022 via resolution G-2022-002.
- Develop a signature environmental education facility
 - Develop a feasibility study and business plan for a nature center
 - 2021 — The Hamilton County South River District/Conner Prairie Westside Expansion was selected as one of the signature projects for WR-ROI. This potentially positions the White River Education and Ecology Center to receive up to \$7.3 million if WR-ROI is successful in securing READI grant. Hamilton County also committed up to \$1 million for the ecology center if the project receives funds through READI grant.
 - Seek partnerships to help develop and manage the program site if applicable
- Establish a neighborhood park strategy, recognizing the role of HOAs
 - Coordinate with developers on new neighborhood park development per re-defined park classifications
 - 2021 — CCPR engaged in discussions with Albany Village, the new subdivision to be constructed on the east side of Shelborne Road across from Bear Creek Park regarding the potential donation of approximately 9 acres with a developed multipurpose trail and native prairie installed by the developer that could serve as part of a larger Bear Creek Greenway.
 - 2023 — Issued departments first ever Park Impact Fee Credit for trail development and site improvements within the Albany Village subdivision across from Bear Creek Park. CCPR continues to negotiate with developer for donation of this property to CCPR due to the important role the trail will play in the future Bear Creek Greenway.
 - Sign neighborhood parks accordingly
 - Identify HOA properties and recreational amenities available
 - 2020 — Work nearing completion on GIS capture of HOA properties which will help CCPR better understand community amenities available and its impact on future needs
 - 2021 — Amenity report completed and is comprehensive beyond HOAs, including churches, schools, and multi-family complexes. Utilized breakdown of amenities within 1 mile radius of Bear Creek Park to highlight level of service within community during the Master Plan process.
- Seek innovative solutions to serve identified underserved or unserved populations

- Identify underserved or unserved populations in Carmel, Indiana and Clay Township
 - 2021 — New culture-based program category added (replaced Creative Arts with Arts & Culture) to in hopes to educate community and better support growth of community
 - 2023 — Engaged Purdue University to develop concept plans for a proposed Chinese Garden adjacent to the Carmel Clay Public Library and on property owned by Carmel Clay Schools.
- Evaluate the programs that are currently being provided to underserved or unserved populations by CCPR
 - 2021 - Reimagining Recreation Plan evaluated the current resources CCPR has at its disposal post-COVID. Due to a reduction in staffing, four core program categories were identified that are underserved in the community. CCPR is now focused on growing these core program categories rather than trying to be many things for many people.
- Evaluate and map the programs that are currently being provided for underserved or unserved populations by other local organizations
- Develop individualized goals for CCPR programming staff to encourage the research, identification, planning, and execution of innovative programs geared towards the identified underserved or unserved populations
 - 2021 — Community Outreach was a goal for our volunteer program to identify new groups for engagement. This included many new outlets and those listed in the next objective illustrate the underserved growth.
 - 2021 — New Inclusion Supervisor hired in September with a broader background in inclusion and diversity. Goals established for creating programs geared around promoting diversity
 - 2021 — Creative Arts category has been retitled Arts & Culture with the goal of creating more culture-based programs with an emphasis on cultural experiences and education
- Utilize compiled data to formulate program offerings to meet the unmet needs of these populations throughout our Program Areas and Categories
 - 2021 — Volunteer program partnership with Stratford Senior Living engaged our award-winning pollinator partnership program involving seed sorting from seeds collected by volunteers. Seed was transported to the retirement community to make the volunteer project easy for participation and in support of our CCPR mission and values.
 - 2021 — Volunteer program engagement with Midwest Academy for a workday at Flowing Well Park where 39 volunteers gave 2.5 hours removing invasive burning bush, Japanese knotweed, trash, and dismantling 4 visitor created rock dams in Cool Creek. Midwest Academy is an intentional educational community serving students in grades 3-12 with ADD/ADHD, language-based learning differences, high functioning autism, and processing challenges. The school is designed to develop academic achievement, self-acceptance, and personal accountability.
 - 2021 — Engaged in discussions with Janus Developmental Services, Inc. regarding workplace trainings and shadowing opportunities for individuals with disabilities.
- Expand upon current successful partnerships to reach underserved or unserved populations
 - 2020 — Continued partnership with Carmel Marathon which allows Adaptive participants the ability to compete/participate in the annual Carmel 5K; Continued partnership with Carmel Health & Living Community to implement educational programs for seniors
 - 2021 — Department donated pieces of the former Meadowlark Park play structures to the Lake Lemon Conservancy District (LLCD), helping the equipment find new life and avoid ending up in a landfill. By recycling it for LLCD's use the department also fulfilled a playground need for an underserved population.
 - 2021 — Partnership with Carmel Clay Public Library (CCPL) expanded due to construction at their main facility, and assisted with COVID-19 resources; Continued literacy development program partnership (Story Time Express and Story Walks)

- 2023 — Reengaged with Rehabilitation Hospital of Indiana (RHI) to serve as a host for adaptive pickleball programs.
 - Create new partnerships with identified local organizations to fill current and future gaps in service for underserved or unserved populations
 - 2020 — Texas Roadhouse: providing healthy dinners for Adaptive Participants, a priority for many individuals with developmental disabilities; Gordon Holmes/Tom Blessing/Mary Wallace: Educational programs for participants and their families ranging from financial planning to nutrition
 - 2021 — Extended School Enrichment identified a local citizen to begin process of translating key documents in order to provide better customer service to the growing number of participants whose primary language is Spanish; long-term plan is to continue expanding to other languages
 - 2021 — Implementation of UserWay accessibility widget to CCPR webpage to assist with visual impairments and language barriers.
 - 2021 — Partnership with AAPR offering free tax preparation services to low-income households.
 - 2021 — Partnership with Hamilton County Health Department, Hamilton County Emergency Management, and Carmel Fire Department to offer COVID-19 vaccination site to the community.
 - 2022 — Partnership with Carmel Dad's Club, utilizing Fieldhouse for summer camp programs, able to expand camp type to additional participants.
 - 2023 — Partnered with THRIVE Social Club to provide a social opportunity for adults with cognitive, developmental, and physical disabilities in the community. The result was the creation of the Adaptive Barn Dance which was held at the Monon Community Center.
 - Continue to develop and evaluate internal reporting of populations served through CCPR programs and partnerships
 - 2020 — Updated program survey which will allow for better capture of data from participants and better position CCPR to develop new programs and seek out additional partners
 - 2021 — Volunteer program includes program evaluations by participants and records of each projects accomplishments
- Explore opportunities to provide community gardens as part of land-use strategies
 - 2021 — Native food forest planted as part of a grant award that allowed for the planting of 100 native fruit and nut trees at Founders Park. Once the trees mature this stand of trees will provide a diverse range of native food sources for the community to pick and utilize in a sustainable fashion.

1.1.2 PROVIDE EXCEPTIONAL CUSTOMER EXPERIENCES:

- Reimagine existing parks through effective planning and appropriate updates
 - Update existing park master plans (Hazel Landing, Inlow, Carey Grove, Cherry Tree, Flowing Well, Meadowlark, and River Heritage)
 - 2020 — The Clay Township Impact Program (CTIP) provided CCPR with funds to enhance and update Carey Grove, Flowing Well, West, Meadowlark, Inlow, and River Heritage Parks. Improvements will be made to the following amenities, which varies by park: playgrounds, splashpads, restrooms, bank stabilization, bridges, trails, parking lots, shelters, fishing piers, pickleball courts (new addition)
 - Incorporate consistent design principles for all new parks and the update of existing parks
 - 2022 — Completed site Master Plan for Bear Creek Park. Extensive public input was solicited as part of the master planning process.
 - 2023 — Completed site Master Plan for Thomas Marcuccilli Nature Park. Extensive public input was solicited as part of the master planning process.
 - 2023 — Engaged Purdue University to develop concept plans for a proposed Chinese Garden adjacent to the Carmel Clay Public Library and on property owned by Carmel Clay Schools.

- Develop a mini business plan for parks and facilities to ensure site will achieve outcomes desired
- Continue to upgrade playgrounds in existing parks
 - 2020 — CTIP funds provided to CCPR will allow for playground/splashpad updates at Carey Grove, West, Meadowlark, River Heritage and Inlow Parks
 - 2021 — Playground updates and park improvements completed at Carey Grove Park. West, Meadowlark, River Heritage and Inlow Park improvements underway and expected be completed in the Spring of 2022.
- Analyze community demographics to ensure park design meets needs of those it intends to serve
 - 2020 — Community input meetings were held to obtain feedback on park improvements at Carey Grove, Flowing Well, and West Parks; Feedback incorporated into final park design
- Create nature preserve experiences throughout the park system
 - Seek a partnership with a not-for-profit to help preserve natural areas along the trails with resource plans
 - 2021 — Adopt A Park program grew from 4 participants to 13 different participant groups ranging from private individuals, corporate businesses, local civic groups, and non-profits to help support long term preservation standards along trails and within park properties.
 - 2022 — The Hamilton Invasives Partnership has grown into a significant resource for education and action to support preservation of natural areas throughout our properties and as well as serving all of Hamilton County. CCPR is a large contributor to multiple initiatives with this partnership including GIS mapping, Weed Wrangles, and volunteer training.
 - 2022 — Pollinator Partnership group continues to be a huge resource in support of preservation of natural areas through the Project Wingspan initiative. CCPR supported the partnership with 9 total seed collection or seed sorting events to procure usable native wildflower seed for redistribution through the partnership.
 - 2023 — Completed Site Master Plan for Thomas Marcuccilli Nature Park.
 - 2023 — Pollinator Partnership group continued to serve as a resource in support of preservation of natural areas through the Project Wingspan initiative. CCPR supported the partnership with 9 seed collection and sorting events that produced almost 2 pounds of usable native wildflower seed.
 - Develop an interpretive plan for natural areas in the parks through updated interpretive signage
 - 2020 — Interpretive signage added to Founders Park in Spring 2020 utilizing Rain on Main funds
 - 2020 — Flowing Well interpretive signs are in final stages of production and will be installed in 2021 utilizing CTIP funds
 - 2021 — Flowing Well signs were updated and installed as part of the CTIP project
 - 2020 — Prairie Meadow signage will be implemented in 2021 utilizing Rain on Main funds
 - 2021 — Prairie Meadow sign content is developed and awaiting final designs and production
 - 2020 — Meadowlark Park interpretive signage was received as an add-alternate in bids received, evaluating to determine if CTIP funds will be sufficient to cover expense
 - 2021 — Meadowlark Park interpretive signs content is developed and awaiting final designs and production
 - 2022 — Meadowlark Park interpretive signs were installed all throughout the trail system of the park
 - 2022 — Interactive interpretive signs at River Heritage are in design phase
 - 2023 — Jim Engledow commemorative interpretive sign installed at West Park
 - 2023 — River Heritage Signage nearing completion as part of the parks upgrade
 - 2023 - Three interpretive signs installed at Prairie Meadow Park working with the City Utilities
 - 2023 - Working with Urban Forestry to develop tree education signs at West Park
 - Develop educational content that helps locate and identify key natural resources in CCPR specific parks

- 2020 — Park Conversations magazine, created in 2019, continues to provide the community with educational content pertinent to CCPR parks and natural resources
- 2020 — Volunteer Stewardship projects focused on targeted education on fostering sustainable habitats within CCPR properties
- 2020 — My Park Series which highlights key natural resources and history of CCPR specific parks was created in 2019. Plans to expand upon the program were delayed in 2020 due to the Covid-19 pandemic but will be re-initiated in 2021
- 2020 — Wildflower Walks will be expanded upon in 2021
- 2020 — Stewardship focused web presence in development with PNR/Marketing planned for Spring 2021 rollout (educational components are a key focus of each stewardship park activity)
- 2021 — Stewardship web pages were developed with formatting and added content for 1st qtr 2022 live rollout.
- 2021 — Participant Learning Outcomes (PLO's) were documented as part of each stewardship engagement program and utilized as a baseline standard of information for participants to gain knowledge and understanding of the projects they are participating in and how they contribute to the larger mission, vision, and values of CCPR.
- 2022 — PNR division took responsibility for CCPR Nature offerings to include fee-based programs. The control over curriculum development will provide greater connections with educational experiences that can focus on examples of park restoration projects or other internal stewardship activities.
- 2022 — Nature Keepers program concepts for youth summer programs in 2023 has been a key focus for reinventing the CCPR summer nature program outline.
- 2022 — PNR hired 1st part-time naturalist position to add another facilitator to our ranks to increase program delivery in 2023.
- 2022 — PNR staff were invited to be guest presenters with Blatchley Nature Study Club — presenting on the Pollinator Partnership
- 2022 — 14 free nature programs were delivered as stewardship program delivery continues to be a key component of the PNR Division.
- 2023 — PNR staff were invited to be guest speakers at Midwest Academy, presenting on biodiversity in the parks, Carmel High School, presenting on sustainability, and the Ball State University Wildlife Society, presenting on careers as a naturalist.
- 2023 — Upgraded the Natural Resource Coordinator position to Operations Manager of Natural Resources. The intention to bring a greater focus to Natural Resource Education and give more stability to Volunteerism.
- 2023 — 73 Nature programs ran throughout the year focusing on various natural resource topics. 51 Programs were offered with a participant fee and 22 were offered free to participants.
- Seek National Audubon recognition for habitat and native plant preservation and integration of the park system
- Develop resource management plans for those parks that are preservation designated
 - 2020 — Converted approximately 8 acres of turf/grass to native prairie at Steckley Property
 - 2021 — Year 2 of strategic invasive species mitigation efforts with contracted support from Park Foundation dollars to focus on Vera Hinshaw Preserve sustainable habitat restoration efforts
 - 2021 — 2nd Annual World Habitat Day native tree and shrub planting project at Vera Hinshaw Preserve continuing phased approach to long term restoration efforts
 - 2021 — Woodland Gardens native planting restoration project for Earth Day
 - 2022 — Natural Resource Management Plan was updated to reflect changes in departmental strategies and priorities from the original 2011 version. Preserve property specific plans will be added in 2023.

- 2022 — 3rd Annual World Habitat Day native tree and shrub planting project at Vera Hinshaw Preserve continued phased approach to long term restoration efforts.
 - 2022 — 94.7% survival rate for woody trees and shrubs with Flowing Well restoration and enhancement to support mitigation of disturbed areas from bank stabilization project.
 - 2023 — Continued extensive removal of Honeysuckle on Vera Hinshaw Preserve.
 - 2023 — Planted an additional 75 native trees and shrubs with the help of volunteers on Annual World Habitat Day at Vera Hinshaw Preserve.
 - 2023 — Completed phase one of hazard tree remediation and removal of invasive tree species at River Heritage Park.
 - 2023 — Completed large scale tree planting projects at River Heritage Park and Thomas Marcuccilli Nature Park.
 - 2023 — Natural Resource Management Plans were updated/completed for Vera Hinshaw Park & Preserve, Thomas Marcuccilli Nature Park, and multiple other parks that are not designated as preservations.
 - Provide a diverse selection of facilities and amenities to accommodate indoor and outdoor recreational pursuits
 - Consider developing more health-related amenities in parks (loop trails, art, cultural, outdoor fitness equipment)
 - 2020 — Outdoor cardio equipment was incorporated into park design at Carey Grove Park
 - 2021 — Completed City Center mural project in partnership with Carmel High School (CHS) and the City of Carmel; designed by Caroline Hammonds, a student at CHS
 - 2021 — Clay Township and the City of Carmel began improvements to the existing Japanese Garden honoring Carmel's sister city of Kawachinagano, Osaka, Japan. CCPR will assume maintenance responsibilities for the expanded park upon completion
 - 2021 — 6 pickleball courts were incorporated into construction plans for 2 park sites — Meadowlark and Lawrence Inlow Parks — to be completed in 2022.
 - 2021 — Acquired 63-acre parcel, Thomas Marcuccilli "Nature Park" in Northeast Carmel
 - 2021 — Began preliminary conversations with Sports Methodist Medicine regarding an Outdoor Fitness trail loop; Sports Methodist would construct with input from CCPR; CCPR would enter management agreement once complete (trail open for community use).
 - 2023 — Completed 116th Street tunnel mural project in partnership with Carmel High School (CHS); designed by Emily Garnes, a student at CHS
 - 2023 — Completed Central Park Lagoon trail loop.
 - 2023 — City of Carmel Public Access Defibrillator (PAD) Program initiated. CCPR led efforts by developing the protocol that is utilized by various City partners including police and fire.
 - Consider adding additional assets consistent with park master plans in underserved areas
 - 2023 — Engaged Purdue University to develop concept plans for a proposed Chinese Garden adjacent to the Carmel Clay Public Library and on property owned by Carmel Clay Schools.
 - Develop age segment, facility and program experiences matrix for each park to determine who is being served and who is not
 - 2023 — Purchased subscription to Placer.ai which utilizes data sourced from cellular phones to provide metrics on park use, demographics, etc.
 - Balance and expand program and volunteer opportunities throughout the community
 - Create continuous coordination between Recreation, ESE, and Parks divisions to better utilize existing resources and collaborate between divisions to ensure a balance of program offerings is being maintained throughout the Department

- 2021 — Nature programming gained a new format revolving around 4 core areas that help define areas of focus and responsibility for each division.
- 2021 — Intra-Division quarterly team building initiatives were achieved to promote communication and awareness of the teams strengths and serve an intent of fostering positive culture across divisions.
- 2021 — Unique circumstances created opportunities for staff to support other divisions including subbing in during extreme staffing shortages and staff even permanently transitioned full time employment from one division to another taking advantage of various professional growth opportunities.
- 2022 — Quarterly team building initiatives continued as a priority for divisions to engage and learn from each other.
- 2022 — PNR lead several departmental All Staff meeting agendas to educate the other divisions about PNR responsibilities and park stewardship in general
- 2022 — PNR took responsibility for planning nature programs which includes working closely with R&F staff for program registrations and delivery of content
- 2023 — PNR and ESE worked together to create and recruit new Summer Camp Series and Extended School Enrichment volunteers for a variety of roles.
- 2023 - 73 Nature programs ran throughout the year focusing on various natural resource topics. 51 of those programs were offered with a participant fee with close program structure coordination with R&F and PNR delivery/implementation.
- 2023 — PNR naturalist instruction has been offered to compliment and incorporate into ESE opportunities.
- 2023 — PNR, ESE, & Marketing are working together to offer complimentary marketing strategies that have the potential to enhance enrollment in PNR delivered nature programs.
- Identify populations/demographics in Carmel, Indiana and Clay Township by geographical area
- Construct targeted surveys to determine needs/wants by geographical area
- Ensure that under-utilized parks are represented in program proposal each season
 - 2021 — Nature programs expanded into various CCPR park properties exploring different ecosystems in different areas of the Carmel/Clay community.
 - 2022 — A family is registered in our Adopt A Park program to support 4.5 acre Prairie Meadow Park.
 - 2022 — Invasive species management targeting Monon South Trailhead and Lenape Trace was prioritized to begin systematically moving north along the recreational and biological corridor of the Monon Greenway, specifically targeting bush honeysuckle.
 - 2022 — Volunteer efforts prioritized Cherry Tree Park to target bush honeysuckle and white mulberry.
 - 2023 — Volunteer efforts prioritized River Heritage Park to target garlic mustard and honeysuckle. Several events are planned for this site in 2024 as well.
 - 2023 — An existing Adopt-a-Park participant group expanded their work to include a 3rd area at Meadowlark Park.
 - 2023 — Nature Keepers spent a minimum of one day a week meeting in under-utilized parks and exploring the natural resources in each place.
- Utilize compiled data to formulate program offerings based on the needs/wants of each geographical community
- Ensure a balance of Summer Camp Series opportunities by offering diverse programs at multiple locations throughout the Carmel/Clay community
 - 2021 — SCS offered 12 different camp types, ranging from traditional to specialty offerings, at 6 different facilities spanning the Carmel/Clay community

- 2021 — SCS added 3 new camp types, EnRoute (world travel theme), STEAM team (Science, Technology, Engineering, Arts, Mathematics), and Camp Wayback (exploration of historical time periods)
 - 2022 — SCS held 81 weekly camper spots in 3 popular day camps for campers attending with fee-waivers.
 - 2023 — SCS increased enrollment capacity at the Aletto Family Sports Complex locations by 40 camper spots, reserved for 5–7-year-olds
- Collaborate with CCPR Marketing team to create specialized marketing plans to reach new participants and promote programming at locations outside of the Monon Community Center and Central Park
 - 2020 — Annual recreation survey sent towards latter end of 2020 aimed to begin initial information gathering of data that will be used to assist CCPR in reaching new participants
 - 2023 — Recreation program survey was adjusted to send seasonally to provide more timely feedback to the Recreation team.
 - 2023 — New marketing tactics included working with a local influencer to communicate availability of recreation programs to local families, paid social advertisements for new Nature Keepers half-day camps, and cross-promotion with ESE participants.
- Evaluate current local and nation-wide trends, challenges, and critical health and wellness issues
 - 2021 — Survey data used to help determine fitness trend direction and interest to ensure planned investments support the public's current fitness needs.
 - 2021 — Constant evaluation of COVID-19 climate and impact on daily lives. Continuous change in policies and procedures to help support a safe and healthy place to provide fitness and recreational needs.
 - 2022 — Added an additional summer camp focused on active play.
 - 2022 — Implemented “Leave No Trace” educational component to all summer camps.
 - 2022 — Daily mindfulness techniques incorporated into summer camp activities to promote mental health and wellness.
 - 2023 — Enrichment club offerings with a focus on physical fitness offered at all 11 ESE locations, including mileage (walking) club and BOKS fitness curriculum
 - 2023 — Incorporated mental health as a primary focus of multiple Lunch & Learn programs
- Develop targeted surveys to Monon Community Center members that will help identify wants/needs regarding new and current fitness and wellness offerings
 - 2020 Survey Results:
 - Member Satisfaction — 86% of members surveyed responded with a 4 or 5 star rating
 - Highest Rated Amenities — 1. Fitness Equipment Provided, 2. Group Fitness Offerings, 3. Value of Facility for the Money, 4. Investments made to Equipment and Facility
 - 2021 Survey Results:
 - Member Satisfaction — 84.1% of members surveyed responded with a 4 or 5 star rating
 - Highest Rated Amenities — 1. Fitness Center, 2. Indoor Track, 3. Group Fitness, 4. The Waterpark
 - 2021 — Developed first Waterpark survey sent out to general public.
 - General Satisfaction — 83.4% surveyed responded with a 4 or 5 star rating
 - Highest Rated Reason for Visiting The Waterpark — 1. Location, 2. Amenities, 3. Cleanliness
 - 2023 — Developed first My Monon Rewards survey sent out to MCC members
 - 80% of respondents strongly agreed or agreed that challenges were accessible for all
 - 2023 - R&F and M&C worked together to revamp the Group Fitness Survey
 - Will be sent out to members in Q1 of 2024

- Utilize compiled data to develop innovated and effective fitness and wellness program offerings for all age groups focusing specifically on at-risk populations
 - 2021 — Survey data used to help determine fitness trend direction and interest to ensure planned investments support the public's current fitness needs.
- Ensure fitness and wellness components are integrated into the Extended School Enrichment programs through supplemental enrichment offerings focuses on the needs and current trends surrounding youth demographics
 - 2021 — Daily opportunities for all students to engage in a minimum of 1 hour of physical activity incorporated into ESE programming at all 11 elementary locations.
 - 2021 — Addition of ESE staff training in Mindfulness and Mindfulness breaks for all students, led by staff, incorporated into daily schedule at all ESE sites.
 - 2023 — Addition of Enrichment Special opportunities with a focus on physical fitness like karate, basketball, and obstacle courses.
- Continue to develop volunteers in all aspects of the system through recruitment, training and replacement
 - 2020 — 46 volunteer programs; 1,288 hours (programs/hours impacted by Covid-19 pandemic)
 - 2021 — 52 volunteer programs; 3,494 hours; 878 timesheets (individual participant records)
 - 2021 — participant learning outcomes (PLO's) were developed to deliver added value to our participants experiences with our department
 - 2021 — Survey Results:
 - Participant Satisfaction — 95% of volunteers surveyed responded with a 4 or 5 start rating
 - 2022 — 43 volunteer programs; 3,357 hours; 967 timesheets (individual participant records)
 - 2022 — Survey Results:
 - Participant Satisfaction — 100% of volunteers surveyed responded with a 4 or 5 start rating
 - 2023 — 60 volunteer programs; 3,881.71 hours; 1173 timesheets (individual participant records)
 - 2023 — Survey Results:
 - Participant Satisfaction — 93% of volunteers surveyed responded with a 4 or 5 start rating
- Teach and train staff on how to work with volunteers to maximize their performance
 - 2021 — Staff and Board engaged with volunteer program in several respects including training and awareness
 - PNR staff received education and training to engage as project leaders and serve in multiple support roles throughout the year for various projects
 - A comprehensive effort was launched to evaluate and restructure the volunteer program based on the principles of Experience Design. Through this process the recruitment, onboarding, training, evaluation, and retention of volunteers received an overhaul. The exact steps taken, and outcomes of this process, were presented to CCPR staff Additional training for staff including a presentation at CCPR All Staff Meeting conducted by Volunteer Coordinator included a thorough synopsis on the Volunteer Experience Design
 - 2021 — CCPR Board was educated at September board meeting on progress and growth of volunteer program and natural resource engagement programs
 - 2022 — PNR staff supported volunteer projects as part of their annual performance criteria to ensure a logistical support role is a foundational element of the PNR division program support structure. Staff were trained to serve support roles.
 - 2023 — Volunteer Coordinator led a training session for ESE full-time staff members about the volunteer recruitment and management process.

- 2023 — Volunteer Coordinator worked in conjunction with Inclusion Supervisor to review current Adaptive volunteer offerings and expand to include volunteers in Barrier-Free Theatre.
 - 2023 - PNR staff continue to support volunteer projects as part of their annual performance criteria to ensure a logistical support role is a foundational element of the PNR division program support structure. Staff were trained to serve support roles.
 - Develop a strong recognition program for volunteers in the system
 - 2020 — Event held in January at Monon Community Center, recognized the accumulative annual contributions from 2019; CCPR recognized its top 20 contributors with an awards banquet and door prizes for all in attendance
 - 2021 - The implementation of NEON CRM at the beginning of the year allowed us to strategically implement and document solicitation of in-kind donations as well as apply for several grants. We raised over \$3,000 in in-kind donations and grant awards brought in over \$10,000. The in-kind contributions were largely utilized as direct deliverables to recognize volunteers with gift certificates, food on projects, and other handouts that focused on a theme of fostering sustainability.
 - 2021 — Volunteer spotlights were developed and highlighted through social media, our web page, and through program newsletters.
 - 2022 — Annual Volunteer Appreciation Event held in February at Monon Community Center, recognized the accumulative annual contributions from 2021; CCPR recognized its top contributors with an awards banquet and door prizes for attendees.
 - 2022 — Volunteer spotlights were developed and highlighted through social media, our web page, and through program newsletters.
 - 2023 — Annual Volunteer Appreciation Banquet held in February at the Monon Community Center, recognized cumulative annual contributions from 2022; CCPR recognized its top contributors with awards and door prizes
 - 2023 — A volunteer incentive program was created for launch in 2024. The program structure is based on conducted benchmarking and prioritizes engaging volunteers with existing CCPR programs or assets.
- Continue reinvestments in revenue facilities by adding or replacing amenities
 - Add an additional waterslide to The Waterpark
 - 2021 — Engaged Williams Architects to explore options that expand opportunities for water play that do not increase the need for staffing. Targeted areas include the location of the existing lap pool and kiddie pool area. Also exploring the feasibility of adding additional cabanas.
 - 2023 — Ten additional cabanas added to the Waterpark. Site work also completed concurrently with Cabana project to allow CCPR to re-imagine the space and add a new splashpad amenity.
 - Continue to evaluate need to update fitness equipment on a five-year cycle
 - 2020 — Cybex/Strength Circuit was replaced in first quarter of year, which concluded CCPRs previous five-year replacement cycle; 2021 will resume assessment of needs and implementation of new five-year plan
 - 2021 — New dumbbells ordered at end of 2021. No other capital improvements made to fitness due to COVID-19 impact on budgets.
 - 2022 — Treadmill demo occurred in January to collect member feedback and identify potential replacement options.
 - 2023 — Ordered ten additional Precor EFX ellipticals, added two new Precor stair climbers, two FreeMotion Coach bikes, and new dumbbells to the fitness floor.
 - Identify additional revenue generating opportunities at the Monon Community Center

- 2021 — Continued discussions with Williams Architects on preparation of plans for a new indoor playground in Multipurpose Room-West and improvements to the adjacent Kidzone. Williams is continuing to work with playground manufacturers to explore equipment options
 - 2021 — Engaged in discussions exploring the potential for becoming an Indiana Medicaid Waiver provider facility. Goals for formal cost analysis and proposal to be developed in 2022.
 - 2023 — Re-engaged in development of plans for a new indoor playground in Multipurpose Room-West and improvements to the adjacent Kidzone.
 - Develop an equipment lifecycle replacement program
 - 2021 — Solicited RFPQ's to vendors specializing in Guaranteed Energy Savings Contracts to evaluate mechanical equipment at Monon Community Center/Waterpark and provide possible solutions for consideration
 - 2021 — R&F Capital Replacement Plan created and proposed in Fall 2021 including outline of full Fitness Center replacement schedule.
- Use Key Performance Indicators (KPIs) to drive data-driven decisions regarding services and operations
 - Identify maintenance standards for each park maintained by CCPR
 - 2021 — Recurring work orders automatically populate for weekly/monthly/quarterly preventative maintenance items; 2022 priority is updating maintenance management plans
 - Standards were reduced in 2021 to prioritize custodial roles due to lack of part-time staffing
 - 2022 — Maintenance standards were updated and documented during a review and update to the Maintenance Management Plan.
 - 2023 — Transferred all recurring maintenance calendar items from Cleantelligent software into the new Ameresco software as “preventative maintenance events” to ensure continuity of maintenance tasks.
 - Continuously evaluate staff, equipment, and resources needed to achieve community expectations
 - 2020 — Approved 2021 budget begins to ramp up field staff and key management position with PNR, while additional supervisory and technical staff will be requested in subsequent years to effectively manage CCPR resources
 - 2021 — New FT staff hired to fulfill increasing level of service expansion throughout community including Monon corridor
 - Equipment replacement items were tabled to conserve funding due to pandemic; anticipate replacing UTVs in 2022 with thousands of miles reaching maximum lifecycle due to quality preventative maintenance but anticipating an end to that optimism — utilizing equipment replacement plan standards; other heavy equipment is also qualified at end of life
 - Operations budget increases to meet demands of high use facilities and increasing overall sum of restroom facilities to deliver quality levels of service with new assets.
 - 2022 — 2 new FT custodial maintenance technicians were added to the PNR roster. The positions were set up by reducing total number of part-time positions and repurposing those dollars to attract FT applicants and create a more sustainable staff position in an area of essential responsibilities.
 - 2022 - Operations budget increases to meet demands of high use facilities and increasing overall sum of restroom facilities to deliver quality levels of service with new assets
 - 2022 — Conversion of our fleet began by initiating a lease program to reduce overall capital expenses of new vehicle purchases and shift expenses to operating budget.
 - 2022 — Multiple staff transitions occurred for various reasons, but included internal promotions and external hiring to fill various areas of need within the PNR division.
 - 2023 — Overnight automated locks were added to West Park, Dog Park, Founders Park, and Monon South Trailhead restroom facilities.

- 2023 — Completed installation of new camera surveillance systems at West Park and Founders Park.
- 2023 — Pickleball court fence reinforcement underway at Lawrence Inlow Park.
- 2023 — Completed capital maintenance drainage repairs for Dog Park mulch area.
- 2023 — Purchased new John Deere utility tractor for general park usage and a small John Deere garden tractor for trail maintenance tasks at River Heritage Park.
- Continuously manage to maintenance standards and track the unit of cost to achieve the standard
 - 2021 — Preventative maintenance inspections gained additional recurrence with higher level reviews
 - Working out measurables to identify rough figures for total operation costs per property with new assets that were completed in 2021 and those that will be completed in 2022 as well as existing assets
 - 2022 — Updates to the Maintenance Management Plan provided a revised list of standards and establishes criteria for tracking unit costs
 - 2023 — Began using Ameresco Maintenance Planner software that can gather data and produce reports on costs and labor used to support assets.
 - 2023 — Updated SOP on playground inspections to reflect the use of new software.
 - 2023 — Developed tracking records for custodial maintenance across PNR division. We can accurately register the expense to clean any given property for any given timeframe. An example of the data tells us that the annual accumulative (labor & supplies) cost is \$148,470.24 for custodial efforts. This figure does not include soft costs, strictly the hourly labor of the cleaning activities combined with restocking supplies.
- Evaluate annually the amenities that need to be update in existing parks
 - 2020 — CTIP assisted CCPR in expediting replacement of playgrounds, parking lots, and other infrastructure that had reached end of life.
 - 2020 — CCPR utilizes regular re-occurring park inspections to address operating and capital replacements as needed
 - 2021 — Utilization of quarterly field staff inspections in addition to annual inspections by higher level staff to determine large priorities for capital maintenance updates and improvements
 - Inspections identified need for a large re-investment at Founders Park playground to meet standards as surfacing is completing life cycle on schedule. Parking lot will likely be a large reinvestment as well. Drinking fountain is due for a replacement and fiber expansion has created opportunities for improving security on site.
 - Inspections identified Monon trailhead locations for further updates after receiving several site improvements through kiosk sign project. Next targets will include at a minimum replacing RR doors and adding site security with adequate network connectivity.
 - 2022 — Quarterly field staff inspections continue to document and plan regular and capital maintenance improvements.
 - 2022 — Annual park inspections include condition assessments for tracking amenities that need maintenance as well as asset life cycle expectations.
 - 2023 — Made asphalt repairs to parking lots at Founders and Central Park, and to the lagoon perimeter trail in Central Park.
 - 2023 — Resurfaced floors in existing restrooms with epoxy coating and began to paint interior walls with consistent colors.
 - 2023 — Completed staining of Central Park east picnic shelters and restroom building.

1.1.3 ENSURE THE LONG-TERM SUSTAINABILITY OF THE PARK AND RECREATION SYSTEM:

- Develop long-term funding plan and implement Lifecycle Asset Management Plan

- Maintain and update the Asset Management Plan as new assets are incorporated to the system and items are updated
 - 2021 - Asset management plan updated with new asset infrastructure included unit cost data
 - 2023 — Began transition of Asset Management Plan and Work Order software to Asset Planner. Implementation of software to begin in 2024.
- Track capital costs to ensure the dollars allocated in the Asset Management Plan are consistent
 - 2023 — Asset Planner software will help allocate capital costs consistently.
- Update amenities as they reach their end of life
 - 2020 — CTIP assisted CCPR in expediting replacement of playgrounds, parking lots, and other infrastructure that had reached end of life.
- Establish a dedicated funding source for capital improvements in all parks
 - 2021 — Meeting with Mayor Brainard, City Councilors, Township Board Members, and Park Board met in April to begin identifying viable solutions to address. Based on initial discussions, all parties supported investigating the feasibility of a Special Taxing District Bond issued through the Township. CCPR is working with the Township's accountant to conduct assessment.
- Continue and expand conservation management practices throughout park system
 - Demonstrate the cost benefit of urban conservation management with elected officials
 - 2021 — September Park Board meeting presentation with PNR staff to illustrate community engagement strategy, growth, and value of hands on stewardship
- Partner with public, private, and non-profit sectors to satisfy community needs for facilities with high construction and/or operating costs
 - Continue to partner with local agencies on joint development of properties
 - Develop feasibility studies and business plans for all new recreation facilities being considered
 - 2021 — PROS Consulting prepared feasibility study for former Orchard Park Elementary School site. Study confirmed that the site could be a viable location for expanding summer and out-of-school camps. Information passed along to Carmel Clay Schools in order to facilitate further conversation on renovations needed in order to move partnership forward
- Expand environmental education and park stewardship programming to increase appreciation for natural resources
 - Develop program offerings and opportunities designed around the intent for the Department to gain tangible benefits as a result of the skills obtained by participants
 - 2020 — Continued implementation of Citizen Science and Adopt a Park programs involving water quality assessments, bird monitoring, native and invasive plant monitoring, and park stewardship projects such as planting native trees and shrubs at sites that had invasive species (honeysuckle, etc.) removed
 - 2021 — Adopt A Park programming grew from 4 participants to 13
 - 2021 — Citizen Science programming grew participation to reach a threshold that is now capping participation in certain categories, while also planning for expansion in 2022 with mycology
 - Additional PNR staffing is required to sustain additional growth
 - 2022 — Adopt A Park programming added 2 new participant groups and expanded 1 existing participant group to engage a 2nd area.
 - 2022 — Citizen Science programming grew participation hours in multiple categories including: 16% increase in birding; 11% increase in bluebird nest box monitoring; 81% increase in Hoosier Riverwatch; 140% increase in Pollinator Partnership.
 - 2023 — Adopt-a-Park programming added 4 new participant groups and expanded 1 existing participant group to engage a 3rd area.
 - 2023 — Citizen Science continues to grow in participants and volunteer hours reaching 867.55 hours.

- Develop program offerings and opportunity coordination between divisions to create a reciprocal feed of participants between skill-based instruction (fee-based) and application-based instruction (park system benefit)
 - 2020 — Junior Ranger program developed in 2020 but due to Covid-19 pandemic will not be rolled out until 2021.
 - 2021 — Nature programming growth in active participation through Citizen Science and volunteer stewardship has created a need for developing pre-requisite content that participants can enroll in as a fee-based initial skill based learning opportunity and then apply for stewardship enrollment with built in training to CCPR standards.
 - 2022 — Hoosier Riverwatch pre-requisite was developed and used during Master Naturalist fee-based learning opportunity. Additional pre-requisites are scheduled for 2023.
 - 2022 — Anticipated Jr Ranger program — changed to Nature Keepers program and under PNR development for 2023 program delivery.
 - 2023 — ESE and SCS programs partnered with PNR staff to offer environmental education opportunities to participants.
 - 2023 — Nature Keepers was introduced in June and ran for eight weeks.
- Strengthen the infrastructure for informal/unstructured, yet educational, opportunities throughout the CCPR park system
 - 2020 — Added tangible educational resources to field staff vehicles for impromptu opportunities to engage visitors when available
 - 2020 — Interpretive signage added to Founders Park in Spring 2020 utilizing Rain on Main funds
 - 2020 — Flowing Well interpretive signs are in final stages of production and will be installed in 2021 utilizing CTIP funds
 - 2020 — Utilized social platforms to assist with community education on random environmental related topics and nature specific events including native trees, plants, winter solstice, migratory birds, clean water act, world soils day, America Recycles day, etc.
 - 2021 — Nature-based programming incorporated into both ESE and SCS programs, including creek stomping, fishing, nature walks, flora/fauna identification, etc.
 - 2021 — Celebration of Earth Day at all ESE locations with educational and environmental awareness curriculum share with all participants
 - 2021 — Staff attempted to gain additional engagement with park visitors through informal interactions in the parks and allowed for impromptu conversations and general awareness of certain stewardship principles and general management priorities such as adverse effects of stacking rocks in Cool Creek and benefits of shoreline stabilization as well as native species benefits.
 - 2022 — Continued to build on prior initiatives mentioned above.
 - 2023 — Staff developed an ESE-wide Junior Counselor offering for 4th and 5th grade participants, empowering them to provide leadership and role model skills for younger students.
 - 2023 — Continued to use the “My Park Series” for impromptu interaction and education for park visitors
 - 2023 - Continued using Natural Events like an annular eclipse and Natural Holidays like “National Trails Day, to give free education and increase awareness for the public.
- Achieve 100% cost recovery for Recreation & Facilities Division and Extended School Enrichment Division
 - Tracking of true costs of service needs to continue to be updated annually
 - Continue to seek outside funding of taxes and user fees
- Examine internal and external communication efforts regarding financial operations of system
 - Update the Marketing Plan to educate new residents on available parks and programs provided by CCPR
 - Develop a cost benefit assessment of the use of advertising for programs and the ROI

- Ensure employees understand the cost-recovery goals and the reasoning
 - Complete a long-term financial plan for the system and share with all employees
- Update or develop business plans for revenue facilities and programs
 - Update business plans to evaluate all aspects of the site to maximize revenues and keep costs in check
 - 2023 — Began business plans for the Monon Community Center and the Extended School Enrichment/Summer Camp program as part of the 2024 — 2028 Parks and Recreation Master Plan.
 - Continue to market the Monon Community Center as a premiere signature facility in the Midwest
- Identify and pursue opportunities to expand earned-income and other funding sources
 - Establish a new dedicated funding source
 - Continue to seek new earned income opportunities
 - 2023 — Ten additional cabanas added to the Waterpark. Site work also completed concurrently with Cabana project to allow CCPR to re-imagine the space and add a new splashpad amenity.
 - 2023 — Re-engaged in development of plans for a new indoor playground in Multipurpose Room-West and improvements to the adjacent Kidzone.
 - Explore a park bond issue or other financing resources
 - Consider a new position to develop earned income opportunities
 - 2023 — Hired Resource Development Coordinator to help CCPR solicit sponsorships/donations, coordinate grants, and develop other opportunities.
 - Seek additional opportunities through grants and sponsorships
 - 2021 — The Hamilton County South River District/Conner Prairie Westside Expansion was selected as one of the signature projects for WR-ROI. This potentially positions the White River Education and Ecology Center to receive up to \$7.3 million if WR-ROI is successful in securing READI grant. Hamilton County also committed up to \$1 million for the ecology center if the project receives funds through READI grant.
 - 2021 — Submitted Next Level Trails grant application to the Indiana Department of Natural Resources in hopes of securing state funding for the development of the north extension of the White River Greenway.
 - 2023 — Submitted Next Level Trails grant application to the Indiana Department of Natural Resources in hopes of securing state funding for the development of the south extension of the White River Greenway.
 - 2023 — Met with representatives from the Indiana Department of Natural Resources to discuss Land and Water Conservation Funds for Bear Creek Park.
 - 2023 — Received several sponsorships including \$10,000 for staff development.
 - Track unit costs and pricing alternatives for achieving cost-recovery goals
 - Seek to develop a corporate partner to provide funding mechanism for fee waivers offered by the department

1.2 “FOURWARD” FOCUS

While CCPR should strive to achieve all recommendations outlined within this Master Plan, the following represent the top priorities for the next five years. Achievement of these will require the sustained effort and support of the community, elected officials, Park Board members, and CCPR to accomplish. Successfully implementing these objectives will ensure CCPR remains responsive to the identified needs of the community and positions itself to remain one of the best managed park and recreation systems in the country. The following outlines the key recommendations:

- **Carmel White River Regional Corridor**
 - River multiuse trail and working with partners to establish a regional system
- **West Regional Corridor**
 - West Park development and working with partners (e.g., Dads Club, Schools, County, etc.)
 - Northwest side park
- **Reimagine Existing Parks**
 - Develop new master plans for Carey Grove, Cherry Tree, Flowing Well, Hazel Landing, Meadowlark, and River Heritage Parks
 - Make a significant improvement within each existing park
- **Celebrate Nature**
 - White River Corridor
 - West Park redevelopment
 - Flowing Well
 - Environmental education and park stewardship programming

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This Month's Articles

Fit Fun Family

LINDSAY CONNER ♦ JANUARY 15, 2024

With the hustle and bustle of everyday life, finding the time to exercise can be challenging — especially as a family with young kids. However, maintaining a healthy and active lifestyle is possible, no matter how busy life gets! Here are some fun ways to incorporate fitness into your family's daily routine, helping you stay active and healthy together.

Family Walks or Bike Rides

Encourage your kids to appreciate the beauty of the natural world while burning off some energy.

Indianapolis offers an abundance of scenic parks perfect for family hikes, such as Fort Harrison State Park, Eagle Creek Park, Virginia B. Fairbanks Art and Nature Park and Holliday Park, to name a few. If your kid likes to bring a bike or scooter, they can easily do so on the Monon Trail or the White River Canal Walk. Consider planning weekly or bi-weekly nature walks as part of your family's routine so you can explore the great outdoors together.

Outdoor Games and Sports

The family that plays together ... has more fun! Organizing outdoor games and sports activities is a great way to promote physical activity and friendly competition between kids and grown-ups. You can easily do this right in your yard with games like badminton, cornhole, bocce ball and croquet. Additionally, local parks and community centers have basketball courts, soccer fields, and tennis and pickleball courts where your family can enjoy a friendly game. During the warmer months, the Riley Children's Health Sports Legends Experience at The Children's Museum is a great way to introduce young kids to a variety of sports, including mini golf. Don't forget about active outdoor games like tag, hide and seek, or capture the flag.

Family-Friendly Gyms

Joining a family-friendly gym can be an excellent way to stay active together. Look for fitness centers in your area that offer family memberships and family-oriented activities, such as the Monon Community Center or your local YMCA. Many gyms provide dedicated family zones equipped with activities like swimming pools, climbing walls, and workout equipment suitable for children and adults. These facilities often offer classes and activities tailored for different age groups, making it a fun and interactive experience for the whole family.

Home Workout Sessions

If you prefer to exercise within the comfort of your home, family workout sessions can be a great option! Look online for beginner-friendly exercise videos, free apps, and subscriptions that offer guided workouts. There are even some great video games that incorporate sports and fitness. Getting your kids started with aerobics, strength training, or yoga alongside you can yield multiple benefits, including the flexibility to fit it into your family's daily schedule. Kids of all ages might enjoy finishing off the night with a spontaneous living room dance party, which provides a great cardio workout.

Fitness Challenges

Want a sneaky trick for getting kids involved in fitness? Make it a challenge! For example, see who can do the most push-ups, sit-ups or hold a plank the longest. Have the kids help you set up an obstacle course in the backyard using household objects or in the living room using pillows, furniture and household items, and time each family member as they go through it. You'd be surprised how much cardio you can add by incorporating stair climbing into your route.

Fun Ways to Get Your Kids to Eat More Mindfully

- **Incorporating exercise into your family's daily routine is just one aspect of a healthy lifestyle. Getting kids excited about eating nutritious foods is equally important! Here are some tips to make healthful eating more enjoyable for your little ones.**
- **Get Them Involved:** Let your children be part of the meal planning and preparation process. They can help choose recipes, shop for ingredients, and even assist in the kitchen. Kids are more likely to eat foods they've had a hand in making.
- **Make Healthy Choices Fun:** Turn mealtime into a fun adventure. Create themes for dinners, like "Taco Tuesday" or "Salad Bar Sunday." Let your kids build their own tacos or salads with a variety of nutritious ingredients.
- **Limit Sugary Drinks:** Encourage your children to drink water or unsweetened beverages with meals and set the juice boxes aside. You can infuse water with fruits or herbs to jazz up plain water and make it more exciting!
- **Offer Healthy Snack Options:** Keep healthy snacks readily available. Cut up fruits and vegetables, storing them in easily accessible containers. When healthy options are convenient, kids are more likely to choose them.
- **Set a Good Example:** Children learn by observing. Be a role model for your kids by making healthy food choices yourself. When they see you enjoying nutritious meals and snacks, they'll be more inclined to do the same.

Balancing a busy family schedule with a commitment to exercise may seem challenging, but it's entirely achievable! And remember, when it comes to physical activity, making it fun and engaging can go a long way in encouraging your kids to participate.

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Carmel parks, redevelopment officials take steps to resolve differences on use of park impact fees



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BY ANN MARIE SHAMBAUGH ON JANUARY 19, 2024

CARMEL COMMUNITY

As local officials clash over the fate of park impact fees in court, leaders of the two departments staking claim to them are aiming for better communication and collaboration regarding their use moving forward.

The Carmel City Council's land use committee met Jan. 19 to discuss a proposed amendment to the Unified Development Ordinance that would transfer authority to waive park impact fees from the Board of Public Works to the council. A park impact fee of \$4,882 is tied to each new dwelling unit constructed in the city and — if it's not waived — is used by Carmel Clay Parks & Recreation to expand the park system for a growing population.

In the last decade, the BPW — an appointed board — has granted more than \$25 million in park impact fee waivers, with approximately half of that total approved in December 2023. In doing so, an equivalent amount of funds has gone to the Carmel Redevelopment Commission for the addition of urban park amenities, such as Midtown Plaza or the Palladiscope, or as cash payments into the CRC's urban parks fund for yet-to-be-identified projects.

At the Jan. 19 land use committee meeting, CRC director Henry Mestetsky said he and CCPR Director Michael Klitzing have historically worked well together on projects involving both entities, and he is committed to ensuring that becomes the norm again.

"There was a period at the end of the last (mayoral) administration where a bunch of agreements went through BPW," Mestetsky said. "I was not working in concert with (Klitzing) like I could have been, and that won't happen again."

In December 2023, just before the BPW approved the latest round of waivers, a judge declined to grant an emergency restraining order sought by CCPR to prevent the BPW from waiving additional impact fees.

CCPR is actively seeking an injunction in Hamilton County court but agreed to extend the timeline for the City of Carmel to file its response to give both sides time to negotiate and minimize legal fees, Klitzing told Current.

At the committee meeting, Mestetsky said the waiving of park impact fees is often a crucial negotiating tool in landing quality redevelopment projects.



Henry Mestetsky



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"I don't want to put park impact fees into (CRC) projects, I want them to fund park infrastructure, but there are cases where we need flexibility," he said. "I don't want to go fund (amenities like pavers) just for fun to help a developer. I want to put it in the urban parks fund so we can fund (projects like) the Japanese Garden. Some of the developments just won't happen without all the assistance they can get."

Mestetsky said developers won't fully commit to a project until it receives council – which he described as "political" – approval, which happens when the council OKs bonds early in the process. Typically, redevelopment projects do not come back to the council after that occurs. Specifics regarding associated park impact fees are typically determined a year or more later, meaning a looming second council vote might become a deterrent to developers, Mestetsky said.

To increase transparency and council oversight, Mestetsky suggested including information about how park impact fees are expected to be used as part of the information presented to the council when it votes on bonds but leaving the vote with the BPW. For projects that aren't set to use all the park impact fees dollars generated, he proposed the excess amount go to the urban parks fund and that the city council vote on how they are spent. Currently, only the CRC has authority to spend urban park fund dollars.

The committee did not vote on Jan. 19 on the UDO amendment. That is expected to occur at a meeting set for 6 p.m. Feb. 7. The full city council will have the final vote on the matter.

MORE HEADLINES

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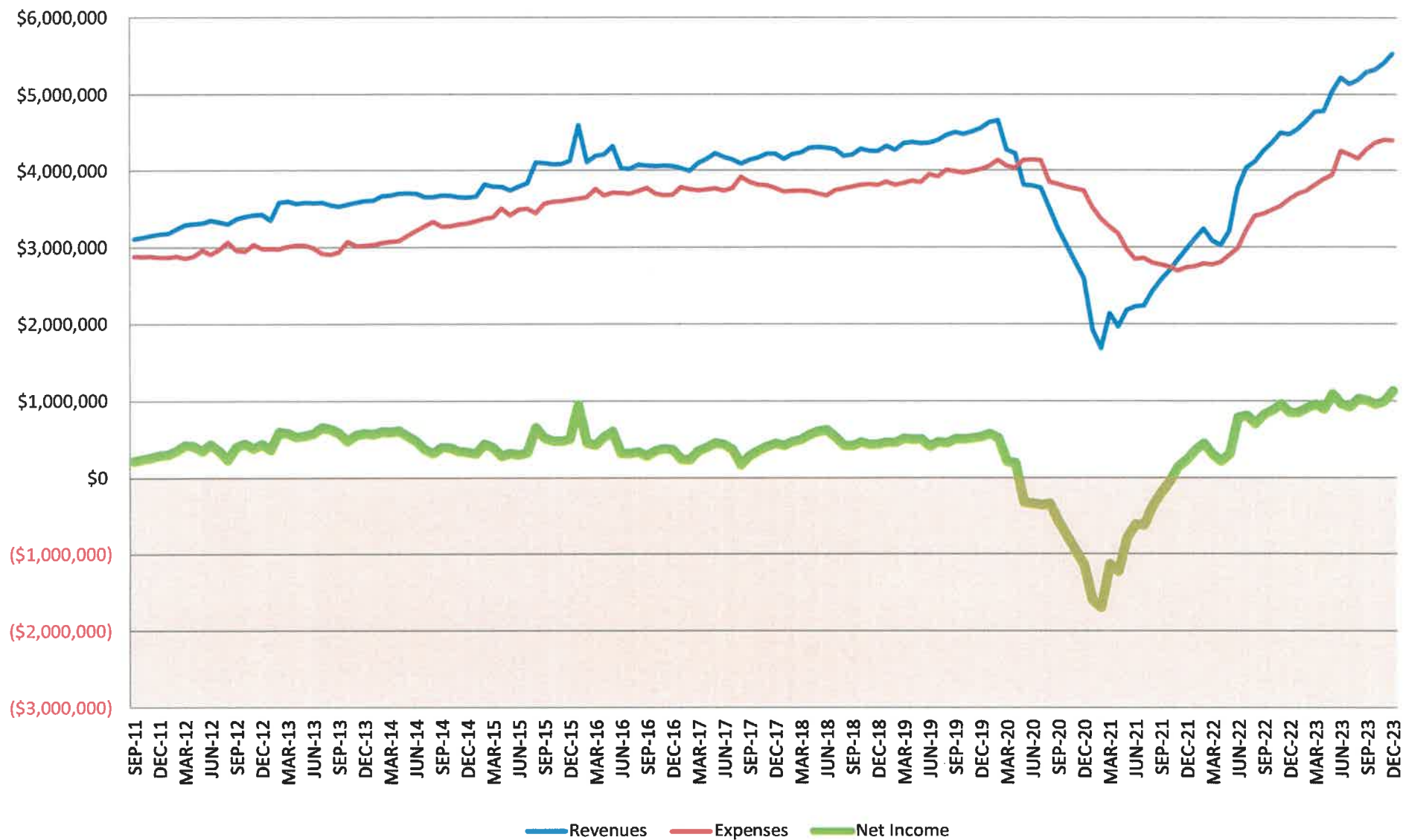


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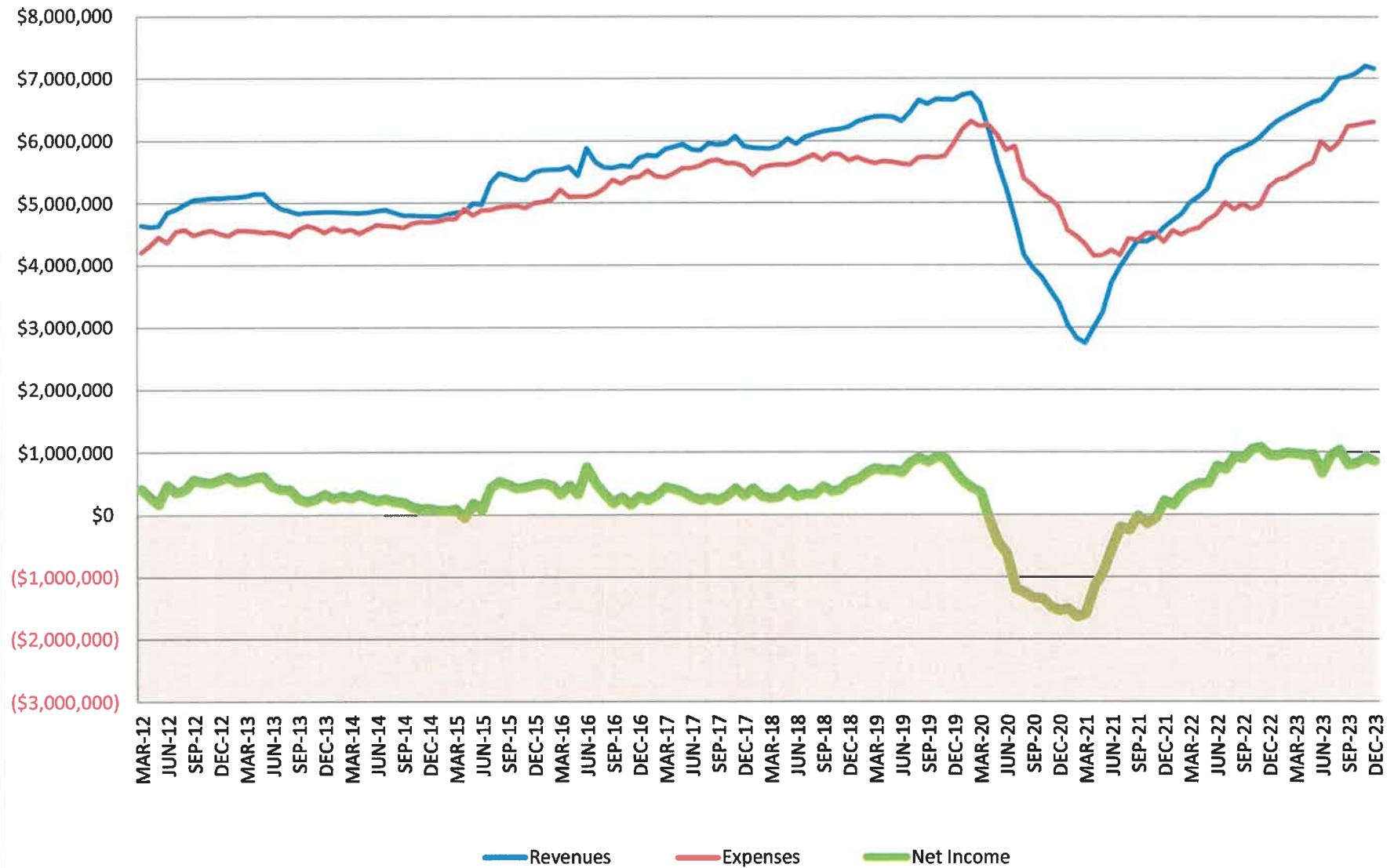


FUND 108 - EXTENDED SCHOOL ENRICHMENT
12-MONTH TRAILING FINANCIALS - 12/31/23



FUND 109 - MONON COMMUNITY CENTER

12-MONTH TRAILING FINANCIALS - 12/31/2023



MONON COMMUNITY CENTER PASS REPORT

JANUARY 2024

- NET CHANGE -

	ANNUAL	MONTHLY	OTHER	TOTAL	% ¹	PREV. MONTH	PREV. YEAR
<u>MCC MEMBERSHIP PASSES</u>							
Youth	6	342		348		14	30
Adult	44	3,012		3,056		33	187
Senior	14	349		363		14	14
Senior (<i>Legacy Pricing</i>)	10	71		81		(4)	(20)
Military	0	24		24		(3)	(10)
Household	12	1,190		1,202		54	119
MCC Passes	86	4,988		5,074		108	320

Add'l HH Members				4,476		183	420
MCC Members				9,550	63%	291	740

CORPORATE MEMBERSHIP PASSES

Youth	0	8		8		0	2
Adult	5	282		287		3	15
Senior	0	25		25		0	3
Senior (<i>Legacy Pricing</i>)	0	0		0		0	0
Household	5	123		128		5	1
Corporate Passes	10	438		448		8	21

Add'l HH Members				459		19	(5)
Corporate Members				907	6%	27	16

INSURANCE-PAID MEMBERSHIP PASSES

Prime			1,134	1,134		152	53
SilverSneakers			1,033	1,033		136	164
Active&Fit			957	957		143	282
Silver&Fit			234	234		34	76
Optum-Renew Active			1,229	1,229		166	181
Insurance Passes/Members			4,587	4,587	30%	631	756

TOTAL PASSES	96	5,426	4,587	10,109		747	1,097
Percent of Total Passes	1%	54%	45%				

TOTAL MEMBERS				15,044		949	1,512
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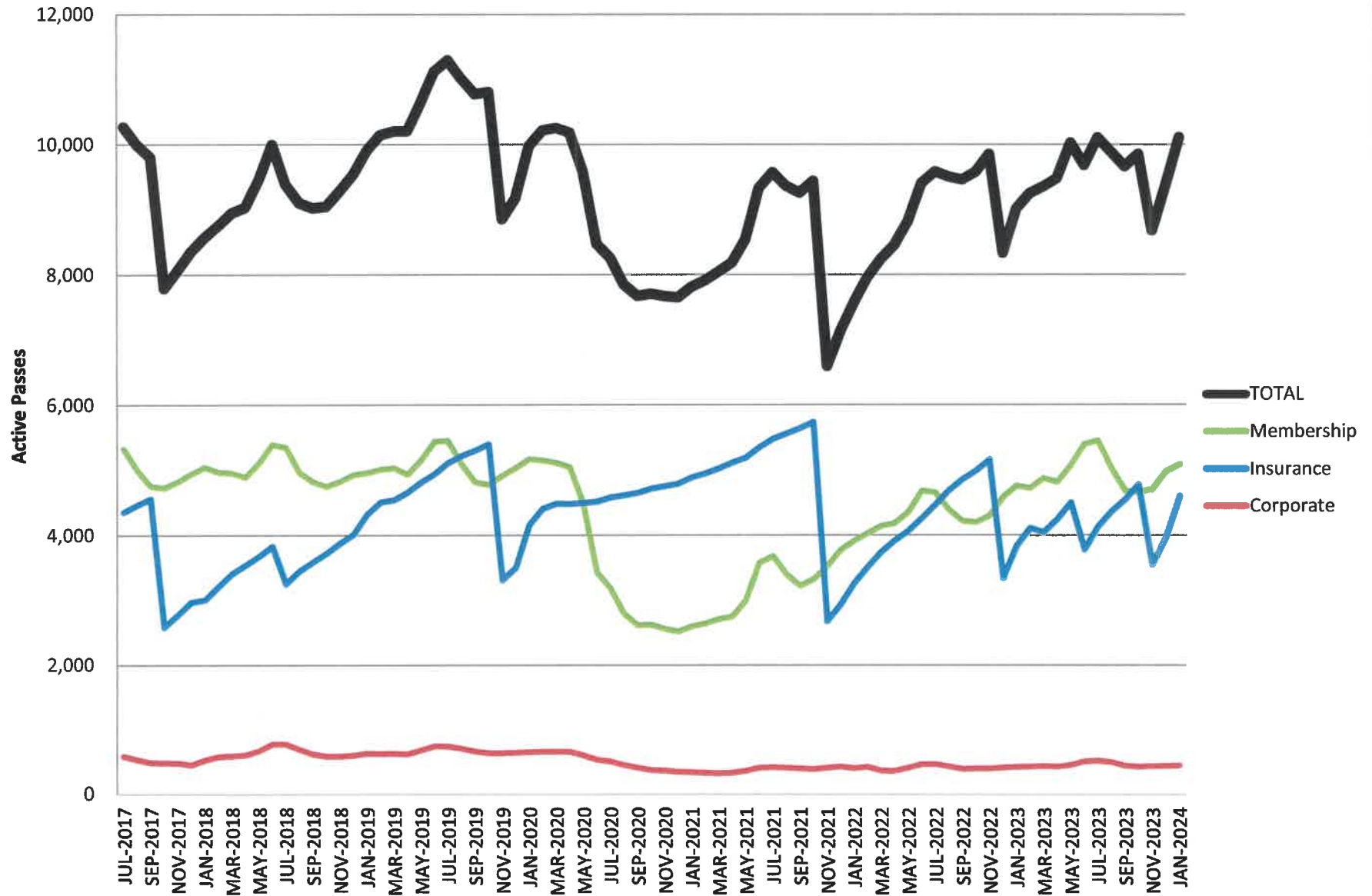
¹ Percent of Total Members

CARMEL CLAY TRACK PASSES

Track Passes				1,553		215	176
Carmel Clay Track Passes				1,553		215	176

MONON COMMUNITY CENTER

ANNUAL, MONTHLY & INSURANCE PASSES AS OF 1/31/2024



EMPLOYMENT REPORT | JANUARY 2024

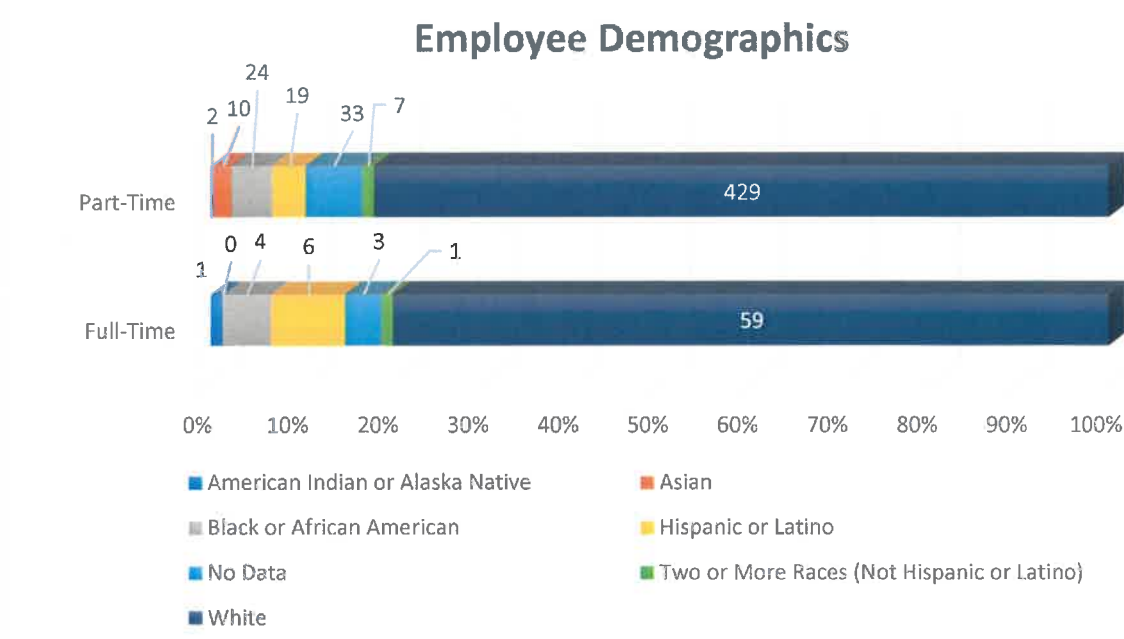
Employee by Status	Full-Time	Part-Time	Subtotal
All Employees ⁱ	74	607	681
Leaves of Absence ⁱⁱ	0	83	83
Period Ending Totals	74	524	598

ⁱ Includes employees in "Active" and "Leave" status.

ⁱⁱ "Leaves of Absence" count includes seasonal employees.

Employment by Division	Full-Time	Part-Time	Subtotal
Executive	3	0	3
Administration + Planning	9	3	12
Extended School Enrichment/SCS	24	194	218
Marketing + Communications	4	1	5
Parks + Natural Resources	17	12	29
Recreation + Facilities	17	314	331
Period Ending Totals	74	524	598

Employee Demographics



Employee Demographics	Full-Time	Part-Time
American Indian or Alaska Native	1	2
Asian	0	10
Black or African American	4	24
Hispanic or Latino	6	19
No Data	3	33
Two or More Races (Not Hispanic or Latino)	1	7
White	59	429
Total:	74	524

EXTENDED SCHOOL ENRICHMENT | January 2024

ESE 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.

After School Program

Participation Rates

Total Registered Students (as of 1/31/24)	1,674
Comparison from Jan 2023 to Jan 2024	-221 (Jan 2023: 1,895)
Average Daily Attendance per School in Jan	88 participants (Jan 2023: 83)

Carmel Clay Schools (CCS) Employee Discounts (Fee Waivers)

Total Number of CCS Employees Receiving ESE Discounted Rates	124
Total Value of CCS Employee Discount Fee Waivers for Jan 2024	\$15,976.50

ESE January 2024 Staff Star

Carmel	Logan Rust
Cherry Tree	Max Ledingham
Clay Center	Marsha White
College Wood	Nicole Ambrogi
Forest Dale	Eli Barton
Mohawk Trails	Maia Koeneman
Prairie Trace	Michelle Yerkeson
Smoky Row	Yash Kukreja
Towne Meadow	Makenzie Burns
West Clay	Claire Preston
Woodbrook	Kendall Wien

Program Highlights

On Dec 15, two of the top RICHER "Right"-Up earners from each school were invited to attend the ESE RICHER Bingo event. The students and accompanying family members had a blast playing bingo for a chance to win some amazing prizes! Congratulations to all for being great examples of the ESE RICHER principles.



RECREATION & FACILITIES REPORT | January 2024

MONON COMMUNITY CENTER / THE WATERPARK

- The R&F team welcomed a new full time Member Services Supervisor, Joyce Budziszewski, to fill the open position.

Annual/Monthly Memberships Sold/Rejoined

JAN 2024	Previous Month	Previous Year
798	726	788

Day/Punch Pass Visits

JAN 2024	Previous Month	Previous Year
2,735	2,463	3,124

Total Member Visits

JAN 2024	Previous Month	Previous Year
60,510	47,535	55,800

Group Fitness Class Participation

JAN 2024	Previous Month	Previous Year
13,066	9,647	11,223

Corporate Wellness Package

	Total
Participating Companies	16
Passholders	907

RECREATION PROGRAMMING

- We offered 79 general recreation programs and served 952 participants.
- Total served including Group Fitness classes was 14,018 participants.

**Administration & Planning Division
Gift Fund 853 Report
January 2024**

Designated For	Beginning Cash Balance	Current Month Revenues	Current Month Expenses	Ending Cash Balance
Bear Creek Park	\$ 68,815.11	\$ -	\$ -	\$ 68,815.11
Interpretive Signage	\$ 13,309.71	\$ -	\$ -	\$ 13,309.71
Invasive Species Mgmt/Restoration	\$ -	\$ -	\$ -	\$ -
Central Park North Woods	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Pedal & Park	\$ 5,917.92	\$ -	\$ -	\$ 5,917.92
Staff Appreciation	\$ 1,231.95	\$ 100.00	\$ 120.00	\$ 1,211.95
Staff Professional Development	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Volunteer Program	\$ 90.52	\$ -	\$ -	\$ 90.52
West Park	\$ 2,160.00	\$ -	\$ -	\$ 2,160.00
James Engledow Memorial	\$ 2,750.00	\$ -	\$ -	\$ 2,750.00
Monon Greenway Dog Pots	\$ 500.00	\$ 500.00	\$ -	\$ 1,000.00
Recreation Programming	\$ -	\$ 250.00	\$ -	\$ 250.00
Undesignated (General)	\$ 12,505.57	\$ -	\$ -	\$ 12,505.57

Month End Cash Balance **\$ 120,010.78**

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.*

DocuSigned by:

Eric Mehl

ABD9ED7CD9E041C

Administration & Planning Director

MARKETING & COMMUNICATIONS REPORT | January 2024

TEAM HIGHLIGHTS

- Ingrid Garcia joined the Marketing & Communications team as our marketing coordinator. Ingrid will oversee our social media channels, website, and reporting. Her first day was Jan. 29.

SOCIAL MEDIA *This month, these were our top posts across all platforms.*



Top Facebook Post

MCC Membership

28 Engagements
3,791 Impressions

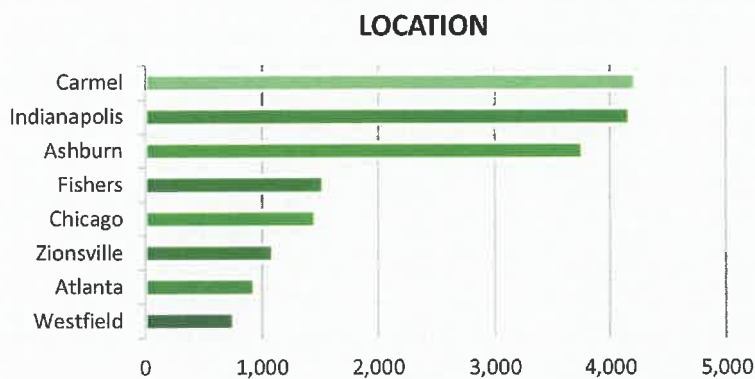


Top Instagram Post

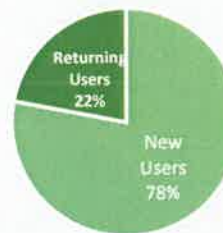
MCC Fitness Instructor

54 Engagements
2,667 Impressions

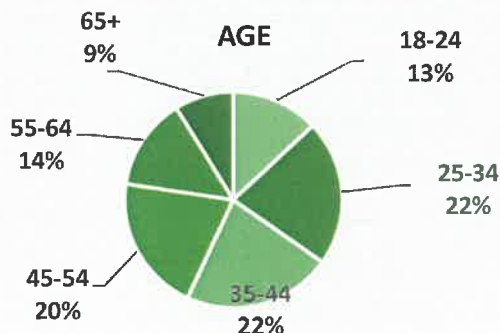
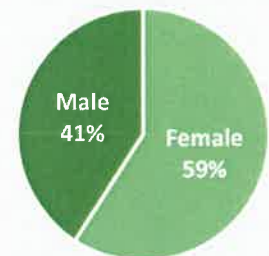
WEBSITE *This month, the website had the following page views from the user demographics listed below.*



NEW VS. RETURNING USERS



GENDER



TOTAL PAGE VIEWS TOP WEB PAGES

MCC
Active-Home
Home Page
Group Fitness
Active-Membership

133,666

PAGE VIEWS

27,674
9,020
8,701
7,324
7,302

% OF TOTAL

20.7%
6.75%
6.5%
5.48%
5.46%

EARNED MEDIA

- **IndyStar | Carmel to widen Monon for more plaza space using disputed funds**
- **Town Planner | Christmas Tree Recycling in Carmel**
- **Current Publishing | Proposed resolutions to waive park impact fees from Carmel Board to City Council**
- **BNN Breaking | Carmel City Council Members Propose Authority Shift Over Impact Fee Waivers**
- **Inside Indiana Business | Whitestown junkyard redevelopment proposal to face test**
- **Town Planner | Tai Chi Open House**
- **IndyStar | Lilly making record donation to help Indiana towns, Holcomb says in last State of the State**
- **Hamilton County Reporter | Two NHS students among 'Rising Stars'**
- **NBA | NBA All-Star 2024 Host Committee Announce 24 Legacy Grant "Rising Stars"**
- **Indy's Child | Fit Fun Family**
- **Current Publishing | Carmel Parks, redevelopment officials take steps to resolve differences on use of park impact fees**
- **Town Planner | Carmel Park's Wonders of the Whistle Pig**
- **Current Publishing | Carmel community events – February 2024**
- **Good Day Carmel Newsletter | Holiday Tree Recycling**
- **Good Day Carmel Newsletter | Holiday Tree Recycling Recap**

PARKS & NATURAL RESOURCES REPORT | January 2024

NATURE PROGRAM PARTICIPATION

DATE	PROGRAM	ATTENDANCE/REGISTERED
1/2 -1/5	Nature Keepers ½ Day Camp	7/7
1/13	Cadette – Night Owls	1/5
1/20	Brownie – Home Scientist	15/15
January	Total Registrations	27

VOLUNTEER SERVICE PARTICIPATION* As of 1/2/2024

PROGRAM CATEGORY	HOURS	TIME SHEETS
Adaptive	35.75	15
MCC Programs	2.00	2
ESE / Summer Camp Series	0	0
Adopt-A-Park	29.75	9
Park Stewardship (Independent Service, Group Projects, Public Volunteer Projects)	0	0
Citizen Science	19.00	9
TOTALS	86.50	35

PARK OPERATIONS

- Flowing Well pump replaced. New pump placed lower down in well shaft to guard against dry running.
- New perimeter fencing installed at Westermeier Commons splashpad and playground areas.
- Fence reinforcement project at Inlow pickleball courts is now completed.
- Multiple services performed on several assets to combat freezing and heaving issues in various locations.
- Installed new Adopt A Park signs at Monon Greenway, Meadowlark and Woodland Gardens.
- Annual service on aerator pumps at Central Park lagoon.
- Repairs and maintenance on PNR equipment barn.
- Joined City of Carmel Incident Management Team meetings to collaborate Total Solar Eclipse day planning process.
- Snow and ice management responses on multiple occasions throughout the month.
- Supported departmental staff volunteer opportunity with Indy Hygiene Club to give back to larger community.

Financial Assistance
January 2024

Month	MCC Passes		MCC Programs		ESE & Summer Camps	
	Customers Served	Value	Customers Served	Value	Number of Students	Value
January	9	575.00	0	0.00	51	11,395.70
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Total		\$ 575.00		\$ -		\$ 11,395.70

MCC Passes	\$ 575.00
MCC Programs	\$ -
ESE & Summer Camps	\$ 11,395.70
Total Financial Assistance	<u>\$ 11,970.70</u>

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

PRESENTER Linus Rude, Secretary	ACTION REQUESTED Approval
ITEM/SUBJECT January 23, 2024 Park Board Executive Session Minutes	
DOLLAR AMOUNT / FUND N/A	MEETING DATE February 13, 2024

SUMMARY:

A draft of the minutes for the January 23, 2024 Park Board Executive Session is provided for comment, corrections, additions, or deletions.

STAFF RECOMMENDATION:

“I move to approve the minutes of the Park Board Executive Session on January 23, 2024.”

**Minutes of the Executive Session called by the
Carmel/Clay Board of Parks and Recreation
Tuesday, January 23, 2024, 5:00 p.m.
John W. Hensel Government Center
10701 North College Avenue
Carmel, IN 46280**

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

Member(s) Absent: Katie Browning

Others Present: Michael Klitzing, Department Director/CEO; Kurtis Baumgartner, Department Assistant Director/COO; Eric Mehl, Administration & Planning Director/COA; Brian Bosma, Park Board Legal Counsel

An Executive Session was held by the Carmel/Clay Board of Parks and Recreation, pursuant to notice, on Tuesday, January 23, 2024, in the Community Room at the John W. Hensel Government Center, located at 10701 North College Avenue, Carmel, Indiana 46280.

Board Vice President Kristunas called the meeting to order at 5:05. p.m.

The meeting was held pursuant to Indiana Code § 5-14-1.5-6.1(b)(2)B): For discussion of strategy with respect to initiation of litigation or litigation that is either pending or has been threatened specifically in writing.

No subject matter was discussed other than the subject matter specified in the public notice regarding Indiana Code § 5-14-1.5-6.1(b)(2)B).

Board Vice President Kristunas adjourned the meeting at approximately 5:55 p.m.

Approved,

Signature

Date

Signature

Date

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

PRESENTER Linus Rude, Secretary	ACTION REQUESTED Approval
ITEM/SUBJECT January 23, 2024 Annual and Regular Park Board Meeting Minutes	
DOLLAR AMOUNT / FUND N/A	MEETING DATE February 13, 2024

SUMMARY:

A draft of the minutes for the January 23, 2024 Annual and Regular Park Board Meeting is provided for comment, corrections, additions, or deletions.

STAFF RECOMMENDATION:

“I move to approve the minutes of the Annual and Regular Park Board Meeting on January 23, 2024.”

**Carmel/Clay Board of Parks and Recreation
Annual and Regular Park Board Meeting
Tuesday, January 23, 2024, 6:00 p.m.
John W. Hensel Government Center
10701 North College Avenue
Carmel, Indiana 46280**

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

Member(s) Absent: Katie Browning

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

Roll Call; Call to Order & Pledge of Allegiance

Board Vice President Kristunas welcomed everyone to the meeting and asked Mr. Rude to call the role. Mr. Rude announced there was a quorum. Board Vice President Kristunas called the meeting to order at 6:03 p.m. followed by the Pledge of Allegiance.

Board Vice President Kristunas welcomed new members to the Park Board. Ms. Hagan, who was appointed by the Township Trustee, will fulfill the remaining two years of Rich Taylor's appointment. Mr. Blake, who was appointed by Mayor Finkam, replaces Carrie Holle and will serve her remaining three years. Lastly, Ms. Browning, who was unable to attend, was appointed by the Carmel Clay School Board for a one-year term.

Public Comments

There were no public comments.

Election of Park Board Officers for 2024

Mr. Garretson reported the Nominating Committee (*Mr. Garretson, Mr. Rude, Mr. Westermeier*) met to discuss nominations for 2024. The Committee recommended the following: Ms. Hagan, President; Ms. Kristunas, Vice President; Mr. Rude, Secretary; and Ms. Zheng, Treasurer. Mr. Garretson made a motion to accept the recommended slate of officers, seconded by Mr. Kirsh.

Mr. Bosma suggested the Board open the election for any other nominations. Mr. Kirsh made a motion to close nominations, seconded by Mr. Rude, and unanimously passed 8 – 0.

Board Vice President Kristunas called for the vote on the recommended slate of officers, which was unanimously passed 8 – 0.

Presentation of Appreciation to Former Board President

Board Vice President Kristunas welcomed Rich Taylor and his family to the meeting and presented the Department's appreciation gift for his 14 years of service to the Carmel/Clay Board of Parks and Recreation.

(applause)

Presentation: Comprehensive Parks and Recreation Master Plan Update

Leon Younger and Will Younger of PROS Consulting presented an update on the Master Plan.

Board President Hagan thanked Dan Dutcher, President of the Carmel Clay Parks Foundation, for attending the meeting.

Staff Reports

Assistant Director Baumgartner said Staff Reports were included in the Park Board packet. He asked members to review the quarterly contract log, that was included in the packet, and advise staff of any possible conflicts of interest.

Assistant Director Baumgartner announced that the Department is up for CAPRA reaccreditation this spring and offered details on the process.

Committees

Finance Committee

Ms. Zheng stated that the Finance Committee did not meet last month.

Nominating Committee

(No additional items to report.)

Minutes

December 12, 2023 Park Board Meeting

Mr. Rude made a motion to approve the minutes of the Park Board Meeting dated December 12, 2023, seconded by Mr. Garretson, and passed 7 – 0 with one abstention (*Ms. Hagan*).

Financial Reports

Consolidated Financial Report for November 2023; CCPR P&L Statements for December 2023

Ms. Zheng made a motion to acknowledge receipt of the Consolidated Financial Report for November 2023 and to acknowledge receipt of the P&L Statements for December 2023, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Claims

Claim Sheet January 23, 2024; Clay Township Claim Sheet January 23, 2024; CCPR Payroll for December 1, 2023, December 15, 2023, and December 29, 2023

Ms. Zheng made a motion to approve the Claim Sheet dated January 23, 2024; and to approve the Clay Township Claim Sheet dated January 23, 2024; and to approve payroll wages and liabilities for payroll dates December 1, 2023, December 15, 2023, and December 29, 2023, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Monetary Gifts, Grants, Partnerships, and Sponsorships for December 2023

Mr. Mehl reported three contributions were received in December totaling \$2,030: two donations (\$1,875 & \$55) were made to the Jim Engledow Memorial, and one (\$100) donation was made anonymously for staff appreciation. Mr. Kirsh made a motion to accept the items as presented, seconded by Mr. Rude, and unanimously passed 8 – 0.

New Business

Park Board Finance Committee Appointments

Board President Hagan stated that according to the Bylaws, the Treasurer (*Ms. Zheng*) serves as Chair of the Finance Committee. The other appointed members are Mr. Rude and Mr. Westermeier.

Carmel Plan Commission Appointment

Board President Hagan announced that Mr. Kirsh would continue to serve on the Plan Commission as he has done a great job over the years.

Carmel Climate Action Advisory Committee Appointment

Board President Hagan stated that after discussion with Director Klitzing, the appointment will be changed to Mr. Mehl.

Carmel Clay Parks Foundation Liaison Appointment

Board President Hagan said that after discussion with Director Klitzing, the decision was made to reappoint Director Klitzing as the Liaison to the Foundation as he frequently engages in communications with them.

Ratification of 2023 General Fund End of Year Budget Line Transfers

Assistant Director Baumgartner said that state law and the State Board of Accounts mandate that all general fund budget lines be at zero or finish in the positive. A summary of the line transfers was included in the Board packet. Since these transfers are within the same budget classification, the Park Board has the authority to approve. Assistant Director Baumgartner stated he was pleased to report that once again the Department finished under budget and returned approximately \$177,481.31 to the respective fiscal bodies.

A motion was made by Ms. Zheng to ratify the 2023 end of year budget line transfers as presented, seconded by Mr. Kirsh, and unanimously passed 8 – 0.

Consideration of Bids for Westermeier Commons Safety Surfacing

Assistant Director Baumgartner provided detailed background information related to the scope and needs of this project. Discussion followed.

Mr. Kirsh made a motion to authorize the bid from and award a contract to Innovista Group in the amount of \$352,900 for site work and installation of safety surfacing and artificial turf at Westermeier Commons and authorize the Director, Assistant Director, and Park Board Legal Counsel to take all actions necessary to complete the contracting process.

Mr. Kirsh also made a motion to delegate the Director and Assistant Director the authority to determine whether it is in the best interest of the Board and the Department to add or change an item or items in the contract with Innovista Group and to approve each change order in an amount not to exceed his purchasing authority and in accordance with applicable Indiana Law regarding change orders with a report to and ratification by the Park Board at a subsequent meeting.

Both motions were seconded by Mr. Rude and unanimously passed 8 – 0.

Old Business

White River Greenway North Extension

Director Klitzing gave a detailed overview of the agreement negotiated with Conner Prairie to secure the easement needed to construct the White River Greenway North Extension connecting 146th Street to just north of the roundabout at Cherry Creek Boulevard. The agreement includes purchase of this easement for a total sum of \$24,900, giving Conner Prairie the resources to cover most of the cost to construct the fence in the area critical to them at this time. Discussion followed.

Albany Village

Director Klitzing provided an overview of the Albany Village trail (*donation*) next to Bear Creek Park. After discussions with all parties involved, it was determined to be in CCPR's best interest to proceed with acceptance of the property donation. Closing is expected to occur in late-January or February 2024.

Attorney's Report

Mr. Bosma gave a brief update on their projects:

- Finalizing the Albany Village agreement;
- Monitoring litigation items with the insurance company;
- Helping with Conner Prairie easement agreement; and
- Reviewing the front-end specifications for the North Extension project.

Director's Report

Director Klitzing provided an update on current projects including the Pedestrian Bridge project at 106th St. and Hazel Landing Park. Agreements are being drafted for all parties involved in the project.

Information Items

School Board

There was no report.

Plan Commission

Mr. Kirsh reported discussion on some amenities added to the west side including a potential day care facility.

Mr. Kirsh mentioned the Dialogue Dinners that occur twice a year. The next one will focus on onboarding of new City Council Members.

Parks Foundation

There was no report.

Park Board Comments / Discussion

Board Vice President Kristunas said she was looking forward to working with the new Park Board members throughout 2024.

Board President Hagan thanked everyone for the warm welcome. She also expressed her excitement for the FOURward mission, and its reflection of the original five-fingers plan.

Adjournment

Mr. Rude made a motion to adjourn the meeting, seconded by Ms. Kristunas. With no objections, Board President Hagan adjourned the meeting at 8:00 p.m.

Approved,

Signature

Date

Signature

Date

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

PRESENTER Lin Zheng, Treasurer	ACTION REQUESTED Acknowledgement
ITEM/SUBJECT Consolidated Financial Report for December 2023	
DOLLAR AMOUNT / FUND N/A	MEETING DATE February 13, 2024

SUMMARY:

Provided is the Consolidated Financial Report for December 2023.

STAFF RECOMMENDATION:

“I move to acknowledge receipt of the Consolidated Financial Report for December 2023.”

CARMEL CLAY PARKS & RECREATION
2023 YEAR-TO-DATE CONSOLIDATED FINANCIAL REPORT

Month: December 2023

	(101) General	(103-CITY) Capital	(103-LIT) Capital	(106) Impact Fee	(108) ESE	(109) MCC	(110) Rec Facilities	(853) Gift	(Twp 1215) LIT Capital	CONSOLIDATED TOTAL
REVENUES										
City of Carmel	\$5,365,667.34	\$519,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,884,667.34
Clay Township	\$0.00	\$0.00	\$4,786,604.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,786,604.58
Impact Fees	\$0.00	\$0.00	\$0.00	\$1,830,074.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,830,074.80
User Fees, Interest & Other Earned Income	\$0.00	\$24,666.53	\$138,865.28	\$229,187.09	\$5,532,188.61	\$7,179,146.87	\$281,831.86	\$97,703.12	\$89,829.08	\$13,573,418.44
Total Revenues (a)	\$5,365,667.34	\$543,666.53		\$2,059,261.89	\$5,532,188.61	\$7,179,146.87	\$281,831.86	\$97,703.12	\$89,829.08	\$26,074,765.16
OTHER FINANCING SOURCES										
Cash Reserves as of 12/31/2022	\$0.00	\$465,940.28	\$0.00	\$2,800,154.68	\$2,560,555.27	\$3,803,786.67	\$234,474.17	\$129,598.85	\$5,475,194.04	\$15,469,703.96
Previous Year Encumbrances	\$468,383.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$468,383.34
Reimbursements	\$0.00	\$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	\$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	\$0.00
Total Other Financing Sources	\$468,383.34	\$465,940.28	\$0.00	\$2,800,154.68	\$2,560,555.27	\$3,803,786.67	\$234,474.17	\$129,598.85	\$5,475,194.04	\$15,938,087.30
Total Revenues & Other Financing Sources (b)	\$5,834,050.68	\$1,009,606.81	\$4,925,469.86	\$4,859,416.57	\$8,092,743.88	\$10,982,933.54	\$516,306.03	\$227,301.97	\$5,565,023.12	\$42,012,852.46
OPERATING EXPENSES										
Transfer Out	\$519,000.00									
Personal Services	\$3,504,570.54	\$0.00	\$0.00	\$0.00	\$3,169,287.47	\$3,139,846.99	\$0.00	\$0.00	\$0.00	\$9,813,705.00
Supplies	\$166,703.87	\$0.00	\$0.00	\$0.00	\$314,522.58	\$535,278.59	\$26,687.36	\$0.00	\$0.00	\$1,043,192.40
Other Services & Charges	\$1,736,577.58	\$0.00	\$0.00	\$0.00	\$912,311.72	\$2,361,292.64	\$174,451.38	\$0.00	\$0.00	\$5,184,633.32
Capital Outlay	\$9,241.00	\$0.00	\$0.00	\$0.00	\$5,904.10	\$31,992.74	\$146.12	\$0.00	\$0.00	\$47,283.96
Total Operating Expenses (c)	\$5,417,092.99	\$0.00	\$0.00	\$0.00	\$4,402,025.87	\$6,068,410.96	\$201,284.86	\$0.00	\$0.00	\$16,088,814.68
DEVELOPMENT & OTHER EXPENSES										
Capital Development & Maintenance	\$0.00	\$893,306.68	\$214,860.00	\$596,749.13	\$0.00	\$244,684.06	\$0.00	\$108,021.19	\$4,015,975.78	\$6,073,596.84
Transfers to Cash Change Fund	\$0.00	\$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	\$0.00	\$3,955.00	\$0.00	\$0.00	\$0.00	\$3,955.00
Total Development & Other Expenses	\$0.00	\$893,306.68	\$214,860.00	\$596,749.13	\$0.00	\$264,039.06	\$0.00	\$108,021.19	\$4,015,975.78	\$6,092,951.84
Total Expenses (d)	\$5,417,092.99	\$893,306.68	\$214,860.00	\$596,749.13	\$4,402,025.87	\$6,332,450.02	\$201,284.86	\$108,021.19	\$4,015,975.78	\$22,181,766.52
ENCUMBRANCES & RESERVES										
Encumbrances & Dedicated Funds	\$181,018.18	\$116,300.13	\$4,710,609.86	\$4,262,667.44	\$0.00	\$0.00	\$0.00	\$0.00	\$1,549,047.34	\$10,819,642.95
Designated Gifts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$112,110.58	\$0.00	\$112,110.58
Outstanding Liabilities	\$0.00	\$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	\$0.00	\$2,590,718.01	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$3,590,718.01
Capital Maintenance Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100,483.52	\$290,021.17	\$0.00	\$0.00	\$2,390,504.69
Cash Flow Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100,000.00	\$1,550,000.00	\$25,000.00	\$0.00	\$0.00	\$2,675,000.00
Total Encumbrances & Reserves	\$181,018.18	\$116,300.13	\$4,710,609.86	\$4,262,667.44	\$3,690,718.01	\$4,650,483.52	\$315,021.17	\$112,110.58	\$1,549,047.34	\$19,587,976.23
Total Expenses, Encumbrances & Reserves (e)	\$5,598,111.17	\$1,009,606.81	\$4,925,469.86	\$4,859,416.57	\$8,092,743.88	\$10,982,933.54	\$516,306.03	\$220,131.77	\$5,565,023.12	\$41,769,742.75
Net Income (a - c)	n/a	n/a	n/a	n/a	\$1,130,162.74	\$1,110,735.91	\$80,547.00	n/a	n/a	n/a
Cost Recovery (a + c)					126%	118%	140%			
Current Cash Balance & Investments (b - d)	n/a	\$116,300.13	\$4,710,609.86	\$4,262,667.44	\$3,690,718.01	\$4,650,483.52	\$315,021.17	\$119,280.78	\$1,549,047.34	\$19,414,128.25
Unencumbered or Undedicated Funds (b - e)	\$235,939.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,170.20	\$0.00	\$243,109.71

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

PRESENTER Kurtis Baumgartner, Assistant Director of Parks and Recreation/COO	ACTION REQUESTED Acknowledgement
ITEM/SUBJECT CCPR P&L Statements for January 2024	
DOLLAR AMOUNT/FUND N/A	MEETING DATE February 13, 2024

SUMMARY:

Provided for your review are January 2024 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 January 2024."

Extended School Enrichment - Carmel Clay Parks & Recreation

02/07/24

108 ESE Profit & Loss Prev Year Comparison

Accrual Basis

January 2024

	Jan 24	Jan 23	\$ Change
Ordinary Income/Expense			
Income			
0300000 · REVENUES			
0345040 · Park Department Fees	333,417.10	311,013.16	22,403.94
0361030 · Interest on Sweep	0.00	12,123.08	-12,123.08
Total 0300000 · REVENUES	333,417.10	323,136.24	10,280.86
Total Income	333,417.10	323,136.24	10,280.86
Gross Profit	333,417.10	323,136.24	10,280.86
Expense			
4100000 · PERSONAL SERVICES			
4110000 · Full Time Regular	100,332.61	72,272.59	28,060.02
4111000 · Part Time	48,818.72	57,094.17	-8,275.45
4112000 · Overtime	62.72	50.34	12.38
4120000 · Deferred Compensation	2,009.44	3,238.96	-1,229.52
4121000 · Employer's Share of FICA	8,629.39	7,593.46	1,035.93
4122000 · Employer's Share of H-Ins	32,777.67	26,729.72	6,047.95
4122100 · Disability Insurance	203.55	149.35	54.20
4122200 · Life Insurance	92.50	70.30	22.20
4123002 · Civilian PERF	12,647.81	10,269.92	2,377.89
4124000 · Employer's Share of Medicare	2,018.14	1,775.89	242.25
Total 4100000 · PERSONAL SERVICES	207,592.55	179,244.70	28,347.85
4200000 · SUPPLIES			
4230200 · Office Supplies	629.48	524.57	104.91
4239039 · General Program Supplies	13,989.27	12,049.33	1,939.94
4239040 · Food & Beverages	9,545.37	7,302.39	2,242.98
4239099 · Other Miscellaneous	978.07	60.32	917.75
Total 4200000 · SUPPLIES	25,142.19	19,936.61	5,205.58
4300000 · OTHER SERVICES & CHARGES			
4340800 · Program Contractors	489.92	1,050.00	-560.08
4341955 · Info Sys Maint/Contracts	1,078.10	692.98	385.12
4341990 · Criminal Background Checks	166.50	74.00	92.50
4341991 · Marketing & Promotions	2,075.00	2,445.00	-370.00
4341999 · Other Professional Fees	12,078.85	8,124.22	3,954.63
4343000 · Travel Fees & Expenses	1,100.81	750.45	350.36
4343006 · Bus Trips	0.00	812.33	-812.33
4343007 · Field Trips	3,815.49	2,844.99	970.50
4344100 · Cellular Phone Fees	1,745.44	1,554.01	191.43
4346000 · Classified Advertising	3,116.48	47.75	3,068.73
4350000 · Equipment Repairs & Maint.	4,078.35	102.75	3,975.60
4350900 · Other Cont. Services	338.91	18.85	320.06
4355200 · Subscriptions	249.50	232.00	17.50
4356004 · Staff Clothing	0.00	1,749.60	-1,749.60
4357003 · Internal Instruction Fees	3,524.25	0.00	3,524.25
4357004 · External Instructional Fees	2,869.00	0.00	2,869.00
4358400 · Refunds, Awards & Indemnities	0.00	275.30	-275.30
Total 4300000 · OTHER SERVICES & CHARGES	36,726.60	20,774.23	15,952.37
Total Expense	269,461.34	219,955.54	49,505.80
Net Ordinary Income	63,955.76	103,180.70	-39,224.94
Net Income	63,955.76	103,180.70	-39,224.94

Monon Community Center - Carmel Clay Parks & Recreation

02/07/24

109 MCC Profit & Loss Prev Year Comparison

Accrual Basis

January 2024

	Jan 24	Jan 23	\$ Change
Ordinary Income/Expense			
Income			
0300000 · REVENUES			
313000 · Sales Tax Collected	49.04	332.68	-283.64
345040 · Park Department Fees	7,526.00	4,736.00	2,790.00
346020 · Facility Rentals	1,500.00	3,000.00	-1,500.00
346025 · Shelter Rentals	0.00	616.83	-616.83
346040 · Aquatics Programs	14,069.00	13,658.00	411.00
346050 · Fitness Programs	16,004.00	24,274.00	-8,270.00
346110 · Therapeutic Rec Programs	2,353.50	3,867.00	-1,513.50
346115 · Annual Passes	6,432.00	3,552.00	2,880.00
346116 · GS Corp Annual Passes	3,410.00	350.00	3,060.00
346125 · Monthly Passes	357,209.74	323,480.77	33,728.97
346130 · GS Corp Monthly Passes	17,297.50	16,917.00	380.50
346135 · Value Passes	4,280.00	4,007.24	272.76
346140 · Daily Passes	37,718.00	39,300.00	-1,582.00
346145 · Contractor Commissions	3,582.00	2,989.88	592.12
346150 · Merchandise Sales	5.00	60.00	-55.00
360010 · Miscellaneous Revenues	467.46	420.00	47.46
361030 · Interest on Sweep	0.00	16,840.16	-16,840.16
367000 · Contributions & Gifts	21.99	56.90	-34.91
Total 0300000 · REVENUES	471,925.23	458,458.46	13,466.77
Total Income	471,925.23	458,458.46	13,466.77
Gross Profit	471,925.23	458,458.46	13,466.77
Expense			
4100000 · PERSONAL SERVICES			
4110000 · Full Time Regular	66,929.21	67,456.49	-527.28
4111000 · Part Time	97,544.61	82,191.57	15,353.04
4112000 · Overtime	133.15	205.75	-72.60
4120000 · Deferred Compensation	4,607.66	3,950.34	657.32
4121000 · Employer's Share of FICA	9,906.29	8,964.39	941.90
4122000 · Employer's Share of H-Ins	21,082.01	20,615.62	466.39
4122100 · Disability Insurance	140.03	137.95	2.08
4122200 · Life Insurance	55.50	59.20	-3.70
4123002 · Civilian PERF	9,503.11	9,589.15	-86.04
4124000 · Employer's Share of Medicare	2,316.80	2,096.52	220.28
Total 4100000 · PERSONAL SERVICES	212,218.37	195,266.98	16,951.39
4200000 · SUPPLIES			
4230100 · Stationary & Printing Materials	60.00	0.00	60.00
4230200 · Office Supplies	273.84	773.31	-499.47
4235000 · Building Materials	189.98	0.00	189.98
4237000 · Repair Parts	6,300.89	49.99	6,250.90
4238000 · Small Tools & Minor Equipment	954.75	13.98	940.77
4238900 · Cleaning & Maint. Supplies	8,230.72	9,499.46	-1,268.74
4239012 · Safety Supplies	0.00	355.78	-355.78
4239039 · General Program Supplies	5,523.88	8,996.01	-3,472.13
4239045 · Retail Goods	0.00	718.00	-718.00
4239099 · Other Miscellaneous	1,148.99	4,842.24	-3,693.25
Total 4200000 · SUPPLIES	22,683.05	25,248.77	-2,565.72

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02/07/24

Accrual Basis

Monon Community Center - Carmel Clay Parks & Recreation

109 MCC Profit & Loss Prev Year Comparison

January 2024

	Jan 24	Jan 23	\$ Change
4300000 · OTHER SERVICES & CHARGES			
4340700 · Medical Fees (Drug Tests)	522.00	0.00	522.00
4340800 · Program Contractors	21,264.00	5,530.00	15,734.00
4341955 · Info Sys Maint/Contracts	2,104.14	1,146.58	957.56
4341990 · Criminal Background Checks	37.00	129.50	-92.50
4341991 · Marketing & Promotions	26,332.52	19,029.78	7,302.74
4341999 · Other Professional Fees	24,212.22	23,042.35	1,169.87
4344000 · Telephone Line Charges	106.11	1,265.98	-1,159.87
4344100 · Cellular Phone Fees	220.04	220.04	0.00
4345000 · Printing (Not Office Supplies)	715.00	2,830.00	-2,115.00
4346000 · Classified Advertising	3,123.73	47.75	3,075.98
4347500 · General Insurance	182,054.00	148,437.57	33,616.43
4348000 · Electricity	28,041.63	37,719.92	-9,678.29
4348500 · Water & Sewer	1,822.92	5,510.93	-3,688.01
4349000 · Gas	3,250.12	10,435.62	-7,185.50
4349500 · Cable Service	251.24	250.99	0.25
4350000 · Equipment Repairs & Maint.	9,850.43	17,059.41	-7,208.98
4350100 · Building Repairs & Maint.	7,477.17	4,131.12	3,346.05
4350101 · Trash Collection	1,374.08	2,194.98	-820.90
4350400 · Grounds Maintenance	0.00	5,130.00	-5,130.00
4350600 · Cleaning Services	49,494.00	47,140.00	2,354.00
4350900 · Other Cont. Services	9,457.01	528.17	8,928.84
4351000 · Auto Repairs & Maintenance	132.22	0.00	132.22
4353099 · Other Rental & Leases	844.02	669.08	174.94
4355200 · Subscriptions	592.84	278.92	313.92
4356004 · Staff Clothing	868.70	517.66	351.04
4357004 · External Instructional Fees	3,940.00	0.00	3,940.00
4358300 · Other Fees & Licenses	3,376.00	4,388.00	-1,012.00
4358400 · Refunds, Awards & Indemnities	23.98	61.00	-37.02
4359000 · Special Projects	0.00	1,290.00	-1,290.00
Total 4300000 · OTHER SERVICES & CHARGES	381,487.12	338,985.35	42,501.77
Total Expense	616,388.54	559,501.10	56,887.44
Net Ordinary Income	-144,463.31	-101,042.64	-43,420.67
Other Income/Expense			
Other Expense			
4460000 · CAPITAL OUTLAY			
4462000 · Parks MC Admin, Structure Impmnt	10,440.00	0.00	10,440.00
Total 4460000 · CAPITAL OUTLAY	10,440.00	0.00	10,440.00
Total Other Expense	10,440.00	0.00	10,440.00
Net Other Income	-10,440.00	0.00	-10,440.00
Net Income	-154,903.31	-101,042.64	-53,860.67

110 Parks & Rec Facilities - Carmel Clay Parks & Recreation
110 Parks & Rec Facilities Fund Profit & Loss to Prev Year
January 2024

	Jan 24	Jan 23	\$ Change
Ordinary Income/Expense			
Income			
345040 · Park Department Fees	7,971.00	7,389.00	582.00
346020 · Facility Rentals	0.00	3,300.00	-3,300.00
360010 · Miscellaneous Revenues	1,481.06	0.00	1,481.06
361030 · Interest	0.00	991.83	-991.83
Total Income	9,452.06	11,680.83	-2,228.77
Expense			
4200000 · SUPPLIES			
4237000 · Repair Parts	831.17	0.00	831.17
4238900 · Other Maintenance Supplies	1,076.74	0.00	1,076.74
4239099 · Other Miscellaneous	0.00	809.85	-809.85
Total 4200000 · SUPPLIES	1,907.91	809.85	1,098.06
4300000 · OTHER SERVICES & CHARGES			
4341999 · Other Professional Fees	798.91	729.85	69.06
4344000 · Telephone Line Charges	0.00	926.20	-926.20
4347500 · General Insurance	25,045.00	19,091.00	5,954.00
4348000 · Electricity	829.98	2,607.18	-1,777.20
4348500 · Water & Sewer	401.24	402.29	-1.05
4349000 · Gas	922.62	1,460.04	-537.42
4350100 · Building Repairs & Maint.	2,013.79	254.00	1,759.79
4350101 · Trash Collection	337.00	531.13	-194.13
4350400 · Grounds Maintenance	5,714.88	1,239.90	4,474.98
4350600 · Cleaning Services	4,344.00	4,140.00	204.00
4350900 · Other Cont. Services	925.00	480.00	445.00
Total 4300000 · OTHER SERVICES & CHARGES	41,332.42	31,861.59	9,470.83
Total Expense	43,240.33	32,671.44	10,568.89
Net Ordinary Income	-33,788.27	-20,990.61	-12,797.66
Net Income	-33,788.27	-20,990.61	-12,797.66

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

PRESENTER Lin Zheng, Treasurer	ACTION REQUESTED Approval
ITEM/SUBJECT Claim Sheet February 13, 2024	
DOLLAR AMOUNT / FUND N/A	MEETING DATE February 13, 2024

SUMMARY:

Claim Sheet February 13, 2024 is included for comment, corrections, additions, or deletions.

STAFF RECOMMENDATION:

“I move to approve the Claim Sheet dated February 13, 2024.”

Carmel/Clay Board of Parks and Recreation
Claim Sheet Fund 101 - General Fund
February 13, 2024

Name	Amount	Account	Num	Memo
Jan 16 - Feb 5, 24				
Ace - Pak Products Inc.	\$ 620.38	4238900 - Other Maintenance Supplies	A-12113	1/24/24 Park Cleaning Supplies
Amazon	\$ 408.87	4238900 - Other Maintenance Supplies	1WTH-H3DX-4TCC (H)	1/14/24 Midtown Plaza Game & Cleaning Supplies
Amazon	\$ 33.90	4235000 - Building Materials	1WTH-H3DX-4TCC (D)	1/14/24 Parks & Natural Resources Miscellaneous Tools and Supplies
Amazon	\$ 137.44	4238000 - Small Tools & Minor Equipment	1WTH-H3DX-4TCC (D)	1/14/24 Parks & Natural Resources Miscellaneous Tools and Supplies
Amazon	\$ 35.98	4238900 - Other Maintenance Supplies	1WTH-H3DX-4TCC (D)	1/14/24 Parks & Natural Resources Miscellaneous Tools and Supplies
Amazon	\$ 29.99	4238900 - Other Maintenance Supplies	1WTH-H3DX-4TCC (D)	1/14/24 Parks & Natural Resources Miscellaneous Tools and Supplies
Amazon	\$ 28.45	4232100 - Garage & Motor Supplies	1WTH-H3DX-4TCC (D)	1/14/24 Parks & Natural Resources Miscellaneous Tools and Supplies
Amazon	\$ 91.87	4230100 - Stationary & Printing Materials	1WTH-H3DX-4TCC (B)	1/14/24 Park Board President End of Term Gift
Amazon	\$ 100.00	4230200 - Office Supplies	UFB Visa	1/8/24 PNR Annual Staff Awards 2023
Amazon Web Services	\$ 223.30	4341955 - Info Sys Maint/Contracts	UFB Visa	1/2/24 Cloud Backup Server Services
Aquatic Control	\$ 441.72	4237000 - Repair Parts	235601	1/10/24 Aerator Maintenance Parts for Central Park
Aquatic Control	\$ 350.46	4237000 - Repair Parts	235601	1/10/24 Aerator Maintenance Parts for Perelman Pavilion
B & H Photo	\$ 53.60	4230200 - Office Supplies	220342260	1/10/24 Administrative Office Conference Room Supply
Berger, Kari	\$ 13.76	4343000 - Travel Fees & Expenses	Reimb	1/31/24 Mileage Reimbursements 1/12/24-1/31/24
Carmel Clay Schools	\$ 1,999.47	4231400 - Gasoline	20243-PD2	2/1/24 Gasoline
Carmel Clay Schools	\$ 524.60	4231300 - Diesel Fuel	20243-PD2	2/1/24 Diesel
Carmel Utilities	\$ 229.85	4348500 - Water & Sewer	1313100000 Dec'23	1/19/24 Carey Grove Park
Carmel Utilities	\$ 21.14	4348500 - Water & Sewer	2768100000 Dec'23	1/19/24 Midtown Plaza
Carmel Utilities	\$ 24.36	4348500 - Water & Sewer	6548100000 Dec'23	1/19/24 Monon Boulevard - Special Events
Carmel Utilities	\$ (16.56)	4348500 - Water & Sewer	2768100000 Dec'23	1/19/24 Midtown Plaza - Credit for 12 Months Charged Sales Tax at \$1.38 Each
Carmel Utilities	\$ 299.36	4348500 - Water & Sewer	2224200000 Dec'23	1/19/24 Meadowlark Park
Carmel Utilities	\$ 118.52	4348500 - Water & Sewer	3832000000 Dec'23	1/19/24 Monon Greenway South Trailhead
Carmel Utilities	\$ 227.02	4348500 - Water & Sewer	7316000000 Dec'23	1/19/24 Central Park Westermeler Commons
Carmel Utilities	\$ 492.15	4348500 - Water & Sewer	2214200000 Dec'23	1/19/24 City Center Restroom
Carmel Utilities	\$ 152.58	4348500 - Water & Sewer	2214200000 Dec'23	1/19/24 Monon Boulevard
Carmel Utilities	\$ 177.61	4348500 - Water & Sewer	7051300000 Dec'23	1/19/24 Administrative Offices
Carmel Utilities	\$ 21.34	4348500 - Water & Sewer	7051300000 Dec'23	1/19/24 Parks & Natural Resources Offices
Carmel Utilities	\$ 298.17	4348500 - Water & Sewer	5843000000-Jan'24	2/2/24 Inlow Park
Carmel Utilities	\$ 783.26	4348500 - Water & Sewer	5200000000-Jan'24	2/2/24 West Park
Carmel Utilities	\$ 8.59	4348500 - Water & Sewer	5200000000-Jan'24	2/2/24 Bear Creek Park
Carmel Utilities	\$ 89.47	4348500 - Water & Sewer	8362300000-Jan'24	2/2/24 White River Greenway
Carmel Utilities	\$ 6.40	4348500 - Water & Sewer	2396200000-Jan'24	2/2/24 Cherry Tree Park
Carmel Utilities	\$ 43.82	4348500 - Water & Sewer	2623000000-Jan'24	2/2/24 Flowing Well Park Restroom
Carmel Utilities	\$ 368.67	4348500 - Water & Sewer	2623000000-Jan'24	2/2/24 Founders Park
Carmel Utilities	\$ 20.67	4348500 - Water & Sewer	2623000000-Jan'24	2/2/24 Flowing Well Park
Carmel Utilities	\$ 69.42	4348500 - Water & Sewer	2623000000-Jan'24	2/2/24 River Heritage Park
Carmel Utilities	\$ 47.35	4348500 - Water & Sewer	2623000000-Jan'24	2/2/24 Hazel Landing Park
CenterPoint Energy	\$ 204.99	4349000 - Gas	50099721 Dec'23	1/16/24 Administrative Offices
CenterPoint Energy	\$ 140.76	4349000 - Gas	52318900 Dec'23	1/16/24 Parks & Natural Resources Offices
Constellation NewEnergy Gas Division, LLC	\$ 129.77	4349000 - Gas	3948728	1/29/24 Administrative Offices
Constellation NewEnergy Gas Division, LLC	\$ 87.31	4349000 - Gas	3948728	1/29/24 Parks & Natural Resources Offices
Corvus Janitorial Systems	\$ 11.00	4350600 - Cleaning Services	401191017-370	1/1/24 2024 Janitorial Services - Parks & Natural Resources Office - Jan'24 Additional for 2024 P...
Corvus Janitorial Systems	\$ 246.00	4350600 - Cleaning Services	402191017-113	2/1/24 2024 Janitorial Services - Parks & Natural Resources Office - Feb'24
Corvus Janitorial Systems	\$ 383.00	4350600 - Cleaning Services	902191005-110	2/1/24 2024 Janitorial Services - Administrative Office - Feb'24
Corvus Janitorial Systems	\$ 18.00	4350600 - Cleaning Services	401191005-365	1/1/24 2024 Janitorial Services - Administrative Office - Jan'24 Additional for 2024 Price Increase
Crown Trophy	\$ 19.00	4230200 - Office Supplies	46947	1/15/24 Accessory for Picture (Exiting Park Board President)
Crown Trophy	\$ 165.00	4230200 - Office Supplies	47011	1/23/24 Parks & Natural Resources Annual Staff Awards
Duke Energy	\$ 363.79	4348000 - Electricity	910122730034 Dec'23	1/18/24 Monon Greenway North Trailhead
Duke Energy	\$ 12.02	4348000 - Electricity	910120618144 Dec'23	1/17/24 Carey Grove Park
Duke Energy	\$ 17.97	4348000 - Electricity	910121498495 Dec'23	1/16/24 Bear Creek Park
Duke Energy	\$ 21.26	4348000 - Electricity	910121498453 Dec'23	1/18/24 Monon Greenway Pedestrian Bridge
Duke Energy	\$ 582.48	4348000 - Electricity	910121498403 Dec'23	1/16/24 Inlow Park
Duke Energy	\$ 811.11	4348000 - Electricity	910121498213 Dec'23	1/16/24 Central Park Westermeler Commons
Duke Energy	\$ 66.82	4348000 - Electricity	910121799437	1/16/24 City Center Restroom

Carmel/Clay Board of Parks and Recreation
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Name	Amount	Account	Num	Memo
Duke Energy	\$ 96.00	4348000 - Electricity	910122730076-Jan'24	1/31/24 Monon Greenway Tunnel Lights
Duke Energy	\$ 685.94	4348000 - Electricity	910122730109-Jan'24	1/31/24 Founders Park
Duke Energy	\$ 15.08	4348000 - Electricity	910122730050-Jan'24	1/31/24 River Heritage Park
Duke Energy	\$ 178.99	4348000 - Electricity	910123202576-Jan'24	1/31/24 Central Park Lagoon Aeration Pumps
Duke Energy	\$ 79.35	4348000 - Electricity	910123160581-Jan'24	1/31/24 Central Park - 111th Street Roundabout Entrance Lights
Duke Energy	\$ 70.05	4348000 - Electricity	910123198147-Jan'24	1/29/24 Central Park Shelter
Duke Energy	\$ 24.37	4348000 - Electricity	910123164626-Jan'24	1/29/24 Central Park Street Lighting
Duke Energy	\$ 126.70	4348000 - Electricity	910119806907-Jan'24	1/30/24 Monon Greenway Crossing Flashers
Duke Energy	\$ 326.04	4348000 - Electricity	910121498312-Jan'24	1/30/24 Carey Grove Park
Duke Energy	\$ 167.13	4348000 - Electricity	910121498362-Jan'24	1/29/24 Parks & Natural Resources Office
Duke Energy	\$ 949.42	4348000 - Electricity	910121498263-Jan'24	1/29/24 Administrative Office
Ellis Mechanical & Electrical	\$ 777.36	4350100 - Building Repairs & Maint.	240114	1/31/24 Service - Parks & Natural Resources Furnace (Barn)
Environmental Laboratories, Inc.	\$ 13.88	4350900 - Other Cont. Services	20392615	1/23/24 2024 Water Testing for Flowing Well
Environmental Laboratories, Inc.	\$ 13.88	4350900 - Other Cont. Services	20392609	1/23/24 Additional Water Testing for Flowing Well Repair #2 1/22/24
Eventbrite	\$ 1,346.06	4357004 - External Instructional Fees	UFB Visa	1/24/24 Conference Registration for HR Staff
Ferguson	\$ 205.41	4237000 - Repair Parts	W1122758	1/26/24 Flowing Well Restroom Equipment Replacement
Grainger	\$ 260.49	4237000 - Repair Parts	9971418711	1/23/24 Replacement Fan for Flowing Well Mechanical Room
Grainger	\$ 103.94	4235000 - Building Materials	9976543737	1/26/24 Repair Supplies for Carey Grove Park
Green Touch Services, Inc.	\$ 450.00	4350400 - Grounds Maintenance	144597	1/11/24 Central Park East Snow & Ice Management 1/10/24
Green Touch Services, Inc.	\$ 825.00	4350400 - Grounds Maintenance	144598	1/11/24 Central Park West Snow & Ice Management 1/10/24
Green Touch Services, Inc.	\$ 900.00	4350400 - Grounds Maintenance	144679	1/16/24 Central Park East Snow & Ice Management 1/13/24 and 1/14/24
Green Touch Services, Inc.	\$ 1,650.00	4350400 - Grounds Maintenance	144680	1/16/24 Central Park West Snow & Ice Management 1/13/24 and 1/14/24
Green Touch Services, Inc.	\$ 1,100.00	4350400 - Grounds Maintenance	144781	1/23/24 Central Park East Snow & Ice Management 1/18/24 & 1/19/24
Green Touch Services, Inc.	\$ 2,050.00	4350400 - Grounds Maintenance	144782	1/23/24 Central Park West Snow and Ice Management 1/18/24 & 1/19/24
Green Touch Services, Inc.	\$ 450.00	4350400 - Grounds Maintenance	144825	1/24/24 Central Park East Snow & Ice Management Services
Green Touch Services, Inc.	\$ 825.00	4350400 - Grounds Maintenance	144826	1/24/24 Central Park West Snow & Ice Management Services
Indiana Dept Environmental Mgmt	\$ 100.00	4358300 - Other Fees & Licenses	0000363259	1/12/24 2024 Annual Renewal - Safe Drinking Water Act
Indianapolis Chamber of Commerce	\$ 250.00	4357004 - External Instructional Fees	UFB Visa	1/26/24 Conference Registration for HR Staff
Indy Fuel	\$ 212.66	4341991 - Marketing & Promotions	UFB Visa	1/22/24 Culture Committee - 2024 Q1 Just for Fun Event 2/8/24
IndySHRM	\$ 150.00	4355300 - Organization & Membership Dues	300003847	1/17/24 Human Resources Renewal 2024
IndySHRM	\$ 150.00	4355300 - Organization & Membership Dues	300003845	1/17/24 Human Resources Renewal 2024
IndySHRM	\$ 150.00	4355300 - Organization & Membership Dues	300003846	1/17/24 Human Resources Renewal 2024
IndySHRM	\$ 225.00	4355300 - Organization & Membership Dues	300003861	1/23/24 Human Resource Membership Renewals
Intuit Inc.	\$ 302.56	4341955 - Info Sys Maint/Contracts	UFB Visa	1/26/24 QuickBooks Software & Cloud Hosting Subscription
Irving Materials, Inc.	\$ 1,167.21	4236000 - Gravel	71300791	1/12/24 Gravel for Parks & Natural Resources Inventory
Jeffries, Elizabeth	\$ 100.00	4344100 - Cellular Phone Fees	Reimb	1/26/24 Cell Phone Fees Oct'23-Jan'24
Kroger Gardis & Regas, LLP	\$ 45,785.80	4340000 - Legal Fees	85	1/8/24 Legal Services Dec'23
Lee Supply Corp	\$ 33.83	4235000 - Building Materials	S101485699.001	1/19/24 Flowing Well Plumbing Repair Parts
MacAllister Machinery Co., Inc.	\$ 184.94	4350000 - Equipment Repairs & Maint.	R64563509401	1/11/24 Repair Parts for Parks & Natural Resources Equipment - Zero Turn Mowers
MacDesigns, Inc.	\$ 1,293.50	4239039 - General Program Supplies	23517	1/16/24 Volunteer T-Shirt Restock 2024
Magers Bookkeeping Services LLC	\$ 120.00	4341999 - Other Professional Fees	1150	1/29/24 2024 Bookkeeping Services - Jan'24
Mainscape	\$ 850.00	4350400 - Grounds Maintenance	1297560	1/13/24 Service - Snow Removal Midtown Plaza 1/13/24
Mainscape	\$ 236.00	4350400 - Grounds Maintenance	1297576	1/10/24 Service - Snow Removal Midtown 1/10/24
Mainscape	\$ 236.00	4350400 - Grounds Maintenance	1297924	1/22/24 Snow & Salting Services - Midtown Plaza
Mainscape	\$ 235.00	4350400 - Grounds Maintenance	1297925	1/23/24 Snow & Salting Services - Midtown Plaza
Mainscape	\$ 873.50	4350400 - Grounds Maintenance	1297838	1/19/24 Snow & Salting Services - Midtown Plaza
Mehl, Eric	\$ 50.00	4344100 - Cellular Phone Fees	Reimb	1/31/24 Cell Phone Fees Jan'24
Menards	\$ 80.92	4238900 - Other Maintenance Supplies	308301824095677	1/18/24 Faucet & Supplies for Administrative Offices Restroom Repair
Menards	\$ 17.65	4235000 - Building Materials	308301124057124	1/11/24 Parks & Natural Resources Miscellaneous Supplies
Menards	\$ 52.01	4237000 - Repair Parts	308301124057124	1/11/24 Parks & Natural Resources Miscellaneous Supplies
Menards	\$ 37.64	4238900 - Other Maintenance Supplies	308301124057124	1/11/24 Parks & Natural Resources Miscellaneous Supplies
Menards	\$ 17.30	4239031 - Street Signs	308301124057124	1/11/24 Parks & Natural Resources Miscellaneous Supplies
Menards	\$ 49.62	4239032 - Posts & Hardware	308301124057124	1/11/24 Parks & Natural Resources Miscellaneous Supplies
Menards	\$ 154.95	4238000 - Small Tools & Minor Equipment	308301824078372	1/17/24 Flowing Well Frozen Pipe Thawing Supplies
Menards	\$ 218.98	4238000 - Small Tools & Minor Equipment	308301824032864	1/18/24 Parks & Natural Resources Equipment Tools & Supplies

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Name	Amount	Account	Num	Memo
Menards	\$ 26.97	4238900 - Other Maintenance Supplies	308301824032864	1/18/24 Parks & Natural Resources Equipment Tools & Supplies
Menards	\$ 13.75	4239039 - General Program Supplies	630539596	1/19/24 Finance Charge
Mid-State Truck Equipment	\$ 426.22	4350000 - Equipment Repairs & Maint.	126921	1/18/24 Service - Parks & Natural Resources Snow Plow Repair
Most Dependable Fountains	\$ 518.00	4237000 - Repair Parts	INV76627	1/22/24 Parks Water Fountain Repair Parts
Mountain Glacier, LLC	\$ 181.81	4350900 - Other Cont. Services	010598803	1/11/24 Drinking Water Parks & Natural Resources/Administrative Offices
Mr. B's Lawn Maintenance, Inc.	\$ 59.32	4350400 - Grounds Maintenance	10134	12/10/23 Turf Maintenance Steckley at Hazel Landing Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,525.27	4350400 - Grounds Maintenance	10137	12/10/23 Turf Maintenance West Park
Mr. B's Lawn Maintenance, Inc.	\$ 268.10	4350400 - Grounds Maintenance	10136	12/10/23 Turf Maintenance Central Park Westermeier Commons
Mr. B's Lawn Maintenance, Inc.	\$ 332.73	4350400 - Grounds Maintenance	10133	12/10/23 Turf Maintenance White River Greenway
Neon One, LLC	\$ 112.00	4355200 - Subscriptions	INV358774	1/27/24 Volunteer Software Agreement Subscription Renewal
Otuvy	\$ 498.96	4341955 - Info Sys Maint/Contracts	INV-764599	1/1/24 Monthly Work Order Software User Fee Jan'24
Otuvy	\$ 269.89	4341955 - Info Sys Maint/Contracts	INV-764753	1/22/24 Monthly Work Order Software User Fee Feb'24
President's Volunteer Service Award, The	\$ 61.51	4359000 - Special Projects	UFB Visa	1/4/24 Presidential Volunteer Service Awards for 2023
PSHRA - Public Sector HR Assoc.	\$ 175.00	4355300 - Organization & Membership Dues	UFB Visa	1/3/24 HR Director Membership Renewal 2024
Public Relations Society of America	\$ 975.00	4357004 - External Instructional Fees	UFB Visa	1/24/24 Online Certificate Program for Marketing Director
Republic Services	\$ 100.11	4350101 - Trash Collection	0761-006241482	11/30/23 Temporary Dumpster for PNR Construction Debris Removal
Republic Services	\$ 517.11	4350101 - Trash Collection	0761-006307172	1/25/24 Trash & Recycling Services - Central Park Westermeier Commons
Republic Services	\$ 476.77	4350101 - Trash Collection	0761-006311321	1/25/24 Trash & Recycling Services - Administrative Office
Southwest Airlines	\$ 671.48	4349000 - Travel Fees & Expenses	UFB Visa	1/10/24 Airfare for NRPA Director's School 2024
Staples	\$ 69.99	4230200 - Office Supplies	3557100773	1/15/24 Administrative Office Supplies
Staples	\$ 41.70	4230200 - Office Supplies	3557100774	1/15/24 Administrative Office Supplies
Staples	\$ 39.49	4230200 - Office Supplies	3557100776	1/15/24 Administrative Office Supplies
Staples	\$ 45.77	4230200 - Office Supplies	3557100783	1/15/24 Marketing Office Supplies
Staples	\$ 326.78	4230200 - Office Supplies	3557100784	1/15/24 Parks & Natural Resources Office Supplies
Staples	\$ 22.95	4239099 - Other Miscellaneous	3558054396	1/29/24 Culture Committee - Random Acts of Kindness Day (2024) Supplies
Terryberry	\$ 42.90	4350900 - Other Cont. Services	P99780	1/24/24 Employee Recognition Gifts - Parks & Natural Resources Staff
TriCo Regional Sewer Utility	\$ 64.45	4348500 - Water & Sewer	1001301 Jan'24	2/1/24 Monon Greenway South Trailhead
TriCo Regional Sewer Utility	\$ 20.12	4348500 - Water & Sewer	1013738	2/1/24 Administrative Offices
TriCo Regional Sewer Utility	\$ 35.18	4348500 - Water & Sewer	1033605 Jan'24	2/1/24 Central Park Westermeier Commons
TriCo Regional Sewer Utility	\$ 208.64	4348500 - Water & Sewer	1041839 Jan'24	2/1/24 Central Park Westermeier Commons
TriCo Regional Sewer Utility	\$ 290.46	4348500 - Water & Sewer	2000677 Jan'24	2/1/24 West Park
UKG Inc.	\$ 10.08	4341999 - Other Professional Fees	PRINV0441180	1/12/24 Payroll Processing Fees
Verizon Wireless	\$ 1,469.16	4344100 - Cellular Phone Fees	9955050120	1/23/24 Cell Phone Charges - Parks & Natural Resources
Walgreens	\$ 17.96	4230200 - Office Supplies	UFB Visa	1/26/24 Photo Printing
Walmart	\$ 16.85	4230100 - Stationary & Printing Materials	UFB Visa	1/16/24 Park Board Presidential Exit Gift Print
WM - Waste Management	\$ 217.03	4350101 - Trash Collection	8481411-1710-3	2/1/24 Trash & Recycling Services Meadowlark Park
WM - Waste Management	\$ 240.54	4350101 - Trash Collection	8481411-1710-3	2/1/24 Trash & Recycling Services Midtown Plaza
Xanderbuilt Tree Care	\$ 4,375.00	4350400 - Grounds Maintenance	10921	1/29/24 Service - Meadowlark Tree Removal
Zoom	\$ 219.89	4355200 - Subscriptions	UFB Visa	1/20/24 Video Conferencing
Jan 16 - Feb 5, 24	\$ 93,867.36			

Carmel/Clay Board of Parks and Recreation
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Name	Amount	Account	Num	Memo
Jan 16 - Feb 5, 24				
Adamson's Karate Studios	\$ 400.00	4340800 · Program Contractors	1248	1/4/24 ESE Program Contractor - Karate
Amazon	\$ 590.08	4239039 · General Program Supplies	1WTH-H3DX-4TCC (C)	1/14/24 ESE Common Club Activity Supplies for Site Plan 3 (2024)
Amazon	\$ 150.97	4239099 · Other Miscellaneous	1WTH-H3DX-4TCC (E)	1/14/24 ESE Main Office Craft Supplies
Amazon	\$ 10.49	4239099 · Other Miscellaneous	1WTH-H3DX-4TCC (G)	1/14/24 Culture Committee Popcorn Day 2024 Decorations
Amazon	\$ (113.04)	4239039 · General Program Supplies	1GV3-V6NH-47FF	1/14/24 ESE Common Club Activity Supplies for Site Plan 3 (2024)
American Camp Association, Inc.	\$ 100.00	4355300 · Organization & Membership Dues	UFB Visa	11/1/23 Annual American Camp Assoc. Membership Renewal
B & H Photo	\$ 267.19	4239039 · General Program Supplies	220451164	1/15/24 Mohawk Trails ESE Office Equipment
BluePay Processing, LLC	\$ 10,681.50	4341999 · Other Professional Fees	INV014924	1/16/24 ESE Credit Card Processing Dec'23
Burkard, Serena	\$ 120.00	4358400 · Refunds, Awards & Indemnities	CK Request	1/29/24 Parent Request Refund
Burns, Sarah	\$ 550.00	4358400 · Refunds, Awards & Indemnities	CK Request	2/1/24 Parent Request Refund
Crisis Prevention Institute, Inc.	\$ 1,849.00	4357004 · External Instructional Fees	NAIN-052870	1/16/24 ESE Inclusion & Engagement Supervisor Training Renewal
Crisis Prevention Institute, Inc.	\$ 3,524.25	4357003 · Internal Instruction Fees	NAIN-052517	1/15/24 ESE Training Materials
Current Publishing	\$ 190.00	4341991 · Marketing & Promotions	74850	1/30/24 Staff Recruitment Advertising
Discount School Supply	\$ 198.92	4239039 · General Program Supplies	W13528420101	1/17/24 Mohawk Trails ESE Club Supplies
Ellis, Max	\$ 318.52	4343000 · Travel Fees & Expenses	Reimb	1/30/24 Mileage Reimbursement 8/2/23 - 12/21/23
Facebook, Inc.	\$ 419.61	4346000 · Classified Advertising	UFB Visa	12/31/23 Recruitment Social Media Ads Fall 2023 ESE
Fitness Finders	\$ 78.68	4239039 · General Program Supplies	INV14601	1/23/24 Prairie Trace ESE - Site Plan 3 (2024) Club Supplies
Fun Express	\$ 127.45	4239039 · General Program Supplies	72921226101	1/9/24 Prairie Trace ESE - Site Plan 3 (2024) Club Supplies
Fun Express	\$ 89.92	4340800 · Program Contractors	72924607101	1/11/24 Cherry Tree ESE - Site Plan 3 (2024) Bingo Prizes
Fun Express	\$ 95.85	4239039 · General Program Supplies	72928135301	1/16/24 Mohawk Trails ESE Club Supplies
Fun Express	\$ 131.70	4239039 · General Program Supplies	72942515201	1/24/24 Clay Center ESE Program Supplies
Haddock, Monica	\$ 237.13	4343000 · Travel Fees & Expenses	Reimb	1/25/24 Mileage Reimbursement 8/2/23-12/27/23
Hammons, Jennifer	\$ 153.27	4343000 · Travel Fees & Expenses	Reimb	1/24/24 Mileage Reimbursement 8/8/23-12/19/23
Indy Fuel	\$ 212.67	4341991 · Marketing & Promotions	UFB Visa	1/22/24 Culture Committee - 2024 Q1 Just for Fun Event 2/8/24
Intuit	\$ 302.57	4341955 · Info Sys Maint/Contracts	UFB Visa	1/26/24 QuickBooks Software & Cloud Hosting Subscription
Iron Mountain	\$ 84.50	4341999 · Other Professional Fees	JDKX070	1/31/24 Off Site File Storage
J E S & Sons 2-Way LLC	\$ 193.00	4350000 · Equipment Repairs & Maint.	92038	1/23/24 Clay Center ESE Radio Repair
Kahoot	\$ 122.40	4355200 · Subscriptions	UFB Visa	1/10/24 ESE Virtual Event/Training App Subscription Renewal
Magers Bookkeeping Services LLC	\$ 450.00	4341999 · Other Professional Fees	1150	1/29/24 2024 Bookkeeping Services - Jan'24
Mail Chimp	\$ 249.50	4355200 · Subscriptions	UFB Visa	1/14/24 Email Marketing Annual Subscription Renewal
McAlister's Deli	\$ 98.01	4239039 · General Program Supplies	2125384	1/118/24 Clay Center ESE Staff Training Dinner 1/18/24
Midwest Parenting Publications, LLC	\$ 1,695.00	4341991 · Marketing & Promotions	4425-M	1/15/24 ESE Summer Camp Advertising 2024
Mountain Glacier, LLC	\$ (24.02)	4350900 · Other Cont. Services	0900509153	12/1/23 Drinking Water ESE
Mountain Glacier, LLC	\$ 73.93	4350900 · Other Cont. Services	0101598798	1/11/24 Drinking Water ESE
Nelson, Katie	\$ 91.70	4343000 · Travel Fees & Expenses	Reimb	2/1/24 Mileage Reimbursement 1/3/24-1/29/24
Pacers Sports & Entertainment	\$ 1,254.00	4343007 · Field Trips	UFB Visa	1/24/24 ESE "RICHER" Student Reward Outing - Feb'24
Ramos, Christopher	\$ 76.90	4343000 · Travel Fees & Expenses	Reimb	1/24/24 Mileage Reimbursement 2/21/23-5/8/23
Ray Marketing powered by Proforma	\$ 78.40	4356004 · Staff Clothing	BR71004072A	12/16/23 ESE Employee Purchase Uniform
Rich, Aimee	\$ 13.08	4343000 · Travel Fees & Expenses	Reimb	2/5/24 Meal Reimbursement for 2024 CPI Conference
S & S Worldwide	\$ 473.03	4239039 · General Program Supplies	IN101326893	1/9/24 Cherry Tree ESE Site Plan 3 (2024) Club Supplies
S & S Worldwide	\$ 141.00	4239039 · General Program Supplies	IN101327384	1/10/24 Smoky Row ESE Site Plan 3 (2024) Supplies
S & S Worldwide	\$ 56.36	4239039 · General Program Supplies	IN101328782	1/12/24 Mohawk Trails ESE Club Supplies
S & S Worldwide	\$ 35.66	4239039 · General Program Supplies	IN101328782	1/12/24 West Clay ESE Program Supplies
S & S Worldwide	\$ 142.26	4239039 · General Program Supplies	IN101333492	1/24/24 West Clay ESE Site Plan 3 (2024) Supplies
S & S Worldwide	\$ 62.98	4239039 · General Program Supplies	IN101333852	1/24/24 Carmel Elementary ESE - Site Plan 3 (2024) Craft Supplies
Staples	\$ 468.71	4239039 · General Program Supplies	3557100777	1/15/24 Cherry Tree ESE Site Plan 3 (2024) Office Supplies
Staples	\$ 172.48	4230200 · Office Supplies	3557100779	1/15/24 West Clay ESE Office Supply
Staples	\$ 48.67	4230200 · Office Supplies	3558054393	1/29/24 ESE Administrative Office Supplies
Staples	\$ 133.01	4230200 · Office Supplies	3558054392	1/29/24 ESE Administrative Office Supplies
Staples	\$ 47.37	4239099 · Other Miscellaneous	3558054395	1/29/24 ESE Awareness Day Site Plan 3 (2024) Supplies
Staples	\$ 22.96	4239099 · Other Miscellaneous	3558054396	1/29/24 Culture Committee - Random Acts of Kindness Day (2024) Supplies
Staples	\$ 161.88	4239039 · General Program Supplies	3557531378	1/22/24 Woodbrook ESE - Office & Club Supplies
Staples	\$ 106.37	4239039 · General Program Supplies	3558054388	1/29/24 College Wood ESE Office Supplies
UKG inc.	\$ 36.25	4341999 · Other Professional Fees	PRINV00441180	1/12/24 Payroll Processing Fees

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UKG Inc.	\$ 158.85	4341999 - Other Professional Fees	ARINV0337641	1/15/24 Payroll Check Printing Fees
Ultimate Ninjas	\$ 1,260.00	4343007 - Field Trips	15	1/5/24 ESE School's Out Camp West Field Trip 1/5/24
United Art and Education	\$ 87.70	4239039 - General Program Supplies	INV230615	1/22/24 Cherry Tree ESE Program Supplies
Urban Air	\$ 1,390.99	4343007 - Field Trips	475707-B0BA09FD	1/5/24 ESE School's Out Camp Winter Break East Field Trip 1/5/24
USPS	\$ 5.18	4350000 - Equipment Repairs & Maint.	UFB Visa	1/24/24 Shipping for Cherry Tree Radio Repairs
USPS	\$ 5.17	4350000 - Equipment Repairs & Maint.	UFB Visa	1/24/24 Shipping for Carmel Elementary Radio Repairs
Verizon Wireless	\$ 499.59	4344100 - Cellular Phone Fees	9955034928	1/23/24 Cell Phone Charges - ESE
Walmart	\$ 105.25	4239099 - Other Miscellaneous	773363483222709	12/29/23 ESE Administrative Office Replacement Supplies
Walmart	\$ 53.80	4239039 - General Program Supplies	984004743685134	1/4/24 Carmel Elementary ESE Program Supplies
Walmart	\$ 77.50	4239039 - General Program Supplies	984011569505276	1/11/24 ESE - MLK Day/President's Day School's Out Camp Supplies
Walmart	\$ 196.46	4239039 - General Program Supplies	334008630373341	1/8/24 ESE MLK Day/President's Day School's Out Camp Supplies
Walmart	\$ 40.44	4239039 - General Program Supplies	784010582590030	1/10/24 Forest Dale ESE - Office Supplies
Walmart	\$ 138.70	4239039 - General Program Supplies	774012648642714	1/12/24 ESE School's Out Camp East - MLK Day/President's Day 2024 Activity Supplies
Walmart	\$ 303.55	4239039 - General Program Supplies	984017642235211	1/17/24 Mohawk Trails ESE Site Plan 3 (2024) Supplies
Walmart	\$ 129.28	4239039 - General Program Supplies	164018555151890	1/18/24 West Clay ESE - Site Plan 3 (2024) General Supplies
Walmart	\$ 36.90	4239039 - General Program Supplies	334022810393103	1/22/24 Carmel Elementary ESE Staff Monthly Meeting Supplies
Walmart.com	\$ 87.52	4230200 - Office Supplies	UFB Visa	1/15/24 ESE Administrative - Site Plan 3 (2024) Common Supplies
Walmart.com	\$ 239.07	4239039 - General Program Supplies	UFB Visa	1/3/24 School's Out Camp East - MLK & President's Day Supplies
Walmart.com	\$ 89.96	4239039 - General Program Supplies	UFB Visa	1/19/24 Cherry Tree ESE - Small Equipment Replacements
Willow Marketing Management, Inc.	\$ 75.00	4341955 - Info Sys Maint/Contracts	24222	1/31/24 CCPR Website Hosting 2024 - Jan'24
Willow Marketing Management, Inc.	\$ 75.00	4341955 - Info Sys Maint/Contracts	24151	12/31/23 CCPR Website Hosting - Dec'23
Jan 16 - Feb 5, 24	\$ 32,248.03			

Carmel/Clay Board of Parks and Recreation
Claim Sheet Fund 109 - Monon Community Center
February 13, 2024

Name	Amount	Account	Num	Memo
Jan 16 - Feb 5, 24				
Ace - Pak Products Inc.	\$ 622.63	4238900 - Cleaning & Maint. Supplies	A-12092	1/19/24 Monon Community Center Janitorial Supplies 1/19/24
AlphaCard	\$ 959.58	4239039 - General Program Supplies	INV7239902	1/24/24 Monon Community Center Front Desk Membership Key FOB's
Amazon	\$ 59.99	4239039 - General Program Supplies	1WTH-H3DX-4TCC (A)	1/14/24 Cleaning Equipment for Kidzone
Amazon	\$ 148.94	4238900 - Cleaning & Maint. Supplies	1WTH-H3DX-4TCC (F)	1/14/24 Replacement Bottle Filler Filters for Monon Community Center
Amazon	\$ 10.49	4239099 - Other Miscellaneous	1WTH-H3DX-4TCC (G)	1/14/24 Culture Committee - Popcorn Day 2024 Decorations
Amazon	\$ 143.56	4239039 - General Program Supplies	1MWY-6Q4R-4XKP	1/14/24 Small Equipment for "My Monon Rewards" Program
American Red Cross	\$ 414.00	4358300 - Other Fees & Licenses	22656157	1/17/24 Lifeguard Recertification Class 12/28/23
American Red Cross	\$ 230.00	4358300 - Other Fees & Licenses	22656157	1/17/24 Lifeguard Class 1/7/24
American Red Cross	\$ 380.00	4358300 - Other Fees & Licenses	22656157	1/17/24 First Aid/CPR/AED Certifications
AT&T	\$ 106.11	4344000 - Telephone Line Charges	UFB Visa	1/24/24 Monon Community Center Alarms & Elevators
BGI Fitness	\$ 1,155.00	4237000 - Repair Parts	41580	1/19/24 Fitness Center Equipment Replacement Pads
Brainstorm Print	\$ 715.00	4345000 - Printing (Not Office Supplies)	143546	1/29/24 MCC New Member Welcome Series Print Restock
Central Indiana Hardware	\$ 1,236.20	4237000 - Repair Parts	7347962	1/25/24 Replacement Parts for MCC Exterior Doors
Chardon Laboratories, Inc.	\$ 275.00	4350100 - Building Repairs & Maint.	021628	1/16/24 2024 Hot Water Testing of Monon Community Center Boiler
Cintas Corporation	\$ 489.93	4238900 - Cleaning & Maint. Supplies	4180163219	1/15/24 Monon Community Center Cleaning Supplies
Cintas Corporation	\$ 489.93	4238900 - Cleaning & Maint. Supplies	4180880065	1/22/24 Monon Community Center Cleaning Supplies
Constellation NewEnergy	\$ 3,541.76	4349000 - Gas	3948728	1/29/24 Monon Community Center
Corvus Janitorial Systems	\$ 499.00	4350600 - Cleaning Services	401191002-369	1/1/24 2024 Janitorial Services - MCC - Jan'24 Additional for 2024 Price Increase
Corvus Janitorial Systems	\$ 678.00	4350600 - Cleaning Services	401191001-368	1/1/24 2024 Janitorial Services MCC - Jan'24 Additional for 2024 Price Increase
Corvus Janitorial Systems	\$ 10,494.00	4350600 - Cleaning Services	402191002-108	2/1/24 2024 Janitorial Services - MCC Feb'24
Corvus Janitorial Systems	\$ 14,253.00	4350600 - Cleaning Services	402191001-109	2/1/24 2024 Janitorial Services - MCC Feb'24 Day Service
Cummins Crosspoint	\$ 377.95	4350000 - Equipment Repairs & Maint.	N8-91113	1/10/24 2023-2025 Three Year Service Preventative Maintenance for Generator
Current Publishing	\$ 285.00	4341991 - Marketing & Promotions	74850	1/30/24 Staff Recruitment & MCC Membership Ads
Direct Fitness Solutions, LLC	\$ 778.00	4350000 - Equipment Repairs & Maint.	0585640-IN	1/22/24 Fitness Equipment Preventative Maintenance Jan'24
Duke Energy	\$ 5,165.27	4348000 - Electricity	910123160391 Jan'24	1/31/24 Monon Community Center 1
Duke Energy	\$ 21,602.03	4348000 - Electricity	910123195102 Jan'24	1/31/24 Monon Community Center II
Ellis Mechanical & Electrical	\$ 4,449.90	4350900 - Other Cont. Services	24005	1/23/24 2023 Monon Community Center HVAC Preventative Maintenance QTR 4
Ellis Mechanical & Electrical	\$ 934.17	4350100 - Building Repairs & Maint.	231324	1/23/24 Service Call - Condensation Leak on AHU-4
Ellis Mechanical & Electrical	\$ 4,024.55	4350900 - Other Cont. Services	24028	1/31/24 2024 Monon Community Center RTU's & Split System Preventative Maintenance QTR 1
Ellis Mechanical & Electrical	\$ 828.00	4350000 - Equipment Repairs & Maint.	240110	1/31/24 Service - Monon Community Center Unit #AHU-10 Repair
Environmental Laboratories, Inc.	\$ 66.00	4350900 - Other Cont. Services	20392536	1/18/24 Weekly Water Testing - MCC Indoor 1/17/24
Environmental Laboratories, Inc.	\$ 66.00	4350900 - Other Cont. Services	20392886	1/29/24 Weekly Water Testing - MCC Indoor 1/24/24
Facebook, Inc.	\$ 449.03	4341991 - Marketing & Promotions	UFB Visa	12/31/23 MCC Membership Ads
Google	\$ 279.60	4341991 - Marketing & Promotions	UFB Visa	1/1/24 MCC Membership Campaign Advertising
Graybar	\$ 3,441.81	4237000 - Repair Parts	9335524871	1/11/24 Exterior LED Light Fixtures Replacements for Monon Community Center
Indiana University	\$ 470.00	4357004 - External Instructional Fees	473714	1/17/24 2024 Executive Development Program Conference Registration 4/14-4/17/24 - John Lampe
Indiana University	\$ 470.00	4357004 - External Instructional Fees	473713	1/17/24 2024 Executive Development Program Conference Registration 4/14-4/17/24 - Sean Robert
Indy Fuel	\$ 212.67	4341991 - Marketing & Promotions	UFB Visa	1/22/24 Culture Committee - 2024 Q1 Just for Fun Event 2/8/24
Intuit QuickBooks	\$ 302.56	4341955 - Info Sys Maint/Contracts	UFB Visa	1/26/24 QuickBooks Software & Cloud Hosting Subscription
Iron Mountain	\$ 84.50	4341999 - Other Professional Fees	JDXX070	1/31/24 Off Site File Storage
Kully Supply	\$ 169.76	4238900 - Cleaning & Maint. Supplies	633016	1/18/24 Monon Community Center Drinking Fountain Replacement Parts
Lee Supply Corp	\$ 33.79	4237000 - Repair Parts	5101468112.001	1/10/24 Monon Community Center Indoor Activity Pool Feature Plumbing Repair Parts
Magers Bookkeeping Services LLC	\$ 435.00	4341999 - Other Professional Fees	1150	1/29/24 2024 Bookkeeping Services - Jan'24
Mail Chimp	\$ 249.50	4355200 - Subscriptions	UFB Visa	1/14/24 Email Marketing Annual Subscription Renewal
Menards	\$ 36.70	4350000 - Equipment Repairs & Maint.	308336123053942	12/27/23 MCC Indoor Activity Pool Plumbing Repair Supplies
Menards	\$ 4.62	4238900 - Cleaning & Maint. Supplies	308301524078125	1/15/24 Plumbing Services for MCC Indoor Activity Pool
Menards	\$ 148.22	4238900 - Cleaning & Maint. Supplies	308335623028569	12/22/23 Maintenance Supplies for Monon Community Center
Menards	\$ 85.92	4238900 - Cleaning & Maint. Supplies	308300924067907	1/9/24 Maintenance Supplies for Monon Community Center
Menards	\$ 96.88	4237000 - Repair Parts	308300224021745	2/13/24 Monon Community Center Maintenance Supplies
Midwest Parenting Publications, LLC	\$ 3,190.00	4341991 - Marketing & Promotions	4409-M	1/15/24 Monon Community Center Membership Advertising - Feb'24
Mobile Mini, Inc.	\$ 281.34	4353099 - Other Rental & Leases	9020087687	2/1/24 Waterpark Furniture Storage Feb'24
Mobile Mini, Inc.	\$ 281.34	4353099 - Other Rental & Leases	9020087690	1/2/24 Waterpark Furniture Storage Feb'24
Mobile Mini, Inc.	\$ 281.34	4353099 - Other Rental & Leases	9020104305	2/2/24 Waterpark Furniture Storage Feb'24
Normand, Mike	\$ 50.00	4344100 - Cellular Phone Fees	Reimb	1/22/24 Cell Phone Reimbursement Dec'23

Carmel/Clay Board of Parks and Recreation
Claim Sheet Fund 109 - Monon Community Center
February 13, 2024

Name	Amount	Account	Num	Memo
Occupational Health Centers	\$ 57.00	4340700 · Medical Fees (Drug Tests)	1015277548	1/9/24 New Hire Drug Screen - MCC Full Time Staff
Occupational Health Centers	\$ 465.00	4340700 · Medical Fees (Drug Tests)	1015306094	1/23/24 Respirator Fit Testing - MCC Aquatics Staff
Otuvy	\$ 453.60	4341955 · Info Sys Maint/Contracts	INV-764599	1/1/24 Monthly Work Order Software User Fee Jan'24
Otuvy	\$ 269.89	4341955 · Info Sys Maint/Contracts	INV-764753	1/22/24 Monthly Work Order Software User Fee Feb'24
Pure Soul	\$ 85.00	4340800 · Program Contractors	131	1/11/24 Contracted Program - Paddle Board Basics
Pure Soul	\$ 174.00	4340800 · Program Contractors	134	1/25/24 Contracted Program - Paddle Board Yoga
Ray Marketing powered by Proforma	\$ 418.70	4356004 · Staff Clothing	BR71004060A	1/20/24 Uniforms for Inventory & Monon Community Center New Hires
Republic Services	\$ 1,351.71	4350101 · Trash Collection	0761-006306069	1/25/24 Trash & Recycling - Monon Community Center
Spear Corporation	\$ 7,257.11	4350000 · Equipment Repairs & Maint.	325553	1/23/24 Replacement Parts for Aquatic Lift Equipment
Staples	\$ 29.99	4230200 · Office Supplies	3557531380	1/22/24 Monon Community Center Office Supplies
Staples	\$ 144.83	4230200 · Office Supplies	3557531381	1/22/24 Guest Services Sanitization Supplies
Staples	\$ 20.60	4230200 · Office Supplies	3557531381	1/22/24 Monon Community Center Office Supplies
Staples	\$ (60.86)	4230200 · Office Supplies	3558054390	1/29/24 Guest Services Sanitization Supplies
Staples	\$ 60.86	4230200 · Office Supplies	3558054391	1/29/24 Guest Services Sanitization Supplies
Staples	\$ 12.09	4230200 · Office Supplies	3558054389	1/29/24 Monon Community Center Office Supplies
Staples	\$ 70.79	4239039 · General Program Supplies	3558054394	1/29/24 Supplies for Kidzone
Staples	\$ 22.96	4239099 · Other Miscellaneous	3558054396	1/29/24 Culture Committee - Random Acts of Kindness Day (2024) Supplies
SuperSaas BV	\$ 46.00	4355200 · Subscriptions	UFB Visa	1/4/24 MCC Reservation Booking Subscription
TriCo Regional Sewer Utility	\$ 846.82	4348500 · Water & Sewer	1001164 Jan'24	2/1/24 Monon Community Center
TriCo Regional Sewer Utility	\$ 1,000.10	4348500 · Water & Sewer	1020958 Jan'24	2/1/24 Monon Community Center
UKG Inc.	\$ 292.88	4341999 · Other Professional Fees	ARINV0337641	1/15/24 Payroll Check Printing Fees
UKG Inc.	\$ 66.17	4341999 · Other Professional Fees	PRINV441180	1/12/24 Payroll Processing Fees
UKG Inc.	\$ 44.67	4341999 · Other Professional Fees	ARINV0337641	1/15/24 Payroll Check Printing Fees
Verizon Wireless	\$ 120.04	4344100 · Cellular Phone Fees	9955034928	1/23/24 Jet Packs at Monon Community Center
WFVI TV	\$ 1,550.00	4341991 · Marketing & Promotions	255-16815-2	1/28/24 MCC Membership - Radio & Print Advertising
Williams Associates Architects	\$ 24,360.00	4462000 · Parks MC Admin, Structure Impmnt	0022266	1/29/24 MCC Multipurpose Room West/Kidzone Improvements
Willow Marketing Management, Inc.	\$ 99.00	4341991 · Marketing & Promotions	24223	1/31/24 Website Enhancement Subscription
Willow Marketing Management, Inc.	\$ 75.00	4341955 · Info Sys Maint/Contracts	24151	12/31/23 CCPR Website Hosting - Dec'23
Willow Marketing Management, Inc.	\$ 75.00	4341955 · Info Sys Maint/Contracts	24222	1/31/24 CCPR Website Hosting - Jan'24
WTHR	\$ 4,806.75	4341991 · Marketing & Promotions	2796031-2	1/14/24 Monon Community Center Membership TV & Digital Advertising Jan'24
Zogics, LLC	\$ 2,510.10	4238900 · Cleaning & Maint. Supplies	339938	1/16/24 Gym Wipes Jan'24
Jan 16 - Feb 5, 24	\$ 133,259.37			

Carmel/Clay Board of Parks and Recreation
 Claim Sheet Fund 110 - Parks and Recreation
 February 13, 2024

Name	Amount	Account	Num	Memo
Jan 16 - Feb 5, 24				
Access Display Group Inc.	\$ 992.12	4238900 - Other Maintenance Supplies	D456826	1/23/24 Park Shelter Reservation Message Boards West Park
Carmel Utilities	\$ 14.92	4348500 - Water & Sewer	7051300000 Dec'23	1/19/24 Central Park Dog Park
Carmel Utilities	\$ 96.60	4348500 - Water & Sewer	5200000000-Jan'24	2/2/24 Perelman Pavilion
Carmel Utilities	\$ 217.06	4348500 - Water & Sewer	2623000000-Jan'24	2/2/24 Wilfong Pavilion
CenterPoint Energy	\$ 922.62	4349000 - Gas	55889065 Dec'23	1/9/24 Perelman Pavilion
Chardon Laboratories	\$ 275.00	4350900 - Other Cont. Services	021778	1/16/24 Boiler Service for Perelman Pavilion QTR 2
Corvus Janitorial Systems	\$ 38.00	4350600 - Cleaning Services	401191003-366	1/1/24 2024 Janitorial Services - Wilfong Pavilion - Feb'24 Additional for 2024 Price Increase
Corvus Janitorial Systems	\$ 813.00	4350600 - Cleaning Services	402191003-111	2/1/24 2024 Janitorial Services - Wilfong Pavilion - Feb'24
Corvus Janitorial Systems	\$ 64.00	4350600 - Cleaning Services	401191010-367	1/1/24 2024 Janitorial Services - Perelman Pavilion - Jan'24 Additional for 2024 Price Increase
Corvus Janitorial Systems	\$ 1,359.00	4350600 - Cleaning Services	402191010-112	1/1/24 2024 Janitorial Services - Perelman Pavilion - Jan'24 Additional for 2024 Price Increase
Duke Energy	\$ 1,027.79	4348000 - Electricity	910122730092-Jan'24	1/31/24 Wilfong Pavilion
Duke Energy	\$ 354.05	4348000 - Electricity	910121498172-Jan'24	1/29/24 Central Park Dog Park
Ellis Mechanical & Electrical	\$ 186.50	4350100 - Building Repairs & Maint.	231652	1/23/24 Service Call - WSHF-6 Unit
Graybar	\$ 831.17	4237000 - Repair Parts	9335535830	1/11/24 Replacement Photocell for Perelman Pavilion Lutron System
Green Touch Services, Inc.	\$ 300.00	4350400 - Grounds Maintenance	144600	1/11/24 Dog Park Snow & Ice Management 1/10/24
Green Touch Services, Inc.	\$ 600.00	4350400 - Grounds Maintenance	144682	1/16/24 Dog Park Snow & Ice Management 1/13/24 and 1/14/24
Green Touch Services, Inc.	\$ 1,150.00	4350400 - Grounds Maintenance	144689	1/16/24 Perelman Pavilion - Ice Melt Services 1/13/24 & 1/14/24
Green Touch Services, Inc.	\$ 1,500.00	4350400 - Grounds Maintenance	144685	1/16/24 Founders Park - Ice Melt Services 1/13/24 & 1/14/24
Green Touch Services, Inc.	\$ 300.00	4350400 - Grounds Maintenance	144828	1/24/24 Dog Park Snow & Ice Management 1/22/24
Green Touch Services, Inc.	\$ 625.00	4350400 - Grounds Maintenance	144784	1/23/24 Dog Park Snow & Ice Management 1/18/24 and 1/19/24
Magers Bookkeeping Services LLC	\$ 175.00	4341999 - Other Professional Fees	1150	1/29/24 2024 Bookkeeping Services - Jan'24
Republic Services	\$ 211.63	4350101 - Trash Collection	0761-006306470	1/25/24 Trash & Recycling Services - Wilfong Pavilion
Republic Services	\$ 121.87	4350101 - Trash Collection	0761-006307486	1/25/24 Trash & Recycling Services - Perelman Pavilion
SmithGroup	\$ 375.00	4350900 - Other Cont. Services	0176114	1/18/24 Engagement of Services - The Corner Project
Staples	\$ 84.62	4238900 - Other Maintenance Supplies	3557100781	1/15/24 Replacement Clocks for Wilfong Pavilion
TriCo Regional Sewer Utility	\$ 117.82	4348500 - Water & Sewer	1039051 Jan'24	2/1/24 Perelman Pavilion
Jan 16 - Feb 5, 24	<u>\$ 12,752.77</u>			

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
 February 13, 2024

Name	Amount	Class	Account	Number	Memo
Fund 103 - Capital Fund					
SJCA Inc.	\$ 3,975.50	103	4460715 - White River Greenway	20923	12/21/23 White River Greenway North Extension Construction (READi Grant) PO#58269
Total Fund 103	\$ 3,975.50				
Fund 106 - Park Impact Fee					
Kroger Gardis & Regas LLP	\$ 957.50	106	4460715 -White River Greenway	85	1/8/23 Legal Fees Dec'23
United Construction Services	\$ 42,298.28	106	4460708 -West Park	Pay App 4	1/15/24 West Park Shelters Project PO#57838
Total Fund 106	\$ 43,255.78				
Fund 101 - General Fund Reserve Encumbrance					
Amazon Capital Services	\$ 381.64	1125401	(R) 4239039 - General Program Supplies	1GV3-V6NH-47FF	1/14/24 Park Stewardship Project Supplies PO#58972
Cargill, Incorporated	\$ 2,234.00	1125401	(R) 4236500 - Salt & Calcium	2909008280	1/11/24 Winter 2023-2024 Built Road Salt Order PO#58694
ClearCompany	\$ 999.00	1125101	(R) 4341955 - Info Sys Maint/Contracts	38229	11/3/23 HR Recruitment Software Historical Data PO#58610
Ellis Mechanical, Inc.	\$ 144.70	1125404	(R) 4350100 - Building Repairs & Maintenance	24006	1/23/24 2023 HVAC Preventative Maintenance Westernmeyer Commons QTR 4 PO#57426
MR. B's Lawn Maintenance	\$ 115.50	1125424	(R) 4350400 - Grounds Maintenance	10118	12/10/23 Turf Maintenance Bear Creek Park PO#57730
MR. B's Lawn Maintenance	\$ 532.34	1125403	(R) 4350400 - Grounds Maintenance	10119	12/10/23 Turf Maintenance Carey Grove Park PO#57730
MR. B's Lawn Maintenance	\$ 326.60	1125404	(R) 4350400 - Grounds Maintenance	10121	12/10/23 Turf Maintenance Central Waterpark PO#57730
MR. B's Lawn Maintenance	\$ 634.48	1125405	(R) 4350400 - Grounds Maintenance	10122	12/10/23 Turf Maintenance Cherry Tree Park PO#57730
MR. B's Lawn Maintenance	\$ 247.28	1125407	(R) 4350400 - Grounds Maintenance	10123	12/10/23 Turf Maintenance Flowing Well Park PO#57730
MR. B's Lawn Maintenance	\$ 627.89	1125411	(R) 4350400 - Grounds Maintenance	10126	12/10/23 Turf Maintenance Inlow Park PO#57730
MR. B's Lawn Maintenance	\$ 524.42	1125414	(R) 4350400 - Grounds Maintenance	10128	12/10/23 Turf Maintenance Meadowlark Park PO#57730
MR. B's Lawn Maintenance	\$ 9.85	1125414	(R) 4350400 - Grounds Maintenance	10128	12/10/23 Turf Maintenance Meadowlark Park PO#57731
MR. B's Lawn Maintenance	\$ 279.00	1125419	(R) 4350400 - Grounds Maintenance	10130	12/10/23 Turf Maintenance West Park PO#57731
MR. B's Lawn Maintenance	\$ 206.93	1125417	(R) 4350400 - Grounds Maintenance	10131	12/10/23 Turf Maintenance Prairie Meadow Park PO#57731
MR. B's Lawn Maintenance	\$ 757.68	1125418	(R) 4350400 - Grounds Maintenance	10132	12/10/23 Turf Maintenance River Heritage Park PO#57731
MR. B's Lawn Maintenance	\$ 371.00	1125425	(R) 4350400 - Grounds Maintenance	10135	12/10/23 Turf Maintenance Thomas Marcuccilli Park PO#57731
MR. B's Lawn Maintenance	\$ 97.03	1125410	(R) 4350400 - Grounds Maintenance	10134	12/10/23 Turf Maintenance Steckley at Hazel Landing Park PO#57731
Neon One, LLC	\$ 107.00	1125101	(R) 4355200 - Subscriptions	INV358774	1/27/23 Volunteer Software Agreement Jan'24 PO#56223
Recreation Insites, LLC	\$ 228.90	1125403	(R) 4239000 - Miscellaneous	1039	12/17/23 Replacement Parts for Carey Grove Playground PO#58973
Republic Services	\$ 766.07	1125401	(R) 4350101 - Trash Services	0761-006241482	11/30/23 Temporary Dumpster for PNR Construction Debris Removal PO#58740
Rundell Ernstberger Associates, Inc.	\$ 2,136.00	1125101	(R) 4340400 - Consulting Fees	2023-1714-05	1/15/24 Professional Services Agreement - Monon BLVD Spray Plaza PO#58532
Encumbrance	\$ 11,727.31				
CCPR Internal Transfers					
R & F - Perelman Pavilion	\$ 3,150.00	1081-99	4341999 - Other Professional Fees	Internal Transfer	2/1/24 ESE Winter Break Camp Usage - Perelman Pavilion
R & F - Wilfong Pavilion	\$ 2,450.00	1081-99	4341999 - Other Professional Fees	Internal Transfer	2/1/24 2023 ESE Winter Break Camp Usage - Wilfong Pavilion
TOTAL - CCPR Internal Transfers	\$ 5,600.00				

Refund Report

Feb 7, 2024

2:30 PM

Receipt Date/Time: From Jan 1, 2024 12:00 AM through Jan 31, 2024 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2002379.004	Jan 17, 2024	4:43 PM	Smiley, Landry	Credit Card Account	No: *9368 Exp: 06/2028	-\$ 63.75	
					Staff Error		-\$ 63.75
2002380.004	Jan 17, 2024	6:12 PM	Eibel, James	Credit Card Account	No: *1005 Exp: 02/2026	-\$ 24.00	
					Staff Error		-\$ 24.00
2002381.004	Jan 21, 2024	7:48 AM	Oblazney, Brandon	Credit Card Account	No: *6436 Exp: 04/2027	-\$ 48.00	
					Guest Request		-\$ 48.00
2002382.004	Jan 22, 2024	3:01 PM	Stanley, Jeana	Credit Card Account	No: *3100 Exp: 02/2025	-\$ 852.00	
					Staff Error		-\$ 852.00
2002383.004	Jan 24, 2024	8:13 AM	Ball, Michael	Credit Card Account	No: *3792 Exp: 09/2026	-\$ 45.00	
					Guest Request		-\$ 45.00
2002384.004	Jan 24, 2024	8:13 AM	Ball, Jill	Credit Card Account	No: *3792 Exp: 09/2026	-\$ 45.00	
					Guest Request		-\$ 45.00
2002385.004	Jan 25, 2024	5:08 PM	Stewart, Gretchen	Credit Card Account	No: *6567 Exp: 06/2028	-\$ 48.00	
					Guest Request		-\$ 48.00
2002386.004	Jan 26, 2024	8:05 PM	Mcclain, Kole	Credit Card Account	No: *8887 Exp: 06/2026	-\$ 800.00	
					Staff Error		-\$ 800.00
2002387.004	Jan 29, 2024	8:58 PM	Warner, Kevin	Credit Card Account	No: *1282 Exp: 12/2024	-\$ 106.00	
					Staff Error		-\$ 106.00
2002388.004	Jan 30, 2024	10:40 AM	Foster, Jill	Credit Card Account	No: *4155 Exp: 08/2026	-\$ 107.00	
					Staff Error		-\$ 107.00
2002389.004	Jan 30, 2024	6:02 PM	Aker, Monica	Credit Card Account	No: *7312 Exp: 05/2026	-\$ 32.00	
					Monica Aker: Staff Error.		-\$ 32.00

Refund Report

Feb 7, 2024
2:30 PM

Receipt Date/Time: From Jan 1, 2024 12:00 AM through Jan 31, 2024 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2003101.006	Jan 8, 2024	12:09 PM	NAAMAN, GREGG	Credit Card Account	No: *9816 Exp:	-\$ 59.00	
							-\$ 59.00
2003102.006	Jan 10, 2024	11:43 AM	Murphy, Margaret	Credit Card Account	No: *9138 Exp: 10/2026	-\$ 65.00	
					Low Enrollment		-\$ 65.00
2003103.006	Jan 10, 2024	11:52 AM	Mayhugh, Quentin	Credit Card Account	No: *3512 Exp: 06/2028	-\$ 65.00	
					Low Enrollment		-\$ 65.00
2010024.003	Jan 3, 2024	11:52 AM	Edizer, Burcu	Credit Card Account	No: *0629 Exp: 07/2026	-\$ 55.00	
					Guest Request		-\$ 55.00
2010025.003	Jan 4, 2024	3:37 PM	Madrid, Christopher	Credit Card Account	No: *2190 Exp: 12/2026	-\$ 65.00	
					Advanced Request		-\$ 65.00
2010027.003	Jan 5, 2024	1:48 PM	DeBiase, Kristin	Credit Card Account	No: *2761 Exp: 06/2027	-\$ 40.00	
					Guest Request		-\$ 40.00
2010028.003	Jan 5, 2024	1:55 PM	DeBiase, Kristin	Credit Card Account	No: *2761 Exp: 06/2027	-\$ 28.00	
					Guest Request		-\$ 28.00
2010029.003	Jan 5, 2024	3:18 PM	Houseman, Scott	Credit Card Account	No: *2005 Exp: 09/2027	-\$ 30.00	
					Guest Request		-\$ 30.00
2010030.003	Jan 9, 2024	4:02 PM	Rzeszutko, Nancy	Credit Card Account	No: *7070 Exp: 05/2028	-\$ 70.00	
					Guest Request		-\$ 70.00
2010031.003	Jan 10, 2024	1:05 PM	Trump, Denise	Credit Card Account	No: *6925 Exp: 02/2026	-\$ 56.00	
					Guest Request		-\$ 56.00
2010032.003	Jan 10, 2024	1:09 PM	asuras, laura	Credit Card Account	No: *8314 Exp: 08/2024	-\$ 30.00	
							-\$ 30.00

Refund Report

Feb 7, 2024
2:30 PM

Receipt Date/Time: From Jan 1, 2024 12:00 AM through Jan 31, 2024 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2010033.003	Jan 11, 2024	12:49 PM	Maple, Jenna	Credit Card Account	No: *7521 Exp: 04/2026	-\$ 38.00	
					Guest Request		-\$ 38.00
2010034.003	Jan 11, 2024	12:49 PM	Maple, Jenna	Credit Card Account	No: *7521 Exp: 04/2026	-\$ 38.00	
					Guest Request		-\$ 38.00
2010035.003	Jan 11, 2024	2:10 PM	Hobson, Nicole	Credit Card Account	No: *1086 Exp: 04/2028	-\$ 30.00	
					Low Enrollment		-\$ 30.00
2010036.003	Jan 12, 2024	3:34 PM	McCarley, Hillary	Credit Card Account	No: *9812 Exp: 05/2028	-\$ 22.00	
					Guest Request		-\$ 22.00
2010037.003	Jan 16, 2024	5:21 PM	Kaser, Karen	Credit Card Account	No: *2680 Exp: 02/2028	-\$ 9.50	
							-\$ 9.50
2010038.003	Jan 17, 2024	8:54 AM	Dhar, Premjit	Credit Card Account	No: *7613 Exp: 11/2027	-\$ 55.00	
					Guest Request		-\$ 55.00
2010039.003	Jan 17, 2024	8:55 AM	Dhar, Premjit	Credit Card Account	No: *7613 Exp: 11/2027	-\$ 55.00	
					Guest Request		-\$ 55.00
2010040.003	Jan 17, 2024	8:55 AM	Dhar, Premjit	Credit Card Account	No: *7613 Exp: 11/2027	-\$ 55.00	
					Guest Request		-\$ 55.00
2010041.003	Jan 17, 2024	12:49 PM	Rivelli, Matt	Credit Card Account	No: *5598 Exp: 11/2024	-\$ 22.00	
					Guest Request		-\$ 22.00
2010042.003	Jan 18, 2024	4:08 PM	Friedericks, Katie	Credit Card Account	No: *0793 Exp: 12/2025	-\$ 15.00	
					Program Cancelled		-\$ 15.00
2010043.003	Jan 18, 2024	4:18 PM	Estrada McBride , Oriel	Credit Card Account	No: *7321 Exp: 05/2026	-\$ 15.00	
					Program Cancelled		-\$ 15.00

Refund Report

Feb 7, 2024
2:30 PM

Receipt Date/Time: From Jan 1, 2024 12:00 AM through Jan 31, 2024 11:59 PM

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2010044.003	Jan 31, 2024	11:55 AM	Wise, Laura	Credit Card Account	No: *3089 Exp: 08/2026	-\$ 55.00	
Guest Request							-\$ 55.00

Totals:	Mail Check:	\$ 0.00
	Credit Card Refund:	-\$ 3,143.25
	To Account:	\$ 0.00
	In Cash:	\$ 0.00
	Debit Card:	\$ 0.00
	Gift Card:	\$ 0.00

Grand Total: -\$ 3,143.25

EZChildTrack Credit Card Refund Report**Program: Extended School Enrichment/Summer Camp Series****Transaction Detail: 1/1/24 - 1/31/24**

Primary Account Name	Posted On	\$ Amount
Cocks, Monica E	1/5/2024	\$ 282.00
Cocks, Monica E	1/5/2024	\$ 282.00
Whittam, Sarah	1/10/2024	\$ 142.00
Shaffer, Samantha	1/11/2024	\$ 272.00
Total		\$ 978.00

Carmel/Clay Board of Parks and Recreation
Claim Sheet
February 13, 2024

Fund	Amount
TOTAL PARKS GENERAL FUND 101	93,867.36
TOTAL PARKS GENERAL FUND 101 RESERVE	11,727.31
TOTAL EXTENDED SCHOOL ENRICHMENT FUND 108	32,248.03
TOTAL MONON COMMUNITY CENTER FUND 109	133,259.37
TOTAL PARKS FACILITIES FUND 110	12,752.77
TOTAL PARKS CAPITAL FUND 103	3,975.50
TOTAL PARK IMPACT FEE FUND 106	43,255.78
TOTAL PARKS GIFT FUND 853	0.00
CCPR Internal Transfers	5,600.00
Active Software Fees	1/8/24 - 1/28/24 13,792.87
Active Software Credit Card Refunds	January 2024 3,143.25
EZChildTrack Software Credit Card Refunds	January 2024 978.00
TOTAL CLAIM SHEET	<u>354,600.24</u>

DocuSigned by:

Lin Zheng

2/8/2024

Signature

Date

*I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

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 February 13, 2024	
DOLLAR AMOUNT / FUND N/A	MEETING DATE February 13, 2024

SUMMARY:

The Clay Township Claim Sheet dated February 13, 2024 is included for comment, corrections, additions, or deletions.

STAFF RECOMMENDATION:

“I move to approve the Clay Township Claim Sheet dated February 13, 2024.”

Carmel/Clay Board of Parks and Recreation
Claim Sheet for
Clay Township of Hamilton County
February 13, 2024

Name	Amount	Account		Number	Memo
Belson Outdoors Inc.	\$ 9,553.53	1215	4AA - Park System Capital Maintenance	354126	1/28/24 Outdoor Tables for West Park Shelter PO#59034
Bullseye Fence Design, Inc.	\$ 30,971.25	1215	4AA - Park System Capital Maintenance	879043	1/23/24 Service - Westermeier Commons Fencing Replacement and Addition PO#58843
Commercial Office Environments	\$ 10,703.27	1215	4AA - Park System Capital Maintenance	73696	2/5/24 Fireproof Cabinets for Administrative Office PO#59074
Kuaba Gallery (Jayne During)	\$ 17,643.00	1215	4AA - Park System Capital Maintenance	2/8/2024	2/8/2024 Art Sculpture for Central Park PO#57163
Peerless Midwest Inc.	\$ 2,606.00	1215	4AA - Park System Capital Maintenance	76800	1/22/24 Service - Second Emergency for Flowing Well Pump Repair PO#59094
Weihe Engineers	\$ 430.00	1215	4AA - Park System Capital Maintenance	86847	2/5/24 Westermeier Commons Playground Surfacing Project PO#58629
Weihe Engineers	\$ 3,440.00	1215	4AA - Park System Capital Maintenance	86846	2/5/24 Central Park Waterpark Splash Pad - Planning Documents PO#58214
Weihe Engineers	\$ 842.50	1215	4AA - Park System Capital Maintenance	86845	2/5/24 River Heritage Park Forest Mitigation Project PO#57828
TOTAL CLAIM SHEET		76,189.55			

DocuSigned by:

13F18FBD88A1402...
Signature

2/8/2024
Date

*I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

Signature

Date

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

<small>PRESENTER</small> Kurtis Baumgartner, Assistant Director of Parks and Recreation/COO	<small>ACTION REQUESTED</small> Approval
<small>ITEM/SUBJECT</small> CCPR Payroll for January 12, 2024 and January 26, 2024	
<small>DOLLAR AMOUNT/FUND</small> N/A	<small>MEETING DATE</small> February 13, 2024

SUMMARY:

Provided for your approval are payroll wages and liabilities for payroll dates January 12, 2024 and January 26, 2024.

RECOMMENDED MOTION:

“I move to approve payroll wages and liabilities for payroll dates January 12, 2024 and January 26, 2024.”

Carmel/Clay Board of Parks and Recreation Payroll Claims Form

Total Gross Wages for Regular Payroll dated 01/12/2024 **\$237,795.10**

Total Payroll Liabilities for Regular Payroll dated 01/12/2024 **\$95,789.73**

Total Gross Wages for Regular Payroll dated 01/26/2024 **\$262,066.07**

Total Payroll Liabilities for Regular Payroll dated 01/26/2021 **\$97,227.29**

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.

DocuSigned by:
Eric Mehl
Admin & Planning Director
Administration & Planning Director

1/30/2024

Date

We have examined the foregoing payroll charges in the total amount of **\$692,878.19**, 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**

PRESENTER Eric Mehl, Administration & Planning Director	ACTION REQUESTED Acceptance
ITEM/SUBJECT Monetary Gifts, Grants, Partnerships, and Sponsorships for January 2024	
DOLLAR AMOUNT / FUND N/A	MEETING DATE February 13, 2024

RECEIVED AS	DATE	AMOUNT	DONOR	DESIGNATION	GL/FUND
Sponsorship	01/17/24	\$250.00	Enterprise Fleet Management	Lunch & Learn	Gift Fund (853)
Sponsorship	1/18/24	\$500.00	Scenthound Indiana	Monon Greenway Dog Pots	Gift Fund (853)
Donation	1/22/24	\$100.00	Anonymous	Staff Appreciation	Gift Fund (853)

TOTAL RECEIPTS: \$850.00

STAFF RECOMMENDATION:

Accept monies as received.

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

PRESENTER Michael Klitzing, Director of Parks and Recreation/CEO	ACTION REQUESTED Recommended Motions
ITEM/SUBJECT Consideration of Bids for White River Greenway North Extension	
DOLLAR AMOUNT/FUND \$1,160,000 (106 Fund); \$4,000,000 (READI Grant Funds)	MEETING DATE February 13, 2024

SUMMARY:

Since its inception in 1991, one of the goals of Carmel Clay Parks & Recreation (“CCPR”) was to embrace the White River by creating a trail that celebrates Carmel’s most significant natural resource. On October 24, 2022, when the Central Indiana Regional Development Authority (“RDA”) notified the department that it would be the recipient of a \$4 million READI Grant for development of the White River Greenway North Extension, that goal quickly became a reality.

The White River Greenway North Extension project (Attachment A) includes 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 (Attachment B) and White River Overlook (Attachment C) on existing CCPR property located just south of Prairie Trace Elementary School. Once completed the existing greenway will increase in length from 1-mile to approximately 2.3 miles.

On Tuesday, January 23, 2024, at 10 a.m., bids for the extension project were received and opened as follows:

- **RL Turner** **\$5,695,918.80**
- **United Construction** **\$5,497,000.00**
- **Morphey Construction** **\$4,960,000.00**

Staff, with the assistance from SJCA, reviewed the bid documentation, confirmed Morphey Construction to be the lowest responsive and responsible bidder, and recommends acceptance of their respective bid of \$4,960,000. Additionally, this particular project did not include a contingency as part of the bid package, therefore CCPR is requesting an additional \$200,000 be added to the contract total.

If approved, CCPR is hopeful that site work and construction can begin in the spring of 2024. As a kickoff meeting has not transpired the completion date is not yet known, however, staff are hopeful that this project will be finished and ready for use by the public sometime in 2025.

ALIGNED WITH 2020-2024 COMPREHENSIVE MASTER PLAN GOAL(S)? ☒ Yes ☐ No

7.1.1: Enhance Park and Recreation Opportunities within the Community

- Expand trails, river access, and environmental education along the White River Corridor
 - Develop a dedicated funding strategy for development of the corridor
 - Develop view sheds along trails for users to enjoy the White River and include picnic areas
 - Explore opportunities for trail amenities

7.1.2: Provide Exceptional Customer Experiences:

- Create nature preserve experiences throughout the park system
- Provide a diverse selection of facilities and amenities to accommodate indoor and outdoor recreational pursuits

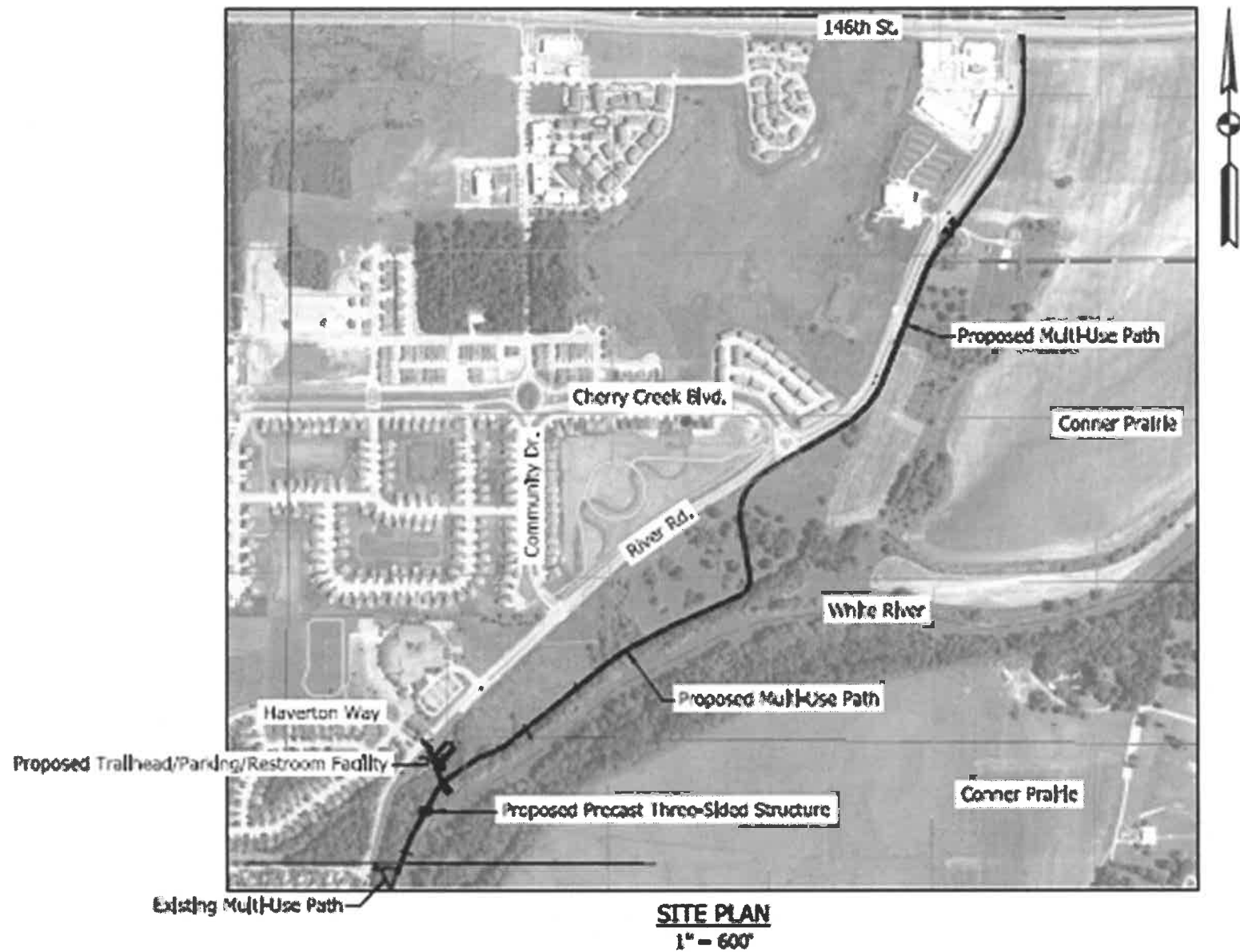
7.2: “Fourward” Focus

- Carmel White River Regional Corridor
 - River multiuse trail and working with partners to establish regional system

RECOMMENDED MOTIONS:

Motion #1: "I move to authorize the bid from and award a contract to Morphey Construction in the amount of \$5,160,000 for the White River Greenway North Extension project and authorize the Director, the Assistant Director, and the Park Board Legal Counsel to take all actions necessary to complete the contracting process.

Motion #2: "I move that the Park Board delegate to the Director and Assistant Director the authority to determine whether it is in the best interest of the Board and the Department to add or change an item or items in the contract with Morphey Construction and to approve each change order in an amount not to exceed his purchasing authority and in accordance with applicable Indiana Law regarding change orders with a report to and ratification by the Park Board at a subsequent meeting."







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

PRESENTER Michael Klitzing, Director of Parks and Recreation/CEO	ACTION REQUESTED Recommended Motion
ITEM/SUBJECT Consideration of Resolution B-2024-001 Regarding Donation to Clay Township for White River/106th Street Pedestrian Bridge	
DOLLAR AMOUNT/FUND \$1,500,000 (103-B Fund); \$1,500,000 (106 Fund);	MEETING DATE February 13, 2024

SUMMARY:

As discussed at the January Park Board meeting, CCPR is contributing up to \$3 million as our share to fund construction of the new White River pedestrian bridge connecting Hazel Landing Park to Fishers' Heritage Park. This project was initiated by Clay Township and is jointly funded by the Township (\$5,084,180.28), CCPR, Hamilton County (\$1,600,000), Delaware Township (\$1,328,888), and the City of Fishers (\$400,000).

CCPR's contribution is effectively divided into two components:

- \$1.5 million for construction of the new parking lot near the entrance to Hazel Landing Park and new trail along the north bank of Blue Woods Creek connecting the bridge to the perimeter pathway along Hazel Dell Parkway. This is being funded as authorized by the 2020-2025 Zone Improvement Plan by park impact fees (Fund 106).
- \$1.5 million as CCPR's contribution to construction of the bridge funded by LIT attributable to the Central Park Bond (Fund 103B).

Since Clay Township is managing this project, legal counsel has prepared the attached resolution to authorize CCPR's payment through a donation agreement between the Park Board and Clay Township. Additionally, the resolution authorizes the President, Vice President, or Director to execute an Interlocal Cooperation Agreement between all five funding partners, which documents the funding obligations of each party and establishes oversight for this joint project.

ALIGNED WITH 2020-2024 COMPREHENSIVE MASTER PLAN GOAL(S)? ☒ Yes ☐ No

7.1.1: Enhance Park and Recreation Opportunities within the Community

- Expand trails, river access, and environmental education along the White River Corridor
 - Develop a dedicated funding strategy for development of the corridor
 - Develop view sheds along trails for users to enjoy the White River and include picnic areas
 - Explore opportunities for trail amenities

7.1.2: Provide Exceptional Customer Experiences:

- Create nature preserve experiences throughout the park system
- Provide a diverse selection of facilities and amenities to accommodate indoor and outdoor recreational pursuits

7.2: "Fourward" Focus

- Carmel White River Regional Corridor
 - River multiuse trail and working with partners to establish regional system

RECOMMENDED MOTION:

"I move to approve Resolution B-2024-001."



File Name: P:\651302\106TH ST\106TH ST.dwg Plot Date: 7/1/2013 10:00:00 AM Plot Scale: 1"=20'



8440 Allison Pointe Boulevard, Suite 200
Indianapolis, IN 46250
Phone 317-895-2585
www.ucindy.com

RECOMMENDED
FOR APPROVAL
DESIGN ENGINEER DATE
DESIGNED: ATW DRAWN: MAC
CHECKED: BLP CHECKED: BLP

CLAY
TOWNSHIP
WHITE RIVER 106TH STREET PEDESTRIAN
BRIDGE AND RELATED IMPROVEMENTS

HORIZONTAL SCALE	BRIDGE FILE
1" = 20'	DESIGNATION
VERTICAL SCALE	N.A.
SURVEY BOOK	SHEETS
CONTRACT	8 of 30
	PROJECT

RESOLUTION B-2024-001
RESOLUTION OF THE CARMEL/CLAY BOARD OF PARKS AND RECREATION
REGARDING DONATION TO CLAY TOWNSHIP
(106th Street Pedestrian Bridge Project)

WHEREAS, the Carmel/Clay Board of Parks and Recreation (the “Board”) met at a duly called and authorized meeting of the Board on the date set forth below, such meeting being called pursuant to a notice stating the time, place and purpose of the meeting received by all the Board members, and the following Resolutions were made, seconded and adopted by a majority of those present at the meeting, which constituted a majority of the Board:

WHEREAS, on November 19, 2020, Clay Township of Hamilton County, Indiana (the “Township”) issued its General Obligation Bonds, Series 2020B in the principal amount of \$4,305,000.00 and an issue price of \$5,293,867.95 for the purpose of designing and constructing a pedestrian bridge spanning the White River in Hamilton County and the improvement and expansion of trails connected thereto and related structures and amenities as further described in Exhibit “A” attached hereto (the “Project”); and

WHEREAS, the Board desires to contribute to the design, construction and equipping of the Project through a donation, as defined in Ind. Code §6-1.1-20-0.5(b) (the “Act”), of up to \$3,000,000 (the “Donation”) to the Township for the purpose of contributing to the design and construction of the Project; and

WHEREAS, the Township, the Board and other parties desire to enter into an Interlocal Cooperation Agreement providing for contributions to the design and construction of the Project and the perpetual use thereof by the general public; and

WHEREAS, pursuant to Ind. Code §6-1.1-20-0.5(b) (the “Act”) for purposes of determining whether or not a project is a “Controlled Project” or is subject to referendum or petition remonstrance requirements, the cost of the Project does not include expenditures for the Project that will be paid from donations or other gifts (1) that are received by the political subdivision; and (2) for which the political subdivision adopts an ordinance or resolution pledging that the donations or other gifts will be used exclusively for expenditures on the Project’s cost; and

WHEREAS, the Board has determined that it is in the best interest of the public to make the Donation to the Township for exclusive use on the Project, including the design, acquisition and installation thereof and related Project improvements, and to restrict the use of the Donation exclusively therefore, all in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED BY THE CARMEL/CLAY BOARD OF PARKS AND RECREATION THAT:

SECTION 1. The foregoing Recitals are incorporated herein by this reference.

SECTION 2. The President and Vice-President of the Board, and the Executive Director of the Carmel/Clay Department of Parks and Recreation

("Department"), and each of them individually, are hereby authorized, empowered and directed to make the Donation and to execute any and all agreements necessary to complete the Donation to the Township, including the form of Donation Agreement attached hereto as Exhibit "B," with such revisions as agreed to by the signatory thereof as evidenced by his or her signature thereon.

SECTION 3. The Donation shall be used exclusively to pay expenditures related to the Project; provided that, in accordance with the Act, the Donation shall not be included in the "cost of the project" for the purposes of Ind. Code 6-1.1-20 *et seq.* as specified in the Act.

SECTION 4. The Director is hereby authorized and empowered to transfer the Donation to an account or accounts selected by the Township; provided that, the Donation shall be utilized exclusively to pay costs of the Project, as provided herein, as determined in the Township's sole discretion.

SECTION 5. The President and Vice-President of the Board, and the Executive Director of the Department, and each of them individually, are hereby authorized, empowered and directed to negotiate the final form of an Interlocal Cooperation Agreement, the general form of which is attached hereto as Exhibit "C" and to execute the same with such revisions as agreed to by the signatory thereof as evidenced by his or her signature thereon.

SECTION 6. This Resolution is effective immediately upon its passage.

[Signature page follows]

Adopted by the Carmel/Clay Board of Parks and Recreation and effective this 13th day of February, 2024.

**CARMEL/CLAY BOARD OF
PARKS AND RECREATION**

Judith F. Hagan, Chair	<u>Aye</u>	<u>Nay</u>
Jenn Kristunas, Vice-President	<u>Aye</u>	<u>Nay</u>
Lin Zheng, Treasurer	<u>Aye</u>	<u>Nay</u>
Linus Rude, Secretary	<u>Aye</u>	<u>Nay</u>
Jonathan Blake	<u>Aye</u>	<u>Nay</u>
Katie Browning	<u>Aye</u>	<u>Nay</u>
James D. Garretson	<u>Aye</u>	<u>Nay</u>
Joshua A. Kirsh	<u>Aye</u>	<u>Nay</u>
Mark Westermeier	<u>Aye</u>	<u>Nay</u>

CERTIFICATION

I certify under the penalties of perjury that the foregoing members of the Carmel/Clay Board of Parks and Recreation voted as indicated above at a public meeting on February 13, 2024.

Judith F. Hagan, Chair

EXHIBIT “A”

Description of the Project

A pedestrian bridge spanning the White River near 106th Street in Fishers connecting Delaware Township and Fishers with Clay Township and Carmel, all in Hamilton County, and the improvement and expansion of trails connected thereto, including site preparation, infrastructure, utilities, and improvements related thereto, and any ancillary expenses including the costs of financing and reasonable contingency. It is anticipated that the Project will be constructed in accordance with the Carmel/Clay Parks & Recreation Comprehensive Master Plan and the Multi-jurisdictional White River Vision Plan.

EXHIBIT “B”

Form of Donation Agreement
Carmel/Clay Board of Parks and Recreation
Donation Agreement
(106th Street Pedestrian Bridge Project)

This Donation Agreement (“Donation Agreement”), effective as of _____, 2024 (“Effective Date”), is made and entered into by and between the **Carmel/Clay Board of Parks and Recreation**, an Indiana political subdivision, whose address is 1411 E. 116th Street, Carmel, IN 46032 (the “**Park Board**”) and **Clay Township of Hamilton County, Indiana**, an Indiana political subdivision (“**Clay Township**”), 10701 N. College Avenue, Suite B, Indianapolis, Indiana 46280.

RECITALS

WHEREAS, on November 19, 2020, Clay Township issued its General Obligation Bonds, Series 2020B in the principal amount of \$4,305,000.00 with an issue price of \$5,293,867.95 for the purpose of designing and constructing a pedestrian bridge spanning the White River in Hamilton County and the improvement and expansion of trails connected thereto and related structures and amenities as further described in Exhibit “A” attached hereto (the “Project”); and

WHEREAS, the Park Board has expressed its desire to contribute to the design, construction and equipping of the Project through a donation, as defined in Ind. Code §6-1.1-20-0.5(b) (the “Act”), in the amount of \$3,000,000 (the “Donation”) to Clay Township for the purpose of contributing to the design and construction of the Project; and

WHEREAS, the Park Board has adopted Resolution No. 2024-_____ authorizing and directing the proper officers of the Park Board to execute this Donation Agreement and complete the Donation in accordance with this Agreement; and

WHEREAS, Clay Township has adopted Resolution No. 2024-01-09-01 authorizing and directing the Trustee of Clay Township to receive the Donation and to execute this Donation Agreement and complete the Donation in accordance with this Agreement; and

WHEREAS, the Park Board has taken all action necessary to authorize the completion of the Donation in accordance with the terms contained in this Donation Agreement.

AGREEMENT

1. **Donation.** The Park Board hereby pledges to Clay Township the payment of the Donation for the exclusive use of funding the design, construction and equipping of the Project and related Project improvements, and for no other purpose.

2. **Payment of the Donation.** The Donation is an irrevocable pledge that will be effective upon execution of this Donation Agreement and will be paid to Clay Township within sixty (60) days of the commencement of construction of the Project or as otherwise agreed by the parties. Clay Township's Project Manager, CTI Construction, LLC, shall notify the Park Board when construction of the Project has commenced. Payments shall be made by the Park Board directly to Clay Township and Clay Township shall deposit the same in a non-reverting fund to be used exclusively for payment of costs of the Project. In the alternative, payments may be made by the Park Board to The Huntington National Bank as Paying Agent and holder of the Project Fund for construction of the Project and shall be deemed received by Clay Township upon receipt by the Paying Agent.
3. **Donative Intent.** Clay Township and the Park Board agree and acknowledge that the Donation is being made with no requirements or restrictions being placed upon it by the Park Board with the exception of the restrictive use provided for herein and in the Act, and the perpetual availability of the use of the Project by the public. Clay Township and the Park Board stipulate that the Donation is a bona fide donation and with the Park Board's intent to make a bona fide donation to the Project consistent with the terms of the Act. No consideration or other agreements outside of this Donation Agreement is being entered into between the Park Board and Clay Township to provide any special rights or acknowledgements to the Park Board.
4. **Assignment.** This Donation Agreement and the rights and benefits hereunder may not be assigned by either party without the prior written consent of the other party, which consent shall be in the sole and absolute discretion of the non-assigning party.
5. **Entire Agreement.** This Donation Agreement constitutes the entire agreement of the parties with regard to the matters referred to herein, and supersedes all prior oral and written agreement, if any, of the parties in respect hereto. This Donation Agreement may not be modified or amended except by written agreement executed by both parties hereto. The captions inserted in this Donation Agreement are for convenience only and in no way define, limit, or otherwise describe the scope or intent of this Donation Agreement, or any provision hereof, or will in any way affect the interpretation of this Donation Agreement. Nothing contained herein shall prevent the parties from entering into an Interlocal Cooperation Agreement pursuant to the provisions of Ind. Code §§36-1-7 *et seq.* to further define the obligations of the parties with respect to the Project. The parties both acknowledge the intent to enter into a Management Agreement for the maintenance and upkeep of the Project by the Park Board upon completion.
6. **Governing Law and Venue.** This Donation Agreement will be governed by and construed in accordance with the laws of the State of Indiana without regard to any conflict of laws rule or principle that might refer the governance or construction of this Donation Agreement to the laws of another jurisdiction. Subject to the sovereign immunity of the State of Indiana, any legal proceeding brought in connection with disputes relating to or arising out of this Donation Agreement will be filed and heard in Hamilton County, Indiana, and each party waives any objection that it might raise to such venue and any right

*[Signature Page for Donation Agreement
106th Street Pedestrian Bridge Project]*

it may have to claim that such venue is inconvenient.

7. **Clay Township Approval.** This Donation Agreement and the actions provided for herein have been approved by the legislative body of Clay Township. This Donation Agreement will be effective for Clay Township upon the execution on behalf of Clay Township by the Clay Township Trustee.
8. **Park Board Approval.** This Donation Agreement and the actions provided for herein have been approved by the Park Board. This Donation Agreement will be effective for the Park Board upon the execution of this Agreement on behalf of the Park Board by the proper officers of the Park Board.
9. **Cooperation.** Clay Township and the Park Board will cooperate and execute any documentation reasonably necessary or appropriate in relation to the Donation. Clay Township shall cooperate with any audits or inquiries that may arise from the Donation, including allowing the Indiana State Board of Accounts to access all information relating to construction of the Project upon request.

**CLAY TOWNSHIP OF HAMILTON
COUNTY, INDIANA**

**CARMEL/CLAY BOARD OF PARKS
AND RECREATION**

By: _____
Paul Hensel, Trustee

By: _____
Michael Klitzing, Director

EXHIBIT “A”

Description of Project

A pedestrian bridge spanning the White River near 106th Street in Fishers connecting Delaware Township and Fishers with Clay Township and Carmel, all in Hamilton County, and the improvement and expansion of trails connected thereto, including site preparation, infrastructure, utilities, and improvements related thereto, and any ancillary expenses including the costs of financing and reasonable contingency. It is anticipated that the Project will be constructed in accordance with the Carmel/Clay Parks & Recreation Comprehensive Master Plan and the Multi-jurisdictional White River Vision Plan.

EXHIBIT “C”

Form of Interlocal Cooperation Agreement

**INTERLOCAL COOPERATION AGREEMENT FOR
JOINT FINANCING OF PEDESTRIAN BRIDGE CONSTRUCTION**

by and between

**CLAY TOWNSHIP OF HAMILTON COUNTY INDIANA
DELAWARE TOWNSHIP OF HAMILTON COUNTY INDIANA
HAMILTON COUNTY, INDIANA
CITY OF FISHERS, INDIANA**

and

THE CARMEL/CLAY BOARD OF PARKS AND RECREATION

Effective as of _____, 2024

INTERLOCAL COOPERATION AGREEMENT FOR JOINT FINANCING OF PEDESTRIAN BRIDGE CONSTRUCTION

This Interlocal Cooperation Agreement for Joint Financing of Pedestrian Bridge Construction (“**Agreement**”) is effective as of the Effective Date specified below by and between Clay Township of Hamilton County, Indiana (“**Clay Township**”) acting by and through its Township Trustee, Hamilton County, Indiana (the “**County**”) acting by and through its Board of County Commissioners, the City of Fishers, Indiana (the “**City**”) acting by and through its Mayor, Delaware Township of Hamilton County, Indiana (“**Delaware Township**”) acting by and through its Township Trustee and the Carmel/Clay Board of Parks and Recreation (the “**Park Board**”) acting by and through the Director of the Carmel/Clay Department of Parks and Recreation (each of the foregoing entities are individually referred to as a “**Party**” and collectively the “**Parties**”).

DECLARATION OF PURPOSE

WHEREAS, the Parties desire to establish a comprehensive commitment for the financing of the design and construction of a pedestrian bridge over the White River to be located at approximately 106th Street as further illustrated in Exhibit A attached hereto, along with related recreational trails and improvements in order to provide recreational opportunities for the public (collectively the “**Pedestrian Bridge**”); and

WHEREAS, Ind. Code 36-1-7 *et seq.* (the “**Interlocal Cooperation Act**”) authorizes the Parties, as political subdivisions, to exercise powers jointly pursuant to a written agreement authorized by ordinance or resolution of each of them and to administer such agreement through a joint board established therefore; and

WHEREAS, the Parties intend to enter into certain Donation Agreements providing for the donation of specified funds pursuant to the provisions of Ind. Code §6-1.1-20-0.5(b) (the “**Donations**”) to Clay Township for the construction of the Pedestrian Bridge in order to exclude the Donations from the “costs of the project” for the Pedestrian Bridge.

WHEREAS, the Parties have adopted substantially identical resolutions or ordinances authorizing the execution of this Agreement and the Donation Agreements for determining the application of the controlled project and petition remonstrance requirements of Ind. Code 6-1.1-20 *et seq.*

NOW THEREFORE, in consideration of the representations, warranties, covenants and agreements contained herein, the Parties agree as follows:

ARTICLE I. AUTHORITY FOR AGREEMENT

The Parties enter into this Agreement in accordance with the provisions of the Interlocal Cooperation Act which provides that a power that may be exercised by an Indiana political subdivision and one or more other governmental entities may be exercised jointly by entering into a written interlocal cooperation agreement. The Parties desire to enter into such an agreement for the

joint financing of the design and construction of the Pedestrian Bridge on the terms set forth herein.

ARTICLE II. PURPOSE

The purpose of this Agreement is to provide for the joint financing of the design, construction and equipping of the Pedestrian Bridge and the provision of parks and recreational opportunities related thereto, including the provision of necessary utilities, access ways and other infrastructure and services necessary for the development of the Pedestrian Bridge and related improvements. The Parties delegate to Clay Township all powers and authorities that are useful, necessary or appropriate for the development, procurement, establishment, design, financing, construction, operation and maintenance of the Pedestrian Bridge in accordance with the provisions of this Agreement.

ARTICLE III. DEFINITIONS

As used in this Agreement, the following terms shall have the meanings specified below:

- a) “Agreement” means this Interlocal Cooperation Agreement for Joint Financing.
- b) “Bank” means The Huntington National Bank, a national banking association having a designated corporate trust office in Indianapolis, Indiana.
- c) “Board” shall mean the Board appointed pursuant to Section 4.1 of this Agreement.
- d) “City” means the City of Fishers, Indiana acting by and through its Mayor.
- e) “Clay Township” means Clay Township of Hamilton County, Indiana acting by and through its Trustee.
- f) “County” means Hamilton County, Indiana acting by and through its Board of County Commissioners.
- g) “County Commissioners” shall mean the Hamilton County Board of County Commissioners acting by or through its designee.
- h) “Delaware Township” means Delaware Township of Hamilton County, Indiana acting by and through its Trustee.
- i) “Director” means the Director of the Carmel/Clay Department of Parks and Recreation.
- j) “Donation Agreement” or “Donation Agreements” shall mean the Donation Agreements entered into by and between Clay Township as Donee and the City, the County, the Park Board and Delaware Township as Donors.

- k) “Interlocal Cooperation Act” means Ind. Code 36-1-7 *et seq.* as amended from time to time.
- l) “Park Board” means the Carmel/Clay Board of Parks and Recreation acting by and through the Director.
- m) “Party” or “Parties” means each party to this Agreement, or the parties collectively.
- n) “Trustee” means the Township Trustee of the referenced Township.

ARTICLE IV. ADMINISTRATION

Section 4.1. Establishment of Joint Board. As required by Section 3(a)(5) of the Interlocal Cooperation Act the Parties hereby designate a board to act as the joint board required by the Interlocal Cooperation Act for the purposes of this Agreement (the “**Board**”). The Board shall consist of the Clay Township Trustee, the Mayor of the City, one member of the County Commissioners, the Delaware Township Trustee and the Director, or a representative appointed by any of the foregoing. Members of the Board shall serve at the will of their appointing authority or until their term as an elected or appointed official expires. The Clay Township Trustee shall act as the Chairman of the Board, the Delaware Township Trustee shall serve as the Vice Chair of the Board and the Director shall serve as the Secretary of the Board unless a resolution is adopted by the Board providing for different officers.

Section 4.2. Alternate Rules of Governance. The Board shall be governed by its own rules or bylaws which it may (but is not required to) establish by adoption and which may be amended from time to time as provided therein. The Board may adopt and amend its bylaws in a manner that is not inconsistent with this Agreement or the Interlocal Cooperation Act and as it may determine to be in the best interest of the Board and the public interest. The Board is not required to formally adopt rules or bylaws and may operate by mutual agreement of the members of the Board.

Section 4.3. Public Records. An official record of all meetings of the Board shall be maintained in the office of the Clay Township Trustee. Accurate memoranda of all meetings shall be kept in accordance with Ind. Code §5-14-1.5-4(b) and (c) and shall be available for public inspection during normal business hours. The Board shall be governed by, and all records of the Board shall be maintained in accordance with, Ind. Code 5-14-3 *et seq.* and other provisions of law applicable to government bodies.

Section 4.4. Meetings of the Board. Meetings of the Board may be called by the Chairman of the Board or by any two (2) members of the Board.

ARTICLE V. FINANCING AND OPERATION OF THE PROJECT

Section 5.1. Financing. The design and construction of the Pedestrian Bridge shall be financed jointly by funds allocated or appropriated for such purpose by each of the Parties. The

respective contribution plan of the Parties shall be as follows:

Clay Township:	\$5,084,180.28 to be contributed as provided in <u>Exhibit B</u>
Carmel Clay Parks:	\$3,000,000.00 to be contributed as provided in <u>Exhibit B</u>
Hamilton County:	\$1,600,000.00 to be contributed as provided in <u>Exhibit B</u>
Delaware Township:	\$1,328,888.00 to be contributed as provided in <u>Exhibit B</u>
City of Fishers:	\$ 400,000.00 to be contributed as provided in <u>Exhibit B</u>

All contributed funds shall be deemed received by Clay Township and shall be deposited into the Project Fund established pursuant to Clay Township Resolution No. 2020-09-22-02 authorizing the Clay Township, Hamilton County, Indiana General Obligation Bonds, Series 2020B (Pedestrian Bridge) and deposited with The Huntington National Bank (the "Bank") pursuant to the Registrar and Paying Agent Agreement dated November 1, 2020 by and between Clay Township and the Bank. In the alternative, contributed funds shall be placed in a non-reverting fund established by Clay Township entitled the "Pedestrian Bridge Non-Reverting Fund" and maintained by the Clay Township Trustee who shall be responsible to receive, disburse and account for monies in the Fund, in accordance with Section 4(a)(3) of the Interlocal Cooperation Act and other applicable provisions of Indiana law. Disbursements from the Fund shall be by claims authorized or approved by the Clay Township Trustee for the distribution of Project Funds by the Bank. A monthly report of expenditures from the Project Fund shall be distributed by the Clay Township Trustee or his designee to each member of the Board for review and information.

Section 5.2. Construction Budget. The initial construction budget shall be approved by the Clay Township Trustee and distributed to the Board. Provided that adequate funds are available in the Project Fund, change orders issued after the approval of the construction budget shall be approved by the Clay Township Trustee with a report thereof submitted to each member of the Board for review and information. Any questions regarding the construction budget or change orders thereto shall be submitted to the Clay Township Trustee in writing and the Trustee will promptly respond or direct the response thereto from the proper party.

Section 5.3. Ownership, Use and Management. The Pedestrian Bridge shall be owned by Clay Township, provided that access to the Pedestrian Bridge shall be open to all constituents of the Parties and the public. Clay Township shall enter into a Management Agreement with the Park Board providing for the ongoing maintenance, management and operation of the Pedestrian Bridge by the Carmel Clay Parks Department. Unless otherwise agreed in writing, Delaware Township, the County and the City shall have no ongoing maintenance or use costs for the operation and management of the Pedestrian Bridge on an ongoing basis, and all such costs shall be provided by the Township and/or the Park Board.

Section 5.4. Compliance with Laws. Clay Township shall be solely responsible for the compliance with all local, state and federal laws, regulations, ordinances and codes related to the construction of the Pedestrian Bridge and shall indemnify the other Parties from any claims or damages related to noncompliance of any nature whatsoever.

ARTICLE VI.

REAL AND PERSONAL PROPERTY

The Board shall not acquire, hold or dispose of real or personal property used in this joint undertaking in its own name and all such real and personal property shall be held in the name of Clay Township of Hamilton County, Indiana for use by the Parties and the public as provided in this Agreement.

ARTICLE VII.
DURATION, AMENDMENT, WITHDRAWAL AND TERMINATION

Section 7.1. Duration. This Agreement shall continue as the binding agreement of the Parties hereto until the financing commitments of each Party contained herein is fulfilled and the Pedestrian Bridge has reached substantial completion. Upon final completion and acceptance of the Pedestrian Bridge by Clay Township, this Agreement shall automatically terminate without further action of the Parties upon the date that is two (2) years after the substantial completion of the Project.

Section 7.2. Transfer of Pedestrian Bridge. It is anticipated that the Pedestrian Bridge will be owned in perpetuity by Clay Township for use by the general public. Clay Township shall not transfer title or ownership of the Pedestrian Bridge to any party other than a governmental entity with the stipulation that such transfer shall require maintaining the Pedestrian Bridge as an asset available to the general public for parks and recreation purposes. Any disposition of the Pedestrian Bridge must be in accordance with the laws applicable to governmental entities of the State of Indiana and laws applicable to Clay Township. As no assets will be held in the name of the Board, no provision for the disposal of jointly acquired property is required by the Act.

Section 7.3. Amendment. The Parties may, from time to time, alter, change or amend the terms and conditions of this Agreement by an amendment in writing making specific reference to the document as an amendment to this Agreement, approved and executed by each of the Parties in the same manner as this Agreement was originally approved, unless otherwise specifically provided for herein. Any amendment or modification of this Agreement shall take effect immediately upon the approval of the last of the Parties to approve such amendment or modification and upon recording of the amendment as required by Ind. Code §36-1-7-6, or at such other time as is specifically designated in the amendment or modification.

ARTICLE VIII.
POWERS, PRIVILEGES AND IMMUNITIES OF THE BOARD

The Board shall have all the powers, privileges and immunities granted under this Agreement, the Interlocal Cooperation Act and other applicable law.

ARTICLE IX.
REMEDIES, WAIVER AND IMMUNITY

Section 9.1. Remedies. In the event of any breach, threatened breach, non-performance or other violation of any obligation of this Agreement by any Party, the sole and exclusive remedy by any other Party under this Agreement shall be the remedy of injunctive relief or specific performance. Under no circumstances shall any Party have a right to any other remedy, including

but not limited to rescission, cancellation or reformation of this Agreement for any reason, or monetary damages of any kind.

Section 9.2. Waiver. A failure by a Party to this Agreement to institute any suit, action or other proceeding for any breach or violation by another Party of any obligation under this Agreement shall not constitute a waiver by such Party of such breach or violation.

Section 9.3. Immunity of Officers, Directors, Members, Employees and Agents. No recourse shall be had for any claim based upon any obligation in this Agreement against any past, present or future official, officer, director, member, employee or agent of the Board or the Parties under any rule of law or equity, statute or constitution.

ARTICLE X. **GENERAL MATTERS**

Section 10.1. Governing Law. In the event of any disagreements or conflicts under this Agreement, the parties shall submit the same to the courts with jurisdiction in Hamilton County, Indiana and wave any claim to change of venue or lack of jurisdiction.

Section 10.2. Counterparts. This Agreement may be executed in multiple counterparts, each of which when so executed shall be deemed to be an original, and such counterparts, together, shall constitute but one and the same instrument, which shall be sufficiently evidenced by any such original counterpart.

Section 10.3. Severability. The sections, sentences and provisions of this Agreement are severable, and if any one or more of such sections, sentences or provisions (the "Conflicting Provisions") are in conflict with any applicable laws, the Conflicting Provisions shall be deemed never to have constituted a part of this Agreement and this Agreement shall be deemed amended pursuant to Section 7.3 to remove the Conflicting Provisions; provided, however, that such conflict or amendment shall not affect or impair any of the remaining provisions of this Agreement or render invalid or improper any action taken or omitted prior to the delivery or removal of the Conflicting Provisions.

Section 10.4. Agreement; Transfer of Powers. This Agreement is intended to be an interlocal agreement entered into pursuant to the Interlocal Cooperation Act, in which the Parties have undertaken to provide that which is required by the Interlocal Cooperation Act and is intended to vest in the Board those powers specified in Article VIII and elsewhere herein that may be transferred to, and vested in, the Board pursuant to Indiana law.

Section 10.5. Reasonable Efforts; Cooperation. Subject to the terms and conditions of this Agreement, each Party will use its commercially reasonable efforts to take, or cause to be taken, all actions and to do, or cause to be done, all things necessary or desirable under applicable laws and regulations to consummate the transactions contemplated by this Agreement. In addition, the Parties each agree to cooperate and take such actions, including any necessary amendments hereto, as may be required in the judgment of the Board for the Board to obtain all necessary qualifications and approvals, including any that may be required by any state and federal governmental agencies, and to

execute and deliver such other documents, certificates, agreements and other writings and to take such other actions as may be necessary or desirable in order to consummate or implement expeditiously the transactions contemplated by this Agreement, and from time to time, upon the request of another Party to this Agreement and without further consideration, to execute, acknowledge and deliver in proper form any further instruments, and take such other action as the other Parties may reasonably require, in order to effectively carry out the intent of this Agreement, including without limitation, the delegation of any further powers that may be necessary, useful or appropriate to permit the Board to carry out its purposes.

Section 10.6. No Assignment. No Party may sell, assign, pledge or otherwise transfer any of its rights or benefits under this Agreement to any other person, without the consent of all other Parties, and any purported sale, assignment, pledge or other transfer without such consent shall be null and void.

Section 10.7. Limitation of Rights. Nothing expressed or implied in this Agreement is intended to give, or shall give, to any other person, other than the Parties and the Board, any legal or equitable right, remedy or claim under or with respect to this Agreement or any rights or obligations hereunder. This Agreement and the rights and obligations hereunder are intended to be, and shall be, for the sole and exclusive benefit of the Parties and the Board.

Section 10.8. Notice. Unless oral notice is otherwise allowed in this Agreement, all notices required to be sent under this Agreement: (a) shall be in writing; (b) shall be deemed to be sufficient if given by (i) depositing the same in United States mail, postage prepaid, or (ii) electronically transmitting such notice by any means such as by facsimile transmission or electronic mail or (iii) by depositing the same with a courier delivery service for delivery on the following business day, addressed as follows:

If to Clay Township:

Clay Township of Hamilton County,
Indiana
Attn: Trustee
10701 N. College Avenue, Suite B
Indianapolis, IN 46280

If to the Park Board:

Carmel/Clay Board of Parks and
Recreation
Attn: Executive Director
1411 East 116th Street
Carmel, IN 46032

If to Hamilton County:

County Commissioners Office

If to Delaware Township:

Delaware Township of Hamilton County,
Indiana
Attn: Trustee
9090 E. 131st Street
Fishers, IN 46038

If to the City of Fishers:

Office of the Mayor
Attn: City Attorney
City of Fishers, Indiana
3 Municipal Drive
Fishers, IN 46038

Attn: County Attorney
1 Hamilton County Square, Suite 157
Noblesville, IN 46060

Notices shall be deemed to have been given on the date of such mailing, transmission or deposit. Any of the methods specified herein shall be sufficient for delivery of any notice required hereunder, notwithstanding that one or more of such methods may not be specifically listed in the Sections hereunder requiring such notice.

Section 10.9. Performance Due on Day other than a Business Day. If the last day for taking any action under this Agreement is a day other than a business day, such action may be taken on the next succeeding business day and, if so taken, shall have the same effect as if taken on the day required by this Agreement.

Section 10.10 No Discrimination. Pursuant to Ind. Code §22-9-1-10, the Parties each represent that the Party and its subcontractors shall not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement, with respect to the employee's or applicant's hiring, tenure, terms, conditions or privileges of employment or any matter directly or indirectly relating to employment, because of the employee's or applicant's race, religion, color, sex, disability, national origin, ancestry or veteran status. Breach of this covenant may be regarded as a material breach of this Agreement.

Section 10.11. Entire Agreement. This Agreement shall constitute the entire agreement of the Parties with respect to the subject matter hereof and shall supersede all prior oral or written agreements in regard thereto.

Section 10.12. Effective Date. This Agreement shall take effect upon its execution after the approval of the executive and fiscal body of each Party, and shall become effective upon being recorded with the County Recorder of Hamilton County as required by Section 6 of the Act. Not later than sixty (60) days after it take effect, this Agreement shall be filed with the State Board of Accounts for audit purposes as required by Indiana law.

*[Signature page of Clay Township to Interlocal Cooperation Agreement
for Joint Financing of Pedestrian Bridge Construction]*

Approved by the Clay Township Trustee:

**CLAY TOWNSHIP OF HAMILTON
COUNTY, INDIANA**

By: _____
Paul Hensel, Trustee

Approved by the Clay Township Board:

By: _____
Paul Bolin, President

*[Signature page of Hamilton County, Indiana to Interlocal Cooperation Agreement
for Joint Financing of Pedestrian Bridge Construction]*

Approved by the Board of Commissioners of Hamilton County, Indiana:

**HAMILTON COUNTY BOARD OF
COMMISSIONERS**

By: _____

By: _____

By: _____

Approved by the Hamilton County Council:

By: _____
Council President

*[Signature page of the City of Fishers, Indiana to Interlocal Cooperation Agreement
for Joint Financing of Pedestrian Bridge Construction]*

Approved by the City of Fishers, Indiana:

CITY OF FISHERS, INDIANA

By: _____
Scott Fadness, Mayor

Approved by the Fishers City Council:

By: _____
John Weingardt, President

*[Signature page of Delaware Township to Interlocal Cooperation Agreement
for Joint Financing of Pedestrian Bridge Construction]*

Approved by the Delaware Township Trustee:

**DELAWARE TOWNSHIP OF
HAMILTON COUNTY, INDIANA**

By: _____

Debbie Driskell, Trustee

Approved by the Delaware Township Board:

By: _____

Rick Fain, President

*[Signature page of the Carmel/Clay Board of Parks and Recreation to
Interlocal Cooperation Agreement for Joint Financing of Pedestrian Bridge Construction]*

Approved by majority vote of the Carmel/Clay Board of Parks and Recreation:

**CARMEL/CLAY BOARD OF PARKS
AND RECREATION**

By: _____

Michael Klitzing, Director

This document prepared by: Brian C. Bosma, Esq., Kroger Gardis & Regas, LLP, 111 Monument Circle, Suite 900, Indianapolis, Indiana 46204-5125. (317) 692-9000.

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law. Brian C. Bosma, Esq.

EXHIBIT "A"
Description of Pedestrian Bridge

A pedestrian bridge spanning the White River near 106th Street in Fishers connecting Delaware Township and Fishers with Clay Township and Carmel, all in Hamilton County, and the improvement and expansion of trails connected thereto, including site preparation, infrastructure, utilities, and improvements related thereto, and any ancillary expenses including the costs of financing and reasonable contingency. It is anticipated that the Project will be constructed in accordance with the Carmel/Clay Parks and Recreation Comprehensive Master Plan and the Multi-jurisdictional White River Vision Plan.

EXHIBIT “B”
Pedestrian Bridge Financing Plan

Clay Township:

Clay Township has issued its Township General Obligation Bonds, Series 2020B issued in the principal amount of \$4,305,000.00 and generating a Project Fund of \$5,084,180.28.

Hamilton County, Indiana:

Hamilton County shall appropriate and pay to the fund designated in Section 5.1 of the Agreement the amount of \$1,600,000.00 in a single payment anticipated to be made on or before March 31, 2024.

City of Fishers, Indiana:

The City of Fishers shall appropriate and pay to the fund designated in Section 5.1 of the Agreement the amount of \$400,000.00 in a single payment anticipated to be made on or before March 31, 2024.

Delaware Township:

Delaware Township has issued its Township General Obligation Bonds, Series 2023 issued in the principal amount of \$8,000,000.00 and generating a funds for the Project in the amount of \$1,328,888.00 to be paid to the fund designated in Section 5.1 of the Agreement in a single payment anticipated to be made on or before March 31, 2024.

Carmel/Clay Board of Parks & Recreation:

The Parks Board shall appropriate and pay to the fund designated in Section 5.1 of the Agreement the amount of \$3,000,000.00 in a single payment anticipated to be made on or before March 31, 2024.