

**Carmel/Clay Board of Parks and Recreation  
Tuesday, November 12, 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.

**Agenda**

- 1. Roll Call**
- 2. Call to Order & Pledge of Allegiance**
- 3. Public Comments**
- 4. Staff Reports – Kurtis Baumgartner**
- 5. Committee Reports**
  - a. Finance Committee
  - b. Master Plan Review Committee
  - c. Strategic Funding Committee
- 6. Minutes – Secretary**
  - a. October 17, 2024 Park Board Meeting
- 7. Financial Reports – Treasurer**
  - a. Consolidated Financial Report for September 2024
  - b. CCPR P&L Statements for October 2024
- 8. Claims – Treasurer**
  - a. Claim Sheet November 14, 2024
  - b. Clay Township Claim Sheet November 14, 2024
  - c. CCPR Payroll for October 4, 2024 and October 18, 2024
- 9. Monetary Gifts, Grants, Partnerships, and Sponsorships for October 2024 – Eric Mehl**
- 10. New Business**
  - a. Consideration of Agreement for Porter Services at Carmel Clay Park Facilities – Kurtis Baumgartner
  - b. Consideration of Resolution P-2024-001 Regarding Director/CEO Compensation – Mark Westermeier
  - c. Consideration of Resolution P-2024-002 Amending and Restating Rules of Park Operations – Michael Klitzing
  - d. Consideration of Park Resource Officer Agreement – Michael Klitzing
- 11. Old Business**
- 12. Attorney's Report**
- 13. Director's Report**
- 14. Information Items**
  - a. Plan Commission
  - b. School Board
  - c. Parks Foundation
  - d. Climate Action Plan Advisory Committee
  - e. Other
- 15. Park Board Comments / Discussion**
- 16. Adjournment**

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

PRESENTER <b>Kurtis Baumgartner, Assistant Director of Parks and Recreation/COO</b>	ACTION REQUESTED <b>No Action Required</b>
ITEM/SUBJECT <b>Staff Reports</b>	
DOLLAR AMOUNT/FUND <b>N/A</b>	MEETING DATE <b>November 12, 2024</b>

**Selected news articles:**

- Park Resource Officer program set to launch in Carmel in early 2025  
By Ann Marie Shambaugh  
*Current in Carmel*, October 16, 2024
- Snapshot: Carmel Clay Parks & Recreation unveils banner to celebrate CAPRA accreditation  
Photo by Ann Marie Shambaugh  
*Current in Carmel*, October 24, 2024

**Standard monthly reports for September 2024:**

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

**Standard monthly reports for October 2024:**

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

# CURRENT

CARMEL | FISHERS | NOBLESVILLE | WESTFIELD  
LAWRENCE/GEIST | NORTH INDY | ZIONSVILLE



CARMEL ▾

FISHERS ▾

LAWRENCE/GEIST ▾

NOBLESVILLE ▾

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## Park Resource Officer program set to launch in Carmel in early 2025

20

BY ANN MARIE SHAMBAUGH ON OCTOBER 16, 2024

CARMEL COMMUNITY

**Hamilton County Teachers Endorse Jennifer McCormick for Governor**  
**Josh Lowry for HD 24 Victoria Wilburn for HD 32 Matt McNally for HD 39**

Printed and authorized by Indiana Postcard Action Committee for Education. Not associated by any candidate.

Carmel Clay Parks & Recreation is partnering with the Carmel Police Department to station two full-time officers in city parks.

The park resource officer program is modeled after CPD's school resource officer program, which places at least one officer on each Carmel Clay Schools campus. The PROs will be based at the Monon Community Center but will spend much of their time in parks, including along the Monon Greenway.

"We have a very capable police department that is nationally recognized, and they've developed a phenomenal SRO program that also is nationally recognized," CCPR Director Michael Klitzing said. "So, it seemed to make more sense – instead of creating a second layer of law enforcement in the community – to work with the existing structures in place and build off of the SRO model to enhance the already great relationship we have with the police department."

CCPR budgeted \$320,000 in its 2024 budget and has proposed the same amount for 2025 for the PRO program. Most of the 2024 funds are covering equipment, such as police vehicles, and the 2025 dollars will include officer salaries.

*Michael Klitzing*

CPD Deputy Chief DJ Schoeff said the department is working to identify which two of its officers will be assigned as PROs. Schoeff, who has worked closely with the SRO program, said the PROs will ideally be experienced officers with an interest in community education and engagement. CPD will hire two more officers to replace those who become PROs.

Schoeff said CPD had some of its SROs work in the parks over summer as a test run, of sorts. CPD and CCPR are still working to determine what type of specialized training the PROs will receive, but Schoeff said he is recommending they complete SRO training as part of it.

"We anticipate a lot of youth interaction with our parks, but quite frankly, (the SRO) training really dives into a lot of different topics that are beneficial for adults, as well," he said.



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Klitzing said the PRO program is designed to be proactive and is not being launched in response to a specific incident or safety concern.

“What we are finding is, especially with all the renovations that we’ve done, more and more people are using the parks,” he said. “When you have more and more people using the parks, even if the percentage is the same, more people can create more total issues.”

Klitzing said he anticipates focus areas for the PROs will include The Waterpark, which frequently draws large crowds when it is open during the summer, and year-round along the busiest areas of the Monon Greenway.

“We are getting more and more complaints as more and more people use the Monon Greenway about especially bicyclists but also people on motorized skateboards and other devices and creating real and perceived safety challenges, especially for pedestrians,” he said.

Schoeff said the PROs are expected to spend much of their time educating and building connections with members of the public.

“The parks around this community are fantastic. We want to keep them that way,” Schoeff said. “We don’t anticipate a large amount of reactive work, but we do anticipate some. What we hope for is a whole lot of proactive and relationship-building work.”

Schoeff said he anticipates the PROs being in place in the first quarter of 2025.

**Related Posts:**

**Retired teacher continues to foster love of reading through**

**Carmel Clay History Museum reaches milestone**

**Snapshot: Carmel PorchFest**

**Meet the Hamilton County Council at-large candidates**

**IYSA Grand Royale fundraiser coming to Carmel**

**Carmel city council hits brakes on proposal to set 20 miles per hour**

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**Zionsville plans for the future**

[NEXT ARTICLE ▶](#)

**Westfield Fire Department welcomes new tiller**

# CURRENT

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YOU ARE AT: [Home](#) » [Carmel](#) » [Carmel Community](#) » Snapshot: Carmel Clay Parks & Recreation unveils banner to celebrate CAPRA reaccreditation



## Snapshot: Carmel Clay Parks & Recreation unveils banner to celebrate CAPRA reaccreditation



BY CURRENT PUBLISHING ON OCTOBER 24, 2024

CARMEL COMMUNITY

**Hamilton County Teachers Endorse Jennifer McCormick for Governor**  
**Josh Lowry for HD 24 Victoria Wilburn for HD 32 Matt McNally for HD 39**

Paid for and authorized by Indiana Political Action Committee for Education Not Endorsed by any candidate.

Carmel Clay Parks & Recreation officials unveil a banner during a ceremony Oct. 22 at the Monon Community Center to celebrate CCPR's reaccreditation from the Commission for Accreditation of Park and Recreation Agencies. Only three park departments in Indiana have CAPRA accreditation. CCPR became accredited in 2014 and received its first reaccreditation in 2019. According to its website, CAPRA is the only national accreditation of park and recreation departments, and it measures a department's quality of operation, management and service. (Photo by Ann Marie Shambaugh)

**VOTE SH**  
**A TRACK RECORD**

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SCHOOL BOARD



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CARMEL CLAY S  
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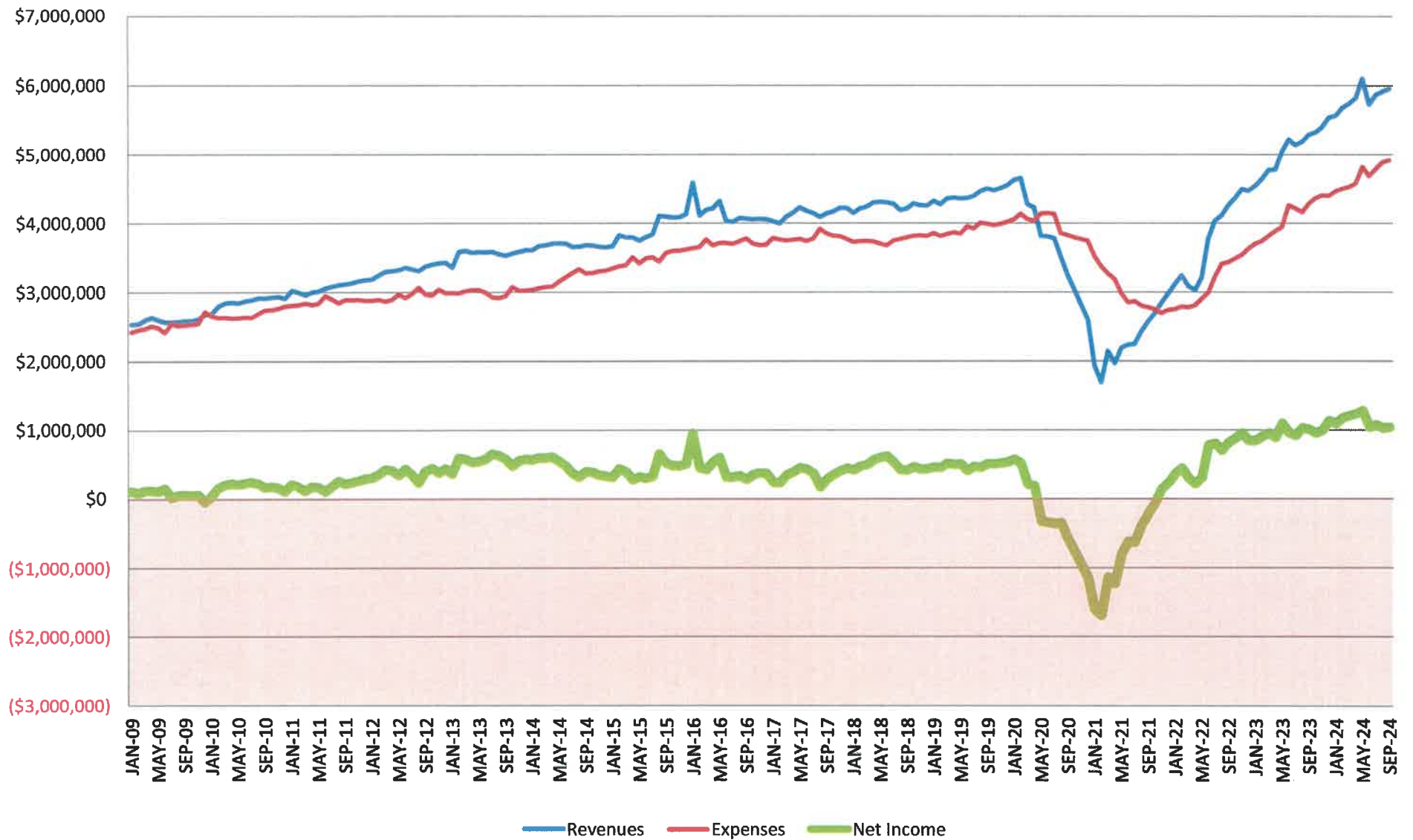
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**CURRENT**

# FUND 108 - EXTENDED SCHOOL ENRICHMENT

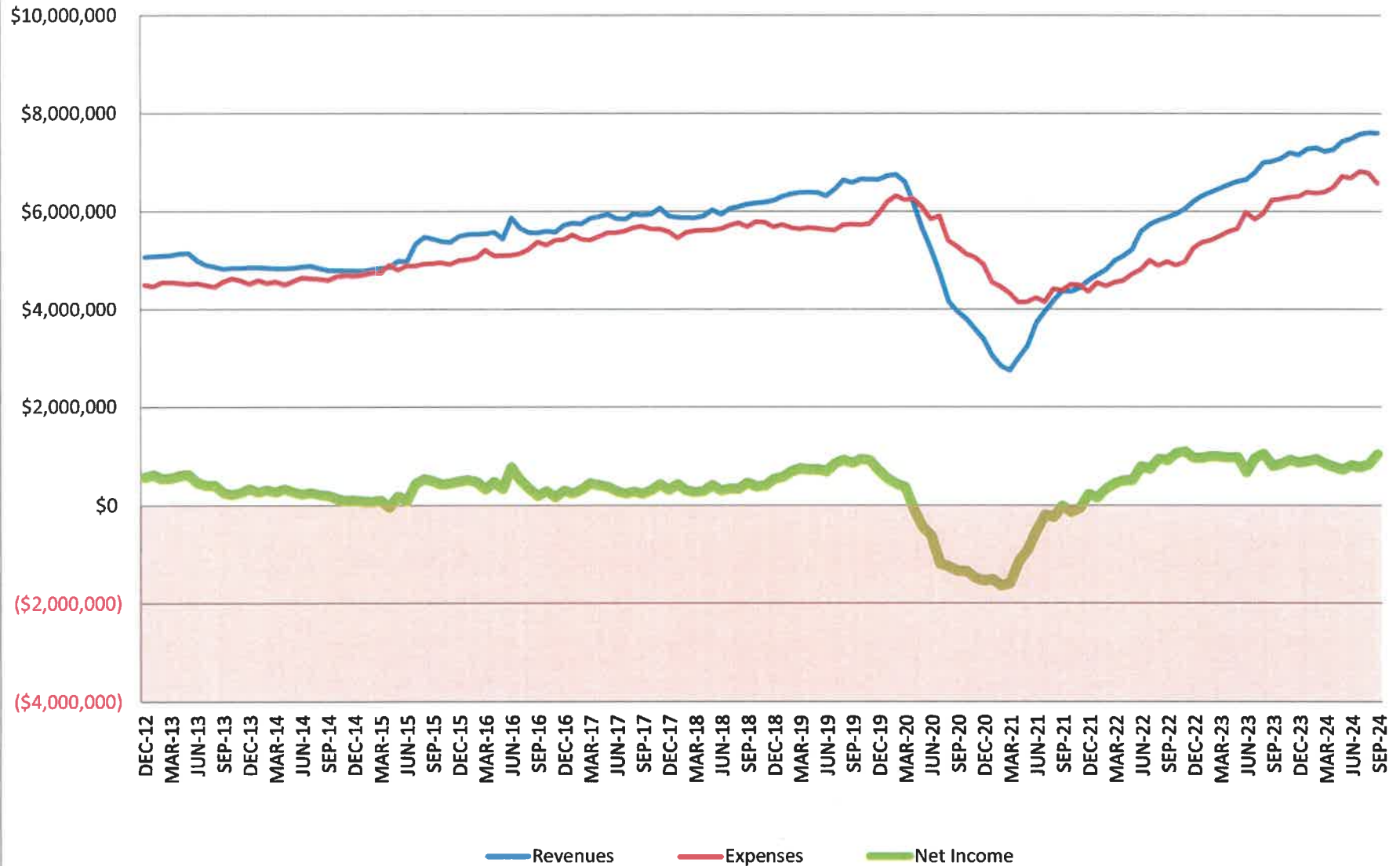
## 12-MONTH TRAILING FINANCIALS - 09/30/24





# FUND 109 - MONON COMMUNITY CENTER

## 12-MONTH TRAILING FINANCIALS - 09/30/2024



# MONON COMMUNITY CENTER PASS REPORT

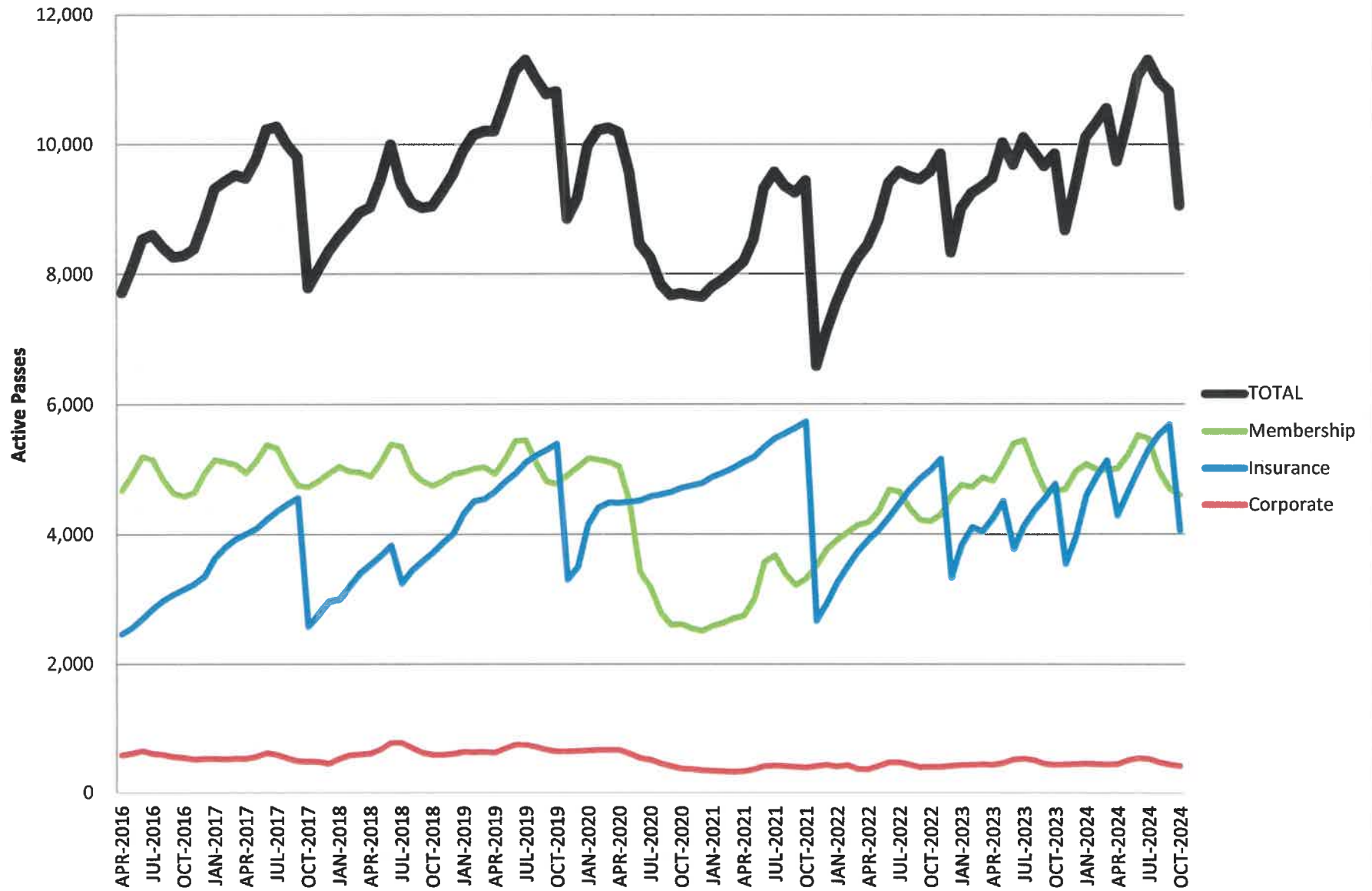
OCTOBER 2024

OCTOBER 2024	- NET CHANGE -						
	ANNUAL	MONTHLY	OTHER	TOTAL	% <sup>1</sup>	PREV. MONTH	PREV. YEAR
<b><u>MCC MEMBERSHIP PASSES</u></b>							
Youth	6	328		334		(9)	37
Adult	31	2,630		2,661		(28)	(135)
Senior	15	376		391		7	36
Senior (Legacy Pricing)	9	67		76		(1)	(12)
Military	0	17		17		(1)	(10)
Household	11	1,104		1,115		(69)	24
MCC Passes	72	4,522		4,594		(101)	(60)
Add'l HH Members				4,161		(240)	103
MCC Members				8,755	64%	(341)	43
<b><u>CORPORATE MEMBERSHIP PASSES</u></b>							
Youth	0	4		4		(1)	(3)
Adult	5	262		267		(17)	(11)
Senior	1	21		22		0	(6)
Senior (Legacy Pricing)	0	0		0		0	0
Household	5	117		122		(4)	5
Corporate Passes	11	404		415		(22)	(15)
Add'l HH Members				435		(12)	15
Corporate Members				850	6%	(34)	0
<b><u>INSURANCE-PAID MEMBERSHIP PASSES</u></b>							
Prime			947	947		(500)	(303)
SilverSneakers			905	905		(315)	(143)
Active&Fit			880	880		(351)	(90)
Silver&Fit			191	191		(71)	(41)
Optum-Renew Active			1,127	1,127		(398)	(141)
Insurance Passes/Members			4,050	4,050	30%	(1,635)	(718)
TOTAL PASSES	83	4,926	4,050	9,059		(1,758)	(793)
Percent of Total Passes	1%	54%	45%				
TOTAL MEMBERS				13,655		(2,010)	(675)
<sup>1</sup> Percent of Total Members							
<b><u>CARMEL CLAY TRACK PASSES</u></b>							
Track Passes				1,574		(17)	182
Carmel Clay Track Passes				1,574		(17)	182



# MONON COMMUNITY CENTER

## ANNUAL, MONTHLY & INSURANCE PASSES AS OF 10/31/2024



## EMPLOYMENT REPORT | October 2024

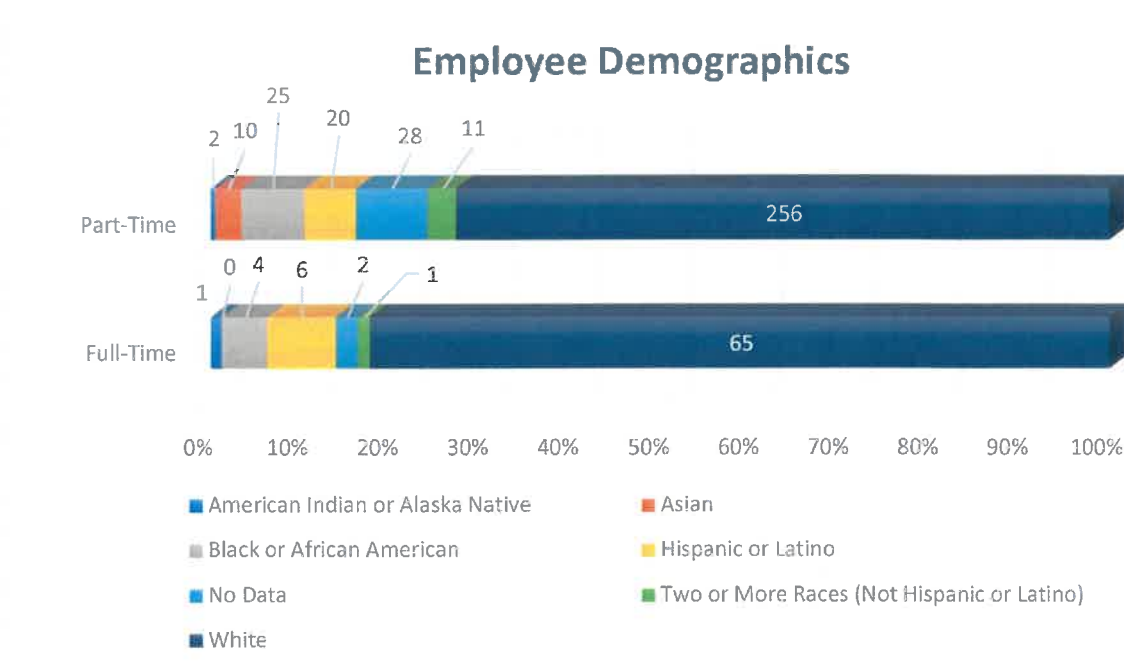
Employee by Status	Full-Time	Part-Time	Subtotal
All Employees <sup>i</sup>	79	611	690
Leaves of Absence <sup>ii</sup>	0	259	259
<b>Period Ending Totals</b>	<b>79</b>	<b>652</b>	<b>431</b>

<sup>i</sup> Includes employees in "Active" and "Leave" status.

<sup>ii</sup> "Leaves of Absence" count includes seasonal employees.

Employment by Division	Full-Time	Part-Time	Subtotal
Executive	3	0	3
Administration + Planning	10	3	13
Extended School Enrichment/SCS	27	93	120
Marketing + Communications	4	0	4
Parks + Natural Resources	18	9	27
Recreation + Facilities	17	247	264
<b>Period Ending Totals</b>	<b>79</b>	<b>352</b>	<b>431</b>

### Employee Demographics



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Employee Demographics	Full-Time	Part-Time
American Indian or Alaska Native	1	2
Asian	0	10
Black or African American	4	25
Hispanic or Latino	6	20
No Data	2	28
Two or More Races (Not Hispanic or Latino)	1	11
White	65	256
Total:	79	352

## EXTENDED SCHOOL ENRICHMENT | October 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 10/29/24)	1,795
Comparison from Oct 2023 to Oct 2024	+82 (Oct 2024: 1,713)
Average Daily Attendance per School in Oct	96 participants (Oct 2023: 92)

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

Total Number of CCS Employees Receiving ESE Discounted Rates	109
Total Value of CCS Employee Discount Fee Waivers for Oct 2024	\$13,412.50

#### ESE October 2024 Staff Star

Carmel	Veronica Farrell
Cherry Tree	Nolan Peterson
Clay Center	Katie Maatman
College Wood	Kennedy Curry
Forest Dale	Jolie Hillman
Mohawk Trails	Gabriella Whisler
Prairie Trace	Michelle Yerkeson
Smoky Row	Aaliyah Banks
Towne Meadow	Keith Murrell
West Clay	Kat Brown
Woodbrook	Ashley Carter

### Program Highlights

On October 24, 2024, all ESE sites participated in Lights On Afterschool celebrations. This is a national day of recognition of the essential role afterschool programs play in communities across the nation. ESE participants and staff celebrated with fall themed parties, pumpkin decoration, and costume contests!



## RECREATION & FACILITIES REPORT | October 2024

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### MONON COMMUNITY CENTER / THE WATERPARK

- The MCC hosted the CAPRA banner unveiling celebration in the gymnasium on October 22<sup>nd</sup>. We are proud to share this accomplishment and have a banner hanging in our gymnasium for all to see!
- We filled our open Recreation Program Supervisor position that oversees aquatics programs. Welcome to the team, Anna Hofstetter!

#### Annual/Monthly Memberships Sold/Rejoined

OCT 2024	Previous Month	Previous Year
439	393	454

#### Day/Punch Pass Visits

OCT 2024	Previous Month	Previous Year
1,008	657	1,302

#### Total Member Visits

OCT 2024	Previous Month	Previous Year
41,635	37,597	39,554

#### Group Fitness Class Participation

OCT 2024	Previous Month	Previous Year
12,119	11,493	9,778

#### Corporate Wellness Package

Total	
Participating Companies	14
Passholders	850

### RECREATION PROGRAMMING

- We offered 85 general recreation programs and served 1,237 participants.
- Total served including Group Fitness classes was 13,356 participants.

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

<b>Designated For</b>	<b>Beginning Cash Balance</b>	<b>Current Month Revenues</b>	<b>Current Month Expenses</b>	<b>Ending Cash Balance</b>
Bear Creek Park	\$ 63,899.11	\$ -	\$ -	\$ 63,899.11
Interpretive Signage	\$ 13,309.71	\$ -	\$ -	\$ 13,309.71
Invasive Species Mgmt/Restoration	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
Central Park North Woods	\$ 2,200.00	\$ -	\$ -	\$ 2,200.00
Pedal & Park	\$ 5,917.92	\$ -	\$ -	\$ 5,917.92
Staff Appreciation	\$ 85.00	\$ 100.00	\$ -	\$ 185.00
Staff Professional Development	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Volunteer Program	\$ 90.52	\$ -	\$ -	\$ 90.52
West Park	\$ -	\$ -	\$ -	\$ -
James Engledow Memorial	\$ 2,750.00	\$ -	\$ -	\$ 2,750.00
Monon Greenway Dog Pots	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Recreation Programming	\$ 6,364.00	\$ -	\$ -	\$ 6,364.00
Undesignated (General)	\$ 15,975.48	\$ -	\$ 2,746.76	\$ 13,228.72

**Month End Cash Balance      \$ 139,944.98**

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*

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Administration & Planning Director



# MARKETING & COMMUNICATIONS REPORT | OCTOBER 2024

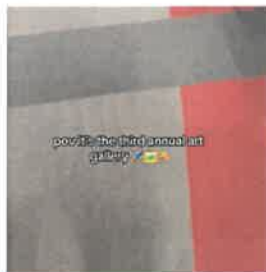
## TEAM HIGHLIGHTS

- Ingrid has been doing a great job with social media. She did her first live stream on IG for the CAPRA unveiling. She also attended an ESE site for Lights On Afterschool spotlight and a Weed Wrangle in the Park!
- Grace worked on the quarterly email report in October, showing that our email communications are well received with well above average open and click-through rates. She also wrote two blogs to promote Recreation programs and Pickleball at MCC.
- Heston's redesign of the 4 East Display cases is now on display and it looks fabulous! He has been working on logos for the Summer Fun Run Series and the 106 Street Bridge.

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



**Top Facebook Post**  
**Fall Break**  
28 Engagements  
8,417 Impressions



**Top Instagram Post**  
**Arts & Humanities**  
37 Engagements  
2,421 Impressions



**Top LinkedIn Post**  
**CAPRA**  
63 Engagements  
1,209 Impressions



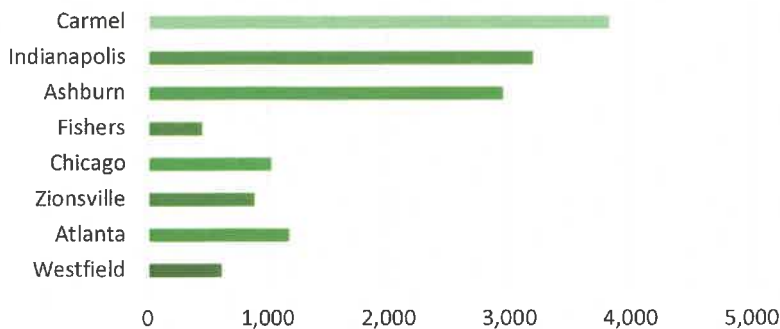
**Top X Post**  
**DNR Grant**  
1 Engagements  
144 Impressions



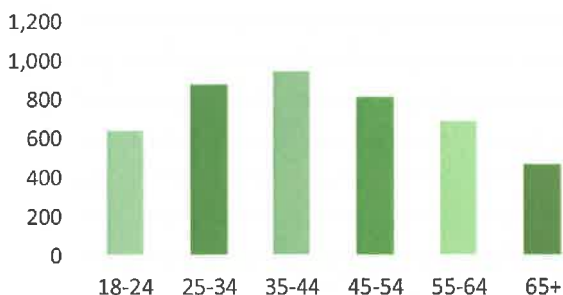
**Top TikTok Post**  
**Arts & Humanities**  
103 Engagements  
1,038 Impressions

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

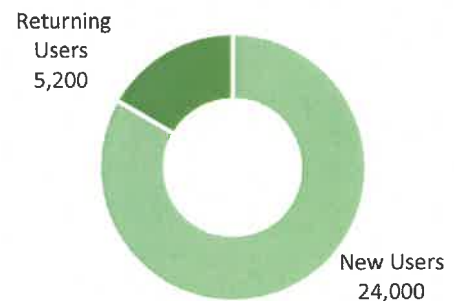
### LOCATION



### AGE



### NEW VS. RETURNING USERS



### TOTAL PAGE VIEWS TOP WEB PAGES

MCC  
Home Page  
Active-Membership  
Active-Home  
Group Fitness

### 77,563 PAGE VIEWS

13,597  
2,938  
2,806  
5,401  
4,322

### % OF TOTAL

18%  
4%  
4%  
7%  
6%

## EARNED MEDIA

- Fox 59 | [Ryan visits Carmel Clay Parks & Rec](#)
- IBJ | [Carmel Clay Parks needs new funding source soon](#)
- Visit Hamilton County | [Story Walk at Meadowlark Park](#)
- Do 317 | [Sensory friendly trick-or-treat](#)
- IndyStar | [Want to vote early in Indiana? What to know about where, when and how to cast your ballot](#)
- AOL | [Want to vote early in Indiana? What to know about where, when and how to cast your ballot](#)
- Current Publishing | [Park Resource Officer program set to launch in Carmel in early 2025](#)
- CNHI News | [TREES Inc. receives \\$25,000 grant](#)
- Tribune-Star | [TREES Inc. receives \\$25,000 grant](#)
- Hamilton County Reporter | [DNR awards community & urban forestry grants](#)
- IndyStar | [Check your signs and outfit before heading for the polls. What not to wear to vote](#)
- Hamilton County Reporter | [CCPR's Sensory Friendly Trick-or-Treat Trail coming to River Heritage Park](#)
- IndyStar | [Where can I vote early in Carmel, Fishers, other Hamilton County cities?](#)
- Hamilton County Reporter | [Extended School Enrichment celebrates 25th annual "Lights On Afterschool" in Carmel](#)
- Current Publishing | [Water feature to replace sand area at Carmel's Founders Park](#)
- Current Publishing | [Snapshot: Carmel Clay Parks & Recreation unveils banner to celebrate CAPRA reaccreditation](#)

## PARKS & NATURAL RESOURCES REPORT | October 2024

### NATURE PROGRAM PARTICIPATION

DATE	PROGRAM	ATTENDANCE/REGISTERED
10/2	Mushroom Mayhem	15/15
10/3, 10/10, 10/17, 10/24	Indiana Master Naturalist	16/19
10/17	My Park Series – Flowing Well	4/14
10/18	Family Evening Hike	8/13
10/19	Cadette: Archery	4/4
October	Total Registrations	47/65

### VOLUNTEER SERVICE PARTICIPATION

PROGRAM CATEGORY	HOURS	TIME SHEETS
Adaptive	56	14
ESE / Summer Camp Series	1.5	1
Adopt-A-Park	44.3	10
Park Stewardship ( <i>Independent Service, Group Projects, Public Volunteer Projects</i> )	144.5	8
Citizen Science	18.3	9
TOTALS	264.6	42

### PARK OPERATIONS

- Installed new permanent shade umbrellas at Carey Grove picnic tables in playground area.
- All water amenities winterized for the season including water fountains, River Heritage restroom, and foot wash stations.
- Installed warranty replacement equipment at Carey Grove playground including polycarbonate clear panels and bike motor.
- Pressure washed Carey Grove picnic areas.
- Bush Honeysuckle mitigation continues occurring at multiple park locations including West Park, Central Park, Monon Greenway, Flowing Well, Vera Hinshaw Preserve, and River Heritage.
- 75 trees planted by volunteers at Vera Hinshaw Preserve in conjunction with World Habitat Day.
- Over 50 volunteers from Future Farmers of America supported invasive bush honeysuckle removal efforts in Central Park.
- Hazard tree mitigation at White River Greenway, West Park, and Flowing Well.
- New interpretive signs installed at River Heritage (a few more left to go) and at the bison sculptures at Central Park.
- Staff attended invasive species management conference, tree stewardship training, and NRPA conference.
- Installed drain to reduce erosion along Meadowlark's Pond Loop Trail.
- Security camera installed to support bison sculptures.

**Financial Assistance**  
**January - October 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	9	572.00	0	0.00	51	12,814.20
March	9	572.00	0	0.00	51	13,907.10
April	9	572.00	0	0.00	51	10,325.00
May	11	590.75	0	0.00	51	10,229.80
June	10	511.25	0	0.00	4	939.75
July	10	510.50	0	0.00	0	0.00
August	9	427.50	0	0.00	36	6,581.40
September	12	622.50	2	128.92	46	14,259.30
October	12	622.50	1	43.50	48	12,966.35
November						
December						
<b>Total</b>		<b>\$ 5,576.00</b>		<b>\$ 172.42</b>		<b>\$ 93,418.60</b>

<b>MCC Passes</b>	<b>\$ 5,576.00</b>
<b>MCC Programs</b>	<b>\$ 128.92</b>
<b>ESE &amp; Summer Camps</b>	<b>\$ 93,418.60</b>
<b>Total Financial Assistance</b>	<b><u>\$ 99,123.52</u></b>

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

<small>PRESENTER</small> <b>Linus Rude, Secretary</b>	<small>ACTION REQUESTED</small> <b>Approval</b>
<small>ITEM/SUBJECT</small> <b>October 17, 2024 Park Board Meeting Minutes</b>	
<small>DOLLAR AMOUNT / FUND</small> <b>N/A</b>	<small>MEETING DATE</small> <b>November 12, 2024</b>

**SUMMARY:**

A draft of the minutes for the October 17, 2024 Park Board Meeting is provided for additions or corrections.

**STAFF RECOMMENDATION:**

“I move to approve the minutes of the Park Board Meeting on October 17, 2024.”

**Carmel/Clay Board of Parks and Recreation  
Thursday, October 17, 2024, 6:00 p.m.  
John W. Hensel Government Center  
10701 North College Avenue  
Carmel, Indiana 46280**

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

**Member(s) Absent:** None

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

**Roll Call; Call to Order & Pledge of Allegiance**

Board President Hagan welcomed everyone to the meeting and asked Mr. Rude to call the role. Mr. Rude stated that there was a quorum. Board President Hagan called the meeting to order at 6:05 p.m. followed by the Pledge of Allegiance.

**Public Comments**

There were no public comments.

**Staff Reports**

Assistant Director Baumgartner said Staff Reports were included in the Park Board packet. He pointed out that he included the current issue of *Park Conversations* which includes a story on the Bison & Calf sculpture in Central Park. He also commented that Carmel Clay Parks & Recreation (CCPR) staff recently attended the NRPA (*National Recreation & Park Association*) national conference where CCPR received its reaccreditation. Board members were invited to attend the banner unveiling celebration at the Monon Community Center (MCC) on October 22<sup>nd</sup>. He also noted that Weihe Engineers received a Merit Award from the American Society of Landscape Architects for their work on Meadowlark Park.

Board President Hagan drew attention to the IBJ (*Indiana Business Journal*) article provided in the packet addressing long-term funding of the park system.

Mr. Garretson asked if the City Council has signed off on the 2-year extension to the Interlocal Agreement. Director Klitzing reported that it is still under review in the Land Use and Special Studies Committee.

Board President Hagan asked if the MCC gym refresh was a complete redo, which Assistant Director Baumgartner reported that this year was a complete sanding down and repainting which is done every eight to 10 years.

Mr. Rude asked for clarification on the MCC pass graphs and the downturn seen in September. Assistant Director Baumgartner replied that this downturn is typical for the season. He feels memberships are still in a good position and will continue to rise again at the end of the year. Additionally, staff performed a large purge of unused insurance reimbursement program passes that contributed to the larger downturn on the graph.



Director Klitzing further explained the factors that contribute to the peaks and valleys throughout the seasons. He further pressed the importance of developing the indoor playground space within the MCC to entice more families to keep their memberships long-term rather than just in the summer months.

### **Committee Reports**

#### **Finance Committee**

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

#### **Master Plan Review Committee**

Ms. Kristunas announced that the Committee did not meet last month and is awaiting the revised introduction and conclusion. Director Klitzing confirmed that the Joint Meeting between the Park Board, City Council, and Township Board will be on November 14, 2024.

#### **Strategic Funding Committee**

Mr. Westermeier reported that the Committee has not met.

#### **Personnel Committee**

Board President Hagan announced the formation of a Personnel Committee chaired by herself with Mr. Westermeier and Mr. Rude serving on the Committee. They met for the first time prior to the Park Board meeting. Board President Hagan requested that Assistant Director Baumgartner give an overview of the discussion to which he reported the conversation revolved around recent information received from the City that was not previously available when reviewing the salary compensation study, particularly how it pertains to the Director/CEO compensation.

### **Minutes**

#### **September 10, 2024 Park Board Meeting**

Mr. Rude made a motion to approve the minutes of the Park Board Meeting dated September 10, 2024, seconded by Ms. Kristunas. Motion was passed unanimously 9 – 0.

### **Financial Reports**

#### **Consolidated Financial Report for August 2024; CCPR P&L Statements for September 2024**

Ms. Zheng made a motion to acknowledge receipt of the Consolidated Financial Report for August 2024 and to acknowledge receipt of the P&L Statements for September 2024, seconded by Mr. Blake. Motion was passed unanimously 9 – 0.

### **Claims**

#### **Claim Sheet October 17, 2024; Clay Township Claim Sheet October 17, 2024; CCPR Payroll for September 6, 2024, September 20, 2024, and September 30, 2024**

Ms. Zheng made a motion to approve the Claim Sheet dated October 17, 2024; and to approve the Clay Township Claim Sheet dated October 17, 2024; and to approve payroll wages and liabilities for payroll dates September 6, 2024, September 20, 2024, and September 30, 2024, seconded by Ms. Kristunas. The motion passed unanimously 9 – 0.

Ms. Zheng asked for clarification on the third payroll. Mr. Mehl reported that an additional payroll had to be run to back-pay a few individuals for some lost wages.

**Monetary Gifts, Grants, Partnerships, and Sponsorships for September 2024**

Mr. Mehl reported the contributions that were received in September: \$500 sponsorship from Merrifield Exteriors for the Lunch & Learn program; and the \$100 donation from the anonymous donor for Staff Appreciation.

Mr. Kirsh made a motion to graciously accept and thank the donors for the items as presented, seconded by Mr. Blake, and passed unanimously 9 – 0.

**New Business**

**Consideration to Grant Approval of Right of Entry – 126<sup>th</sup> Street and River Road**

Director Klitzing gave a detailed overview of the City's perimeter path project and provided some visuals to illustrate the City's plan and how they need a right of entry granted from CCPR to access the project through park property.

Board President Hagan asked for clarification on the second path on the illustrations, which Director Klitzing explained would be a second access point connecting to the White River Greenway section within Prather Park.

Mr. Garretson made a motion to approve the right of entry as presented. Motion was seconded by Mr. Kirsh and passed unanimously 9 – 0.

**Consideration of Resolution B-2024-008 to Purchase Furniture for the new Extended School Enrichment Office Space**

Mr. Mehl gave an overview of the ESE office space and the proposed furniture layout.

Mr. Garretson asked which fund would be used. Mr. Mehl reported it will be fully funded from the ESE 108 Fund. Assistant Director Baumgartner confirmed that ESE has healthy cash reserves for this purchase.

Ms. Kristunas asked if the worktables in the common area would have power outlets to allow others access for laptops during trainings or meetings. Mr. Mehl explained that ESE considered power outlets for the tables, but decided not to pursue those options.

Board President Hagan asked to confirm the office area would have wireless internet, to which Mr. Mehl confirmed.

Ms. Browning offered a solution to the power outlets for the worktables. She also asked to confirm that four chairs within the breakroom were adequate. Mr. Mehl explained that there are six full-time employees working within the ESE office space. The breakroom is designed primarily for those individuals, and the main open work area is equipped for larger groups. Ms. Browning wanted to confirm that there will be appliances within the breakroom. Mr. Mehl replied that the kitchen area will be adequately equipped.

Ms. Browning made a motion to approve Resolution B-2024-008, authorizing the special purchase of office furniture for the new Extended School Enrichment Office Space from Commercial Office Environments in the amount of \$153,658.45 under the special purchasing provisions permitted by Indiana Code Sections 5-22-10-12. Motion was seconded by Mr. Blake and passed unanimously 9 – 0.

### **Consideration of Approval for Execution of Quit Claim Deed for Parcel in Bear Creek Park**

Mr. Bosma gave an overview of the need to Quit Claim the parcel within Bear Creek Park which will create a new parcel number assigned to that property. This is necessary for the Land and Water Conservation Fund grant application. Director Klitzing added further details on the status of the application process and the reason behind the parcel split.

Mr. Kirsh made a motion that Park Board President Judith Hagan be authorized, empowered, and directed to execute a Quit Claim Deed to the Board for the Bear Creek Park parcel in a form acceptable to the President and legal counsel to the Board. Motion was seconded by Ms. Kristunas and passed unanimously 9 – 0.

### **Old Business**

There was no old business.

### **Attorney's Report**

Mr. Bosma updated the Board on current projects including:

- Working through finalizing professional services agreements and construction contracts.
- Drafting an easement agreement with Duke Energy for the Building Corporation.
- Working through a couple of standard tort claims that are in the hands of Travelers for review.

### **Director's Report**

Director Klitzing gave updates on the following:

- 2025 Budget – Anticipating City Council to adopt the General Fund budget at their next meeting.
- At the City Council's October 7<sup>th</sup> meeting, they authorized the release of Lease Rental Bonds including \$25 million earmarked for park related projects. This includes \$8 million for Bear Creek Park. This also includes roughly \$8 million for the construction of what is currently being called Autum Greenway which will connect the Monon Greenway to the new American Songbook Museum to Old Meridian. This idea was driven by residents to create more direct and safer connectivity from that area of town to the Monon Greenway and Midtown. There is another \$8 million for an additional trail to spur off the Autum Greenway north to Main and Old Meridian.
- The last bond funding item involves a roundabout project at Smoky Row and Ironwood Drive where the Smokey Row Swim Club currently resides. The City would use the funds to acquire the property with the intention of creating a roundabout at the intersection and using the rest of the property for a very small park.
- Other bond money may be used for some land acquisition the City is working on that may allow for a north/south spur from the Autum Greenway.
- Reminder – CAPRA celebration and banner unveiling at the MCC on October 27<sup>th</sup>.
- Land Use Committee may be meeting on the 23<sup>rd</sup> to discuss the Third Amendment to the Interlocal Agreement.
- *Current In Carmel* posted a great story on the Park Resource Officer program. Deputy Chief DJ Schoeff and Director Klitzing expressed very similar views.

Mr. Garretson asked for clarification on the Smokey Row Swim Club facility and if CCPR would be taking over that operation. Director Klitzing clarified that the building and pool would be demolished as part of the roundabout project.

Ms. Browning added that this property has not been owned or operated by the Swim Club in quite some time. The property was bought by a private company in hopes of building homes, which never received approval, so it has sat in disrepair.

Director Klitzing shared that Councilor Shannon Minnaar has been a huge advocate and driving force behind converting the property to a roundabout and park. Mr. Kirsh added that failure to stop at that intersection has been a growing issue.

Board President Hagan congratulated staff on the CAPRA accreditation. Director Klitzing shared that the work is a combined effort of the full team, especially Assistant Director Baumgartner who spearheaded the preparations.

Board President Hagan expressed her excitement about witnessing so many conversations revolve around parks and trails during the City's budget process. She feels this is big milestone for the Department. Director Klitzing expressed gratitude to all the elected officials, but especially Councilors Rich Taylor and Matt (*Matthew*) Snyder for their continued support.

Mr. Rude asked if the perimeter trail at 126<sup>th</sup> Street connecting to the White River Greenway will be constructed to CCPR standards or City Engineering standards. Director Klitzing clarified that the standards are the same since CCPR works with City Engineers on all paths. Mr. Rude also asked about maintenance responsibilities, which Director Klitzing explained that perimeter paths fall within the City's responsibility for overall maintenance, however, CCPR would most likely take care of some minor items if identified.

#### **Information Items**

##### **Plan Commission**

Mr. Kirsh reported that the City is hosting Mobycon, a master class on roundabout and pedestrian integration. He also mentioned a recent meeting regarding the Gramercy development.

##### **School Board**

There was no report.

##### **Parks Foundation**

There was no report.

##### **Climate Action Plan (CAP) Advisory Committee**

There was no report.

#### **Park Board Comments / Discussion**

Mr. Garretson wanted to further discuss the Smoky Row project. He stated his recollection was the Department would no longer be doing small micro parks. Director Klitzing responded that since this is driven heavily by City Council, and they are potentially funding \$25 million worth of projects for parks, it is hard to say "no." Board President Hagan added that this will most likely end up as more of a trailhead style park, which Director Klitzing agreed.

Mr. Kirsh added that his understanding is that the demolition of the building and property would be under the City's contract. Director Klitzing further explained that the park construction may be a part of the overall contract bid rather than separate projects.

Mr. Garretson expressed concern that CCPR would be setting a precedent for taking over other neighborhood pools that may go under. Director Klitzing explained that this project is different due to its location and viability of improving the intersection versus other pools tucked within neighborhoods. The property may also end up being more roundabout and with little property left for a park. Mr. Blake expressed support in keeping good relationships as this parcel would be a remnant from an Engineering project.

**Adjournment**

Mr. Kirsh made a motion to adjourn the meeting, seconded by Ms. Kristunas. With no objections, Board President Hagan adjourned the meeting at 7:02 p.m.

**Approved,**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

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

PRESENTER <b>Lin Zheng, Treasurer</b>	ACTION REQUESTED <b>Acknowledgement</b>
ITEM/SUBJECT <b>Consolidated Financial Report for September 2024</b>	
DOLLAR AMOUNT / FUND <b>N/A</b>	MEETING DATE <b>November 12, 2024</b>

**SUMMARY:**

Provided is the Consolidated Financial Report for September 2024.

**STAFF RECOMMENDATION:**

“I move to acknowledge receipt of the Consolidated Financial Report for September 2024.”



**CARMEL CLAY PARKS & RECREATION**  
**2024 YEAR-TO-DATE CONSOLIDATED FINANCIAL REPORT**

Month: September 2024

	(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
<b>REVENUES</b>										
City of Carmel	\$8,047,425.92	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,047,425.92
Clay Township	\$0.00	\$0.00	\$3,574,277.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,574,277.78
Impact Fees	\$0.00	\$0.00	\$0.00	\$2,065,200.46	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,065,200.46
User Fees, Interest & Other Earned Income	\$0.00	\$29,877.95	\$166,064.50	\$123,093.54	\$4,733,477.18	\$6,269,549.44	\$214,553.06	\$41,036.15	\$53,737.67	\$11,631,389.49
<b>Total Revenues (a)</b>	<b>\$8,047,425.92</b>	<b>\$2,029,877.95</b>		<b>\$2,188,294.00</b>	<b>\$4,733,477.18</b>	<b>\$6,269,549.44</b>	<b>\$214,553.06</b>	<b>\$41,036.15</b>	<b>\$53,737.67</b>	<b>\$27,318,293.65</b>
<b>OTHER FINANCING SOURCES</b>										
Cash Reserves as of 12/31/2022	\$0.00	\$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
Previous Year Encumbrances	\$181,018.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$181,018.18
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
<b>Total Other Financing Sources</b>	<b>\$181,018.18</b>	<b>\$116,300.13</b>	<b>\$4,710,609.86</b>	<b>\$4,262,667.44</b>	<b>\$3,690,718.01</b>	<b>\$4,650,483.52</b>	<b>\$315,021.17</b>	<b>\$119,280.78</b>	<b>\$1,549,047.34</b>	<b>\$19,595,146.43</b>
<b>Total Revenues &amp; Other Financing Sources (b)</b>	<b>\$8,228,444.10</b>	<b>\$2,146,178.08</b>	<b>\$8,450,952.14</b>	<b>\$6,450,961.44</b>	<b>\$8,424,195.19</b>	<b>\$10,920,032.96</b>	<b>\$529,574.23</b>	<b>\$160,316.93</b>	<b>\$1,602,785.01</b>	<b>\$46,913,440.08</b>
<b>OPERATING EXPENSES</b>										
Transfer Out	\$2,000,000.00									
Personal Services	\$2,663,948.94	\$0.00	\$0.00	\$0.00	\$2,716,168.59	\$2,779,317.54	\$0.00	\$0.00	\$0.00	\$8,159,435.07
Supplies	\$128,923.47	\$0.00	\$0.00	\$0.00	\$257,913.68	\$445,009.13	\$29,981.48	\$0.00	\$0.00	\$861,827.76
Other Services & Charges	\$1,319,726.90	\$0.00	\$0.00	\$0.00	\$983,950.07	\$2,138,056.49	\$130,422.84	\$0.00	\$0.00	\$4,572,156.30
Capital Outlay	\$15,846.24	\$0.00	\$0.00	\$0.00	\$39,397.02	\$33,481.72	\$0.00	\$0.00	\$0.00	\$88,724.98
<b>Total Operating Expenses (c)</b>	<b>\$6,128,445.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,997,429.36</b>	<b>\$5,395,864.88</b>	<b>\$160,404.32</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,682,144.11</b>
<b>DEVELOPMENT &amp; OTHER EXPENSES</b>										
Capital Development & Maintenance	\$0.00	\$193,727.60	\$2,244,732.96	\$2,510,353.81	\$0.00	\$610,472.16	\$0.00	\$18,075.19	\$684,556.03	\$6,261,917.75
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	\$2,577.50	\$0.00	\$0.00	\$0.00	\$2,577.50
<b>Total Development &amp; Other Expenses</b>	<b>\$0.00</b>	<b>\$193,727.60</b>	<b>\$2,244,732.96</b>	<b>\$2,510,353.81</b>	<b>\$0.00</b>	<b>\$628,449.66</b>	<b>\$0.00</b>	<b>\$18,075.19</b>	<b>\$684,556.03</b>	<b>\$6,279,895.25</b>
<b>Total Expenses (d)</b>	<b>\$6,128,445.55</b>	<b>\$193,727.60</b>	<b>\$2,244,732.96</b>	<b>\$2,510,353.81</b>	<b>\$3,997,429.36</b>	<b>\$6,024,314.54</b>	<b>\$160,404.32</b>	<b>\$18,075.19</b>	<b>\$684,556.03</b>	<b>\$19,962,039.36</b>
<b>ENCUMBRANCES &amp; RESERVES</b>										
Encumbrances & Dedicated Funds	\$0.00	\$1,952,450.48	\$6,206,219.18	\$3,940,607.63	\$0.00	\$0.00	\$0.00	\$0.00	\$918,228.98	\$13,017,506.27
Designated Gifts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$126,616.26	\$0.00	\$126,616.26
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	\$3,126,765.83	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$4,126,765.83
Capital Maintenance Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,245,718.42	\$319,169.91	\$0.00	\$0.00	\$2,564,888.33
Cash Flow Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$1,300,000.00	\$1,650,000.00	\$50,000.00	\$0.00	\$0.00	\$3,000,000.00
<b>Total Encumbrances &amp; Reserves</b>	<b>\$0.00</b>	<b>\$1,952,450.48</b>	<b>\$6,206,219.18</b>	<b>\$3,940,607.63</b>	<b>\$4,426,765.83</b>	<b>\$4,895,718.42</b>	<b>\$369,169.91</b>	<b>\$126,616.26</b>	<b>\$918,228.98</b>	<b>\$22,835,776.69</b>
<b>Total Expenses, Encumbrances &amp; Reserves (e)</b>	<b>\$6,128,445.55</b>	<b>\$2,146,178.08</b>	<b>\$8,450,952.14</b>	<b>\$6,450,961.44</b>	<b>\$8,424,195.19</b>	<b>\$10,920,032.96</b>	<b>\$529,574.23</b>	<b>\$144,691.45</b>	<b>\$1,602,785.01</b>	<b>\$42,797,816.05</b>
<b>Net Income (a - c)</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>\$736,047.82</b>	<b>\$873,684.56</b>	<b>\$54,148.74</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
<i>Cost Recovery (a + c)</i>					118%	116%	134%			
Current Cash Balance & Investments (b - d)	n/a	\$1,952,450.48	\$6,206,219.18	\$3,940,607.63	\$4,426,765.83	\$4,895,718.42	\$369,169.91	\$142,241.74	\$918,228.98	\$22,851,402.17
Unencumbered or Undedicated Funds (b - e)	\$2,099,998.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,625.48	\$0.00	\$2,115,624.03

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

<small>PRESENTER</small> <b>Kurtis Baumgartner, Assistant Director of Parks and Recreation/COO</b>	<small>ACTION REQUESTED</small> <b>Acknowledgement</b>
<small>ITEM/SUBJECT</small> <b>CCPR P&amp;L Statements for October 2024</b>	
<small>DOLLAR AMOUNT/FUND</small> <b>N/A</b>	<small>MEETING DATE</small> <b>November 12, 2024</b>

**SUMMARY:**

Provided for your review are October 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 October 2024."

1:18 PM

## Extended School Enrichment - Carmel Clay Parks &amp; Recreation

11/06/24

## 108 ESE Profit &amp; Loss Prev Year Comparison

Accrual Basis

January through October 2024

	Jan - Oct 24	Jan - Oct 23	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
0300000 · REVENUES			
0345040 · Park Department Fees	4,999,413.09	4,539,053.26	460,359.83
0361030 · Interest on Sweep	140,314.43	146,654.07	-6,339.64
<b>Total 0300000 · REVENUES</b>	<b>5,139,727.52</b>	<b>4,685,707.33</b>	<b>454,020.19</b>
<b>Total Income</b>	<b>5,139,727.52</b>	<b>4,685,707.33</b>	<b>454,020.19</b>
<b>Gross Profit</b>	<b>5,139,727.52</b>	<b>4,685,707.33</b>	<b>454,020.19</b>
<b>Expense</b>			
4100000 · PERSONAL SERVICES			
4110000 · Full Time Regular	1,076,502.98	875,637.71	200,865.27
4111000 · Part Time	1,172,012.82	1,158,938.27	13,074.55
4112000 · Overtime	21,759.90	22,833.11	-1,073.21
4120000 · Deferred Compensation	28,965.73	29,254.48	-288.75
4121000 · Employer's Share of FICA	135,555.28	122,738.14	12,817.14
4122000 · Employer's Share of H-Ins	349,463.64	295,793.40	53,670.24
4122100 · Disability Insurance	2,068.56	1,734.67	333.89
4122200 · Life Insurance	943.50	773.30	170.20
4123002 · Civilian PERF	146,818.41	123,505.94	23,312.47
4124000 · Employer's Share of Medicare	31,693.32	28,704.89	2,988.43
<b>Total 4100000 · PERSONAL SERVICES</b>	<b>2,965,784.14</b>	<b>2,659,913.91</b>	<b>305,870.23</b>
4200000 · SUPPLIES			
4230100 · Stationary & Printing Materials	5,212.85	3,050.00	2,162.85
4230200 · Office Supplies	12,390.06	6,246.34	6,143.72
4239012 · Safety Supplies	23,993.17	339.74	23,653.43
4239039 · General Program Supplies	158,558.92	128,909.02	29,649.90
4239040 · Food & Beverages	92,451.77	93,617.58	-1,165.81
4239099 · Other Miscellaneous	20,340.12	33,125.58	-12,785.46
<b>Total 4200000 · SUPPLIES</b>	<b>312,946.89</b>	<b>265,288.26</b>	<b>47,658.63</b>
4300000 · OTHER SERVICES & CHARGES			
4340000 · Legal Expense	8,196.84	2,631.75	5,565.09
4340400 · Consulting Fees	7,055.34	0.00	7,055.34
4340700 · Medical Fees (Drug Tests)	534.50	162.00	372.50
4340800 · Program Contractors	19,222.02	11,868.65	7,353.37
4341955 · Info Sys Maint/Contracts	63,036.84	44,836.33	18,200.51
4341990 · Criminal Background Checks	5,269.71	2,428.50	2,841.21
4341991 · Marketing & Promotions	12,033.86	24,241.76	-12,207.90
4341999 · Other Professional Fees	181,897.29	175,168.83	6,728.46
4343000 · Travel Fees & Expenses	6,490.92	5,053.57	1,437.35
4343006 · Bus Trips	180,116.76	166,715.18	13,401.58
4343007 · Field Trips	151,045.63	153,011.67	-1,966.04
4344100 · Cellular Phone Fees	20,135.33	16,271.61	3,863.72
4345000 · Printing (Not Office Supplies)	19,516.85	995.33	18,521.52
4346000 · Classified Advertising	28,296.78	11,774.80	16,521.98
4350000 · Equipment Repairs & Maint.	6,097.12	13,235.35	-7,138.23
4350900 · Other Cont. Services	206,221.27	137,107.19	69,114.08
4353004 · Copier	3,273.61	2,393.58	880.03
4353099 · Other Rental & Leases	7,203.75	0.00	7,203.75
4355200 · Subscriptions	3,178.60	2,639.84	538.76
4355300 · Organization & Membership Dues	3,381.00	3,739.00	-358.00
4356004 · Staff Clothing	36,446.97	47,278.70	-10,831.73
4356005 · Participant Clothing	420.00	415.00	5.00
4357003 · Internal Instruction Fees	8,978.25	5,298.08	3,680.17
4357004 · External Instructional Fees	20,897.36	12,984.77	7,912.59

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## Extended School Enrichment - Carmel Clay Parks &amp; Recreation

## 108 ESE Profit &amp; Loss Prev Year Comparison

11/06/24

January through October 2024

Accrual Basis

	Jan - Oct 24	Jan - Oct 23	\$ Change
4358400 · Refunds, Awards & Indemnities	2,956.50	9,775.40	-6,818.90
4359000 · Special Projects	1,778.96	895.07	883.89
<b>Total 4300000 · OTHER SERVICES &amp; CHARGES</b>	<b>1,003,682.06</b>	<b>850,921.96</b>	<b>152,760.10</b>
<b>Total Expense</b>	<b>4,282,413.09</b>	<b>3,776,124.13</b>	<b>506,288.96</b>
<b>Net Ordinary Income</b>	<b>857,314.43</b>	<b>909,583.20</b>	<b>-52,268.77</b>
<b>Other Income/Expense</b>			
Other Expense			
4460000 · CAPITAL OUTLAY			
4463000 · Furniture & Fixtures	58,587.58	0.00	58,587.58
4463200 · Computer Equipment	11,815.02	969.82	10,845.20
4463202 · Software	0.00	2,638.68	-2,638.68
<b>Total 4460000 · CAPITAL OUTLAY</b>	<b>70,402.60</b>	<b>3,608.50</b>	<b>66,794.10</b>
<b>Total Other Expense</b>	<b>70,402.60</b>	<b>3,608.50</b>	<b>66,794.10</b>
<b>Net Other Income</b>	<b>-70,402.60</b>	<b>-3,608.50</b>	<b>-66,794.10</b>
<b>Net Income</b>	<b>786,911.83</b>	<b>905,974.70</b>	<b>-119,062.87</b>

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11/06/24

Accrual Basis

## Monon Community Center - Carmel Clay Parks &amp; Recreation

## 109 MCC Profit &amp; Loss Prev Year Comparison

January through October 2024

	Jan - Oct 24	Jan - Oct 23	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
0300000 · REVENUES			
313000 · Sales Tax Collected	22,434.63	21,110.16	1,324.47
345040 · Park Department Fees	166,217.00	120,315.75	45,901.25
346020 · Facility Rentals	35,221.86	37,920.45	-2,698.59
346025 · Shelter Rentals	137,674.71	139,755.77	-2,081.06
346030 · Food Services Revenue	260,006.23	188,833.51	71,172.72
346040 · Aquatics Programs	128,306.00	133,316.74	-5,010.74
346050 · Fitness Programs	261,589.00	198,558.00	63,031.00
346110 · Therapeutic Rec Programs	59,420.34	62,280.50	-2,860.16
346115 · Annual Passes	33,126.84	36,270.00	-3,143.16
346116 · GS Corp Annual Passes	9,375.00	8,764.00	611.00
346120 · Season Passes	35,054.00	36,724.00	-1,670.00
346125 · Monthly Passes	3,645,106.63	3,449,085.86	196,020.77
346130 · GS Corp Monthly Passes	178,828.65	177,760.32	1,068.33
346135 · Value Passes	43,749.00	39,825.30	3,923.70
346140 · Daily Passes	1,444,261.00	1,330,756.00	113,505.00
346145 · Contractor Commissions	13,519.59	10,623.80	2,895.79
346150 · Merchandise Sales	10,679.00	10,503.00	176.00
360010 · Miscellaneous Revenues	33,183.53	9,137.52	24,046.01
361030 · Interest on Sweep	155,068.65	188,411.21	-33,342.56
367000 · Contributions & Gifts	12,128.14	13,166.48	-1,038.34
<b>Total 0300000 · REVENUES</b>	<b>6,684,949.80</b>	<b>6,213,118.37</b>	<b>471,831.43</b>
<b>Total Income</b>	<b>6,684,949.80</b>	<b>6,213,118.37</b>	<b>471,831.43</b>
<b>Gross Profit</b>	<b>6,684,949.80</b>	<b>6,213,118.37</b>	<b>471,831.43</b>
<b>Expense</b>			
4100000 · PERSONAL SERVICES			
4110000 · Full Time Regular	745,695.06	715,523.83	30,171.23
4111000 · Part Time	1,702,177.71	1,433,161.51	269,016.20
4112000 · Overtime	5,417.55	7,884.57	-2,467.02
4120000 · Deferred Compensation	50,525.11	46,137.61	4,387.50
4121000 · Employer's Share of FICA	148,673.67	130,708.13	17,965.54
4122000 · Employer's Share of H-Ins	224,626.23	198,391.82	26,234.41
4122100 · Disability Insurance	1,487.38	1,467.28	20.10
4122200 · Life Insurance	595.70	603.10	-7.40
4123002 · Civilian PERF	105,511.19	98,392.71	7,118.48
4124000 · Employer's Share of Medicare	34,770.42	13,689.34	21,081.08
<b>Total 4100000 · PERSONAL SERVICES</b>	<b>3,019,480.02</b>	<b>2,645,959.90</b>	<b>373,520.12</b>
4200000 · SUPPLIES			
4230100 · Stationary & Printing Materials	727.45	662.50	64.95
4230200 · Office Supplies	5,858.60	8,745.89	-2,887.29
4235000 · Building Materials	46,400.29	7,438.67	38,961.62
4237000 · Repair Parts	37,093.02	18,456.34	18,636.68
4238000 · Small Tools & Minor Equipment	7,536.66	4,925.13	2,611.53
4238900 · Cleaning & Maint. Supplies	201,176.16	267,910.96	-66,734.80
4239012 · Safety Supplies	9,524.27	9,957.04	-432.77
4239039 · General Program Supplies	40,483.22	53,485.61	-13,002.39
4239040 · Food & Beverages	94,832.85	103,823.01	-8,990.16
4239045 · Retail Goods	5,987.57	6,527.20	-539.63
4239099 · Other Miscellaneous	9,825.82	12,498.91	-2,673.09
<b>Total 4200000 · SUPPLIES</b>	<b>459,445.91</b>	<b>494,431.26</b>	<b>-34,985.35</b>

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11/06/24

Accrual Basis

**Monon Community Center - Carmel Clay Parks & Recreation**  
**109 MCC Profit & Loss Prev Year Comparison**  
**January through October 2024**

	Jan - Oct 24	Jan - Oct 23	\$ Change
<b>4300000 · OTHER SERVICES &amp; CHARGES</b>			
4340000 · Legal Fees	22,213.25	19,655.50	2,557.75
4340400 · Consulting Fees	16,415.34	0.00	16,415.34
4340700 · Medical Fees (Drug Tests)	1,582.50	387.00	1,195.50
4340800 · Program Contractors	54,090.00	21,951.00	32,139.00
4341955 · Info Sys Maint/Contracts	67,828.70	47,165.36	20,663.34
4341990 · Criminal Background Checks	3,799.06	3,718.50	80.56
4341991 · Marketing & Promotions	106,999.82	98,091.37	8,908.45
4341992 · Security Services	10,980.00	15,675.00	-4,695.00
4341999 · Other Professional Fees	275,111.75	292,928.74	-17,816.99
4343000 · Travel Fees & Expenses	2,613.55	3,531.78	-918.23
4344000 · Telephone Line Charges	2,374.70	14,345.37	-11,970.67
4344100 · Cellular Phone Fees	2,125.40	2,000.40	125.00
4345000 · Printing (Not Office Supplies)	25,400.28	14,908.12	10,492.16
4346000 · Classified Advertising	28,070.70	10,583.22	17,487.48
4347500 · General Insurance	182,054.00	148,437.57	33,616.43
4348000 · Electricity	333,201.74	424,474.25	-91,272.51
4348500 · Water & Sewer	95,957.66	110,790.61	-14,832.95
4349000 · Gas	58,894.72	86,119.69	-27,224.97
4349500 · Cable Service	2,462.40	2,528.57	-66.17
4350000 · Equipment Repairs & Maint.	124,532.05	98,231.52	26,300.53
4350100 · Building Repairs & Maint.	278,198.26	104,065.32	174,132.94
4350101 · Trash Collection	14,617.95	12,436.74	2,181.21
4350400 · Grounds Maintenance	26,422.23	23,897.64	2,524.59
4350600 · Cleaning Services	278,624.59	260,194.40	18,430.19
4350900 · Other Cont. Services	75,835.75	33,899.09	41,936.66
4351000 · Auto Repairs & Maintenance	1,497.25	0.00	1,497.25
4353004 · Copier	3,177.53	3,584.55	-407.02
4353099 · Other Rental & Leases	8,968.35	11,036.62	-2,068.27
4355200 · Subscriptions	19,005.94	25,914.34	-6,908.40
4355300 · Organization & Membership Dues	1,280.00	850.00	430.00
4356004 · Staff Clothing	17,471.52	19,241.74	-1,770.22
4357003 · Internal Instruction Fees	0.00	750.00	-750.00
4357004 · External Instructional Fees	20,273.41	20,076.92	196.49
4358300 · Other Fees & Licenses	12,076.00	9,814.05	2,261.95
4358400 · Refunds, Awards & Indemnities	4,308.48	3,575.50	732.98
4359000 · Special Projects	4,246.63	1,933.85	2,312.78
4359200 · Sales Tax Paid	21,838.16	0.00	21,838.16
<b>Total 4300000 · OTHER SERVICES &amp; CHARGES</b>	<b>2,204,549.67</b>	<b>1,946,794.33</b>	<b>257,755.34</b>
<b>Total Expense</b>	<b>5,683,475.60</b>	<b>5,087,185.49</b>	<b>596,290.11</b>
<b>Net Ordinary Income</b>	<b>1,001,474.20</b>	<b>1,125,932.88</b>	<b>-124,458.68</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
<b>4460000 · CAPITAL OUTLAY</b>			
4461000 · Parks MC Admin Buildings	72,030.00	0.00	72,030.00
4462000 · Parks MC Admin, Structure Impmnt	599,752.16	235,984.06	363,768.10
4463200 · Computer Equipment	27,751.36	13,210.63	14,540.73
4463202 · Software	9,012.95	6,655.03	2,357.92
4463600 · Parks Equipment	0.00	3,160.00	-3,160.00
4460000 · CAPITAL OUTLAY - Other	0.00	0.00	0.00
<b>Total 4460000 · CAPITAL OUTLAY</b>	<b>708,546.47</b>	<b>259,009.72</b>	<b>449,536.75</b>
<b>Total Other Expense</b>	<b>708,546.47</b>	<b>259,009.72</b>	<b>449,536.75</b>
<b>Net Other Income</b>	<b>-708,546.47</b>	<b>-259,009.72</b>	<b>-449,536.75</b>
<b>Net Income</b>	<b>292,927.73</b>	<b>866,923.16</b>	<b>-573,995.43</b>



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11/06/24

Accrual Basis

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

	Jan - Oct 24	Jan - Oct 23	\$ Change
<b>Ordinary Income/Expense</b>			
Income			
345040 · Park Department Fees	93,245.00	91,575.00	1,670.00
346020 · Facility Rentals	118,530.50	118,709.50	-179.00
360010 · Miscellaneous Revenues	5,346.09	32,715.94	-27,369.85
361030 · Interest	10,163.69	11,180.75	-1,017.06
<b>Total Income</b>	<b>227,285.28</b>	<b>254,181.19</b>	<b>-26,895.91</b>
Expense			
4200000 · SUPPLIES			
4237000 · Repair Parts	1,149.50	623.72	525.78
4238000 · Small Tools & Minor Equipment	0.00	1,002.00	-1,002.00
4238900 · Other Maintenance Supplies	18,416.40	6,042.22	12,374.18
4239099 · Other Miscellaneous	16,485.52	17,519.32	-1,033.80
<b>Total 4200000 · SUPPLIES</b>	<b>36,051.42</b>	<b>25,187.26</b>	<b>10,864.16</b>
4300000 · OTHER SERVICES & CHARGES			
4341990 · Criminal Background Checks	175.00	0.00	175.00
4341999 · Other Professional Fees	9,701.16	9,411.67	289.49
4344000 · Telephone Line Charges	1,030.23	9,436.22	-8,405.99
4347500 · General Insurance	25,045.00	19,091.00	5,954.00
4348000 · Electricity	15,875.72	19,621.17	-3,745.45
4348500 · Water & Sewer	5,576.14	4,407.05	1,169.09
4349000 · Gas	2,524.85	5,361.89	-2,837.04
4350100 · Building Repairs & Maint.	20,901.28	19,546.06	1,355.22
4350101 · Trash Collection	4,706.74	3,365.32	1,341.42
4350400 · Grounds Maintenance	11,973.32	9,570.17	2,403.15
4350600 · Cleaning Services	23,892.00	20,700.00	3,192.00
4350900 · Other Cont. Services	11,105.56	37,440.26	-26,334.70
4358400 · Refunds, Awards & Indemnities	4,974.53	153.57	4,820.96
<b>Total 4300000 · OTHER SERVICES &amp; CHARGES</b>	<b>137,481.53</b>	<b>158,104.38</b>	<b>-20,622.85</b>
<b>Total Expense</b>	<b>173,532.95</b>	<b>183,291.64</b>	<b>-9,758.69</b>
<b>Net Ordinary Income</b>	<b>53,752.33</b>	<b>70,889.55</b>	<b>-17,137.22</b>
<b>Other Income/Expense</b>			
Other Expense			
4460000 · CAPITAL OUTLAY			
4463000 · Furniture & Fixtures	15,980.00	146.12	15,833.88
<b>Total 4460000 · CAPITAL OUTLAY</b>	<b>15,980.00</b>	<b>146.12</b>	<b>15,833.88</b>
<b>Total Other Expense</b>	<b>15,980.00</b>	<b>146.12</b>	<b>15,833.88</b>
<b>Net Other Income</b>	<b>-15,980.00</b>	<b>-146.12</b>	<b>-15,833.88</b>
<b>Net Income</b>	<b>37,772.33</b>	<b>70,743.43</b>	<b>-32,971.10</b>

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

<small>PRESENTER</small> <b>Lin Zheng, Treasurer</b>	<small>ACTION REQUESTED</small> <b>Approval</b>
<small>ITEM/SUBJECT</small> <b>Claim Sheet November 12, 2024</b>	
<small>DOLLAR AMOUNT / FUND</small> <b>N/A</b>	<small>MEETING DATE</small> <b>November 12, 2024</b>

**SUMMARY:**

Claim Sheet November 12, 2024 is included for additions or corrections.

**STAFF RECOMMENDATION:**

“I move to approve the Claim Sheet dated November 12, 2024.”

Carmel/Clay Board of Parks and Recreation  
Claim Sheet Fund 101 - General Fund  
November 12, 2024

Name	Amount	Account	Num	Memo
<b>Oct 1 - Nov 4, 24</b>				
AAPRA - American Academy for Park & Rec	\$ 97.00	4357004 - External Instructional Fees	UFB Visa	9/25/24 Registration for Annual Awards Dinner at NRPA Conference
Ace - Pak Products Inc.	\$ 629.40	4238900 - Other Maintenance Supplies	A-13043	9/27/24 Park Cleaning Supplies 9/27/24
Ace - Pak Products Inc.	\$ 1,133.06	4238900 - Other Maintenance Supplies	A-13090	10/11/24 Park Cleaning Supplies
Ace - Pak Products Inc.	\$ 990.18	4238900 - Other Maintenance Supplies	A-13113	10/18/24 Park Cleaning Supplies
Ace - Pak Products Inc.	\$ 954.19	4238900 - Other Maintenance Supplies	A-13141	10/25/24 Park Cleaning Supplies
AES Indiana	\$ 195.43	4348000 - Electricity	200000323015 Sep'24	10/2/24 Flowing Well Restroom
AES Indiana	\$ 60.02	4348000 - Electricity	200000046790 Sep'24	10/1/24 Flowing Well Park
AES Indiana	\$ 66.21	4348000 - Electricity	20000004288 Sep'24	10/2/24 Monon Greenway South Trailhead
AES Indiana	\$ 104.22	4348000 - Electricity	200000649786 Sep'24	10/1/24 West Park
Allen, Michael	\$ 150.00	4344100 - Cellular Phone Fees	Reimb	11/1/24 Cell Phone Fees Aug'24, Sep'24, & Oct'24
Amazon	\$ 232.35	4237000 - Repair Parts	1167-HJW9-MHC7	10/15/24 Westermeier Commons Splash Pad Repair Supplies
Amazon	\$ 49.52	4238000 - Small Tools & Minor Equipment	17f6-LXK6-LRW7	10/15/24 Specialty Paint Small Equipment for Parks & Natural Resources
Amazon	\$ 77.55	4359000 - Special Projects	11GV-H4QM-JMLV	10/15/24 CAPRA Banner Unwelling 2024 Event Supplies
Amazon	\$ 128.99	4238000 - Small Tools & Minor Equipment	1X3H-VVDN-M3MF	10/15/24 Parks & Natural Resources Small Equipment Replacement for Tractor
Amazon	\$ 77.52	4238900 - Other Maintenance Supplies	1vL9-FDW7-LCP7	10/15/24 Park Game Supplies & Miscellaneous Maintenance Supplies
Amazon	\$ 27.96	4238900 - Other Maintenance Supplies	1vL9-FDW7-LCP7	10/15/24 Park Game Supplies & Miscellaneous Maintenance Supplies
Amazon	\$ 138.27	4239099 - Other Miscellaneous	19g1-H4VK-LD3H	10/15/24 Culture Committee End of Year Party (2024) Decor & Games
Amazon	\$ 53.90	4230100 - Stationary & Printing Materials	14PV-3GVL-HK4K	10/15/24 Human Resources Labor Law Compliance Supplies
Amazon Web Services	\$ 232.53	4341955 - Info Sys Maint/Contracts	UFB Visa	9/2/24 Cloud Backup Server Services
Anytime Outhouse	\$ 150.00	4353099 - Other Rental & Leases	I27740	9/26/24 Rental - Emergency ADA Portable Restroom for Flowing Well Park
ASI, Masters Architectural Graphics, Inc.	\$ 681.75	4239031 - Street Signs	109315	10/18/24 Replacement Signage for Inlow Park
ASI, Masters Architectural Graphics, Inc.	\$ 227.25	4239031 - Street Signs	109315	10/18/24 Replacement Signage for Perelman Pavilion/West Park
AT&T	\$ 137.53	4344000 - Telephone Line Charges	UFB Visa	9/12/24 Analog Telephone AO
B & H Photo	\$ 33.02	4230200 - Office Supplies	227558574	9/20/24 Computer Accessories for Human Resources
B & H Photo	\$ 314.58	4463200 - Computer Equipment	228092602	10/10/24 Computer Monitors for Parks & Natural Resources Director
Ballinger, Helen	\$ 51.38	4343000 - Travel Fees & Expenses	Reimb	11/1/24 Mileage Reimbursement 1/26/24 - 11/1/24
Baumgartner, Kurtis	\$ 200.00	4344100 - Cellular Phone Fees	Reimb	10/1/24 Cell Phone Fees Mar'24, May'24, Aug'24 & Sep'24
Berger, Kari	\$ 34.44	4343000 - Travel Fees & Expenses	Reimb	10/4/24 Mileage Reimbursement 9/10/24-10/3/24
Best One of Indy	\$ 1,592.48	4351000 - Auto Repair & maintenance	1040035545	10/3/24 Fleet #3183 Repairs
Best One of Indy	\$ 205.00	4232100 - Garage & Motor Supplies	1040035912	10/16/24 Service - Fleet #2242 (2024 Ford F250 XL)
Brainstorm Print	\$ 55.00	4239031 - Street Signs	146094	9/26/24 Parks & Natural Resources Park Series Tours Signage
Brainstorm Print	\$ 429.00	4239099 - Other Miscellaneous	146112	10/8/24 Culture Committee - End of Year Party 2024 Employee Gift
Carmel Clay Schools	\$ 2,248.51	4231400 - Gasoline	20243-PD10	10/10/24 Gasoline
Carmel Clay Schools	\$ 436.93	4231300 - Diesel Fuel	20243-PD10	10/10/24 Diesel Fuel
Carmel Utilities	\$ 137.88	4348500 - Water & Sewer	2623000000 Sep'24	10/4/24 Flowing Well Park Restroom
Carmel Utilities	\$ 428.81	4348500 - Water & Sewer	2623000000 Sep'24	10/4/24 Founders Park
Carmel Utilities	\$ 20.67	4348500 - Water & Sewer	2623000000 Sep'24	10/4/24 Flowing Well Park
Carmel Utilities	\$ 89.01	4348500 - Water & Sewer	2623000000 Sep'24	10/4/24 River Heritage Park
Carmel Utilities	\$ 47.35	4348500 - Water & Sewer	2623000000 Sep'24	10/4/24 Hazel Landing Park
Carmel Utilities	\$ 246.68	4348500 - Water & Sewer	5324100000 Sep'24	10/11/24 Monon Greenway North Trailhead
Carmel Utilities	\$ 180.30	4348500 - Water & Sewer	7051300000 Sep'24	10/18/24 Administrative Office
Carmel Utilities	\$ 28.81	4348500 - Water & Sewer	7051300000 Sep'24	10/18/24 Parks & Natural Resources Office
Carmel Utilities	\$ 138.11	4348500 - Water & Sewer	3832000000 Sep'24	10/18/24 Monon Greenway South Trailhead
Carmel Utilities	\$ 364.93	4348500 - Water & Sewer	2224200000 Sep'24	10/18/24 Meadowlark Park
Carmel Utilities	\$ 31.37	4348500 - Water & Sewer	6548100000 Sep'24	10/18/24 Monon Boulevard Special Projects
Carmel Utilities	\$ 273.56	4348500 - Water & Sewer	2214200000 Sep'24	10/18/24 City Center Restroom
Carmel Utilities	\$ 897.28	4348500 - Water & Sewer	2214200000 Sep'24	10/18/24 Monon Boulevard
Carmel Utilities	\$ 26.68	4348500 - Water & Sewer	2768100000 Sep'24	10/18/24 Midtown Plaza
Carmel Utilities	\$ 300.46	4348500 - Water & Sewer	1313100000 Sep'24	10/18/24 Carey Grove Park
Carmel Utilities	\$ 375.98	4348500 - Water & Sewer	5843000000 Oct'24	11/1/24 Inlow Park
Carmel Utilities	\$ 8.59	4348500 - Water & Sewer	5200000000 Oct'24	11/1/24 Bear Creek Park
Carmel Utilities	\$ 2,877.72	4348500 - Water & Sewer	5200000000 Oct'24	11/1/24 West Park
Carmel Utilities	\$ 89.47	4348500 - Water & Sewer	8362300000 Oct'24	11/1/24 White River Greenway
Carmel Utilities	\$ 6.40	4348500 - Water & Sewer	2396200000 Oct'24	11/1/24 Cherry Tree Park

Carmel/Clay Board of Parks and Recreation  
Claim Sheet Fund 101 - General Fund  
November 12, 2024

Name	Amount	Account	Num	Memo
Carmel Utilities	\$ 120.42	4348500 - Water & Sewer	2623000000 Oct'24	11/1/24 Flowing Well Restroom
Carmel Utilities	\$ 410.66	4348500 - Water & Sewer	2623000000 Oct'24	11/1/24 Founders Park
Carmel Utilities	\$ 20.67	4348500 - Water & Sewer	2623000000 Oct'24	11/1/24 Flowing Well
Carmel Utilities	\$ 89.01	4348500 - Water & Sewer	2623000000 Oct'24	11/1/24 River Heritage Park
Carmel Utilities	\$ 47.35	4348500 - Water & Sewer	2623000000 Oct'24	11/1/24 Hazel Landing Park
Carmel Welding	\$ 333.86	4350000 - Equipment Repairs & Maint.	472525	10/14/24 Repairs to Trailer Jack on Parks & Natural Resources Equipment
Carmel Welding	\$ 1,889.00	4238000 - Small Tools & Minor Equipment	472606	10/17/24 Parks & Natural Resources Heavy Duty Equipment
Catalyst Public Affairs Group	\$ 10,000.00	4350900 - Other Cont. Services	3975	9/30/24 Professional Services - Strategic Funding Tactic Representation
Catalyst Public Affairs Group	\$ 7,600.00	4350900 - Other Cont. Services	3938	9/4/24 Professional Services - "Strategic Funding Tactic Representation"
CenterPoint Energy	\$ 23.62	4349000 - Gas	13072237-4 Sep'24	10/14/24 Administrative Office
CenterPoint Energy	\$ 20.40	4349000 - Gas	13072248-1 Sep'24	10/14/24 Parks & Natural Resources Office
Cintas Corporation	\$ 419.00	4238900 - Other Maintenance Supplies	9289588398	9/25/24 Park Cleaning Supplies
Cintas Corporation	\$ 377.50	4238900 - Other Maintenance Supplies	9290393263	10/1/24 Park Cleaning Supplies
Cintas Corporation	\$ 419.00	4238900 - Other Maintenance Supplies	9292956461	10/21/24 Park Cleaning Supplies
City Barbeque	\$ 1,889.00	4359000 - Special Projects	286445	10/22/24 CAPRA Accreditation Banner Unveiling Luncheon 10/22/24
Coler, Trudy	\$ 50.00	4344100 - Cellular Phone Fees	Reimb	10/25/24 Cell Phone Fees Sep'24
Constellation NewEnergy Gas Division, LLC	\$ 4.76	4349000 - Gas	4163304	10/29/24 Administrative Offices
Constellation NewEnergy Gas Division, LLC	\$ 2.64	4349000 - Gas	4163304	10/29/24 Parks & Natural Resources Offices
Cooper, Audrey	\$ 32.00	4343000 - Travel Fees & Expenses	Reimb	10/22/24 Travel Fees for 2024 NRPA Conference
Cooper, Audrey	\$ 64.74	4343000 - Travel Fees & Expenses	Reimb	10/22/24 Meals During 2024 NRPA Conference
Corvus Janitorial Systems	\$ 2,903.00	4350600 - Cleaning Services	409191004-101	9/1/24 2024 Janitorial Services - Central Park Westermeier Commons
Corvus Janitorial Systems	\$ (50.00)	4350600 - Cleaning Services	409191005-CM20	9/23/24 2024 Janitorial Services - Administrative Offices
Corvus Janitorial Systems	\$ 246.00	4350600 - Cleaning Services	410191017-103	10/1/24 2024 Janitorial Services - Parks & Natural Resources
Corvus Janitorial Systems	\$ 383.00	4350600 - Cleaning Services	410191005-99	10/1/24 2024 Janitorial Services - Administrative Offices
Corvus Janitorial Systems	\$ 246.00	4350600 - Cleaning Services	411191017-101	11/1/24 2024 Janitorial Services - Parks & Natural Resources
Corvus Janitorial Systems	\$ 383.00	4350600 - Cleaning Services	411191005-97	11/1/24 2024 Janitorial Services - Administrative Offices
Corvus Janitorial Systems	\$ 2,903.00	4350600 - Cleaning Services	410191004-101	10/1/24 2024 Janitorial Services - Westermeier Commons
Culligan Ultra Pure (Mountain Glacier)	\$ 271.72	4350900 - Other Cont. Services	0900628137	9/11/24 Drinking Water Parks & Natural Resources/Administrative Offices
Dinkerton, LLC	\$ 79.00	4350400 - Grounds Maintenance	666132	9/30/24 Service Call - Critter Check - Administrative Offices Attic
Duke Energy	\$ 28.28	4348000 - Electricity	910120366341 Sep'24	10/3/24 Meadowlark Park
Duke Energy	\$ 98.67	4348000 - Electricity	910121799437 Sep'24	10/4/24 City Center Restroom
Duke Energy	\$ 110.16	4348000 - Electricity	910121498213 Sep'24	10/10/24 Central Park Westermeier Commons
Duke Energy	\$ 325.48	4348000 - Electricity	910121498403 Sep'24	10/9/24 Inlow Park
Duke Energy	\$ 15.90	4348000 - Electricity	91011498495 Sep'24	10/9/24 Bear Creek Park
Duke Energy	\$ 30.72	4348000 - Electricity	910122730034 Sep'24	10/18/24 Monon Greenway North Trailhead
Duke Energy	\$ 21.26	4348000 - Electricity	910121498453 Sep'24	10/18/24 Monon Greenway Pedestrian Bridge
Duke Energy	\$ 163.99	4348000 - Electricity	910123202576 Oct'24	10/31/24 Central Park Lagoon
Duke Energy	\$ 71.34	4348000 - Electricity	910123160581 Oct'24	10/31/24 Central Park 111th St. Roundabout Entrance Lights
Duke Energy	\$ 24.24	4348000 - Electricity	910123164626 Oct'24	10/29/24 Central Park Street Lighting
Duke Energy	\$ 52.64	4348000 - Electricity	910123198147 Oct'24	10/29/24 Central Park Shelter
Duke Energy	\$ 123.94	4348000 - Electricity	910119806907 Oct'24	10/30/24 Monon Greenway Crossing Flashers
Duke Energy	\$ 95.82	4348000 - Electricity	910121498312 Oct'24	10/30/24 Carey Grove Park
Duke Energy	\$ 290.71	4348000 - Electricity	910122730109 Oct'24	10/31/24 Founders Park
Duke Energy	\$ 84.32	4348000 - Electricity	910122730076 Oct'24	10/31/24 Monon Greenway Tunnel Lights
Duke Energy	\$ 17.18	4348000 - Electricity	910122730050 Oct'24	10/31/24 River Heritage Park
Duke Energy	\$ 92.63	4348000 - Electricity	910121498362 Oct'24	10/29/24 Parks & Natural Resources Offices
Duke Energy	\$ 350.81	4348000 - Electricity	910121498263 Oct'24	10/29/24 Administrative Offices
Eco Logic LLC	\$ 7,643.33	4350400 - Grounds Maintenance	5760	9/30/24 Meadowlark Park Invasive Plant Management 2024
Ellis Mechanical & Electrical	\$ 442.00	4350100 - Building Repairs & Maint.	241358	10/25/24 West Park Splash Pad Feature
Enterprise Fleet Management	\$ 8,711.33	4353099 - Other Rental & Leases	FBN5160595	10/4/24 Fleet Lease Vehicles - Oct'24
Espey, Hal	\$ 1,050.00	4341999 - Other Professional Fees	3rd Quarter 2024	10/2/24 Park Board Video Tapings 2024
First Advantage	\$ 152.15	4341990 - Criminal Background Checks	5543402409	9/30/24 New Hire Background Checks
Garcia, Ingrid	\$ 25.00	4344100 - Cellular Phone Fees	Reimb	10/9/24 Cell Phone Fees - Aug'24
Geotab USA, Inc.	\$ 365.75	4353099 - Other Rental & Leases	IN400962	9/30/24 CCPR Fleet GPS Monitoring Subscription
Grainger	\$ 133.98	4230200 - Office Supplies	9265701079	9/30/24 Administrative Office - Audio Small Equipment

Carmel/Clay Board of Parks and Recreation  
Claim Sheet Fund 101 - General Fund  
November 12, 2024

Name	Amount	Account	Num	Memo
Green Touch Services, Inc.	\$ 346.00	4350400 - Grounds Maintenance	149590	9/30/24 Landscape Maintenance Administrative Offices
Green Touch Services, Inc.	\$ 393.00	4350400 - Grounds Maintenance	149571	9/30/24 Landscape Maintenance Carey Grove Park
Green Touch Services, Inc.	\$ 164.00	4350400 - Grounds Maintenance	149591	9/30/24 Landscape Maintenance Central Dog Park
Green Touch Services, Inc.	\$ 3,142.00	4350400 - Grounds Maintenance	149593	9/30/24 Landscape Maintenance Central Park West
Green Touch Services, Inc.	\$ 280.00	4350400 - Grounds Maintenance	149594	9/30/24 Landscape Maintenance Central Park East
Green Touch Services, Inc.	\$ 408.00	4350400 - Grounds Maintenance	149596	9/30/24 Landscape Maintenance Central Park Westermeyer Commons
Green Touch Services, Inc.	\$ 271.00	4350400 - Grounds Maintenance	149576	9/30/24 Landscape Maintenance Flowing Well Park
Green Touch Services, Inc.	\$ 336.00	4350400 - Grounds Maintenance	149703	9/30/24 Landscape Maintenance Founders Park
Green Touch Services, Inc.	\$ 103.75	4350400 - Grounds Maintenance	149577	9/30/24 Landscape Maintenance Hagan-Burke Greenway
Green Touch Services, Inc.	\$ 73.50	4350400 - Grounds Maintenance	149578	9/30/24 Landscape Maintenance Hazel Landing Park
Green Touch Services, Inc.	\$ 575.00	4350400 - Grounds Maintenance	149597	9/30/24 Landscape Maintenance Inlow Park
Green Touch Services, Inc.	\$ 439.50	4350400 - Grounds Maintenance	149579	9/30/24 Landscape Maintenance Lenape Trace Park
Green Touch Services, Inc.	\$ 375.75	4350400 - Grounds Maintenance	149580	9/30/24 Landscape Maintenance Meadowlark Park
Green Touch Services, Inc.	\$ 4,010.00	4350400 - Grounds Maintenance	149575	9/30/24 Landscape Maintenance Monon Boulevard
Green Touch Services, Inc.	\$ 1,500.00	4350400 - Grounds Maintenance	149599	9/30/24 Landscape Maintenance Monon Greenway Core
Green Touch Services, Inc.	\$ 172.00	4350400 - Grounds Maintenance	149581	9/30/24 Landscape Maintenance Monon Greenway Central Trailhead
Green Touch Services, Inc.	\$ 130.00	4350400 - Grounds Maintenance	149574	9/30/24 Landscape Maintenance Monon Greenway North Trailhead
Green Touch Services, Inc.	\$ 130.00	4350400 - Grounds Maintenance	149573	9/30/24 Landscape Maintenance Monon Greenway South Trailhead
Green Touch Services, Inc.	\$ 191.50	4350400 - Grounds Maintenance	149582	9/30/24 Landscape Maintenance Monon Greenway Rotary Plaza
Green Touch Services, Inc.	\$ 119.00	4350400 - Grounds Maintenance	149584	9/30/24 Landscape Maintenance Monon Greenway INDOT Bridge
Green Touch Services, Inc.	\$ 66.00	4350400 - Grounds Maintenance	149585	9/30/24 Landscape Maintenance Monon Greenway Carmel Drive Bridge
Green Touch Services, Inc.	\$ 374.00	4350400 - Grounds Maintenance	149600	9/30/24 Landscape Maintenance River Heritage
Green Touch Services, Inc.	\$ 1,385.00	4350400 - Grounds Maintenance	149572	9/30/24 Landscape Maintenance West Park/Parelsman Pavilion
Green Touch Services, Inc.	\$ 840.00	4350400 - Grounds Maintenance	149583	9/30/24 Landscape Maintenance West Park
Green Touch Services, Inc.	\$ 677.50	4350400 - Grounds Maintenance	150293	10/7/24 Monon Greenway Core Landscaping Services
Green Touch Services, Inc.	\$ 135.00	4350400 - Grounds Maintenance	149598	9/30/24 Landscape Maintenance Bear Creek Park
GreenCycle of Indiana, Inc.	\$ 20.00	4350400 - Grounds Maintenance	220000649925	9/30/24 Tree Debris Disposal
GreenCycle of Indiana, Inc.	\$ 20.00	4350400 - Grounds Maintenance	220000651048	10/2/24 Tree Debris Removal
Hamilton County Treasurer's Office	\$ 541.34	4358000 - Assessment Fees	1713120000003001 F24	10/8/24 Reconstruction Drainage Assessment Spring/Fall 2024 - Hinshaw Preserve
Hamilton County Treasurer's Office	\$ 109.93	4358000 - Assessment Fees	1713120001164000 F24	10/8/24 Reconstruction Drainage Assessment Spring/Fall 2024 - Hinshaw Preserve
Hoosier Portable Restrooms	\$ 320.00	4353099 - Other Rental & Leases	68953	9/27/24 Portable Restroom for Bear Creek Park
Hoosier Portable Restrooms	\$ 320.00	4353099 - Other Rental & Leases	68952	9/27/24 Portable Restroom for North Beach (Hazel Landing Park) Property for Summer 2024
Huntington, Mary Jo	\$ 325.50	4111000 - Part Time	CK Request	10/8/24 To Pay Out Final Wages for Deceased Employee
Indiana Native Plant Society Inc	\$ 100.00	4357004 - External Instructional Fees	UFB Visa	9/25/24 Annual Conference Registration for PNR Staff
Indy Business Promotions	\$ 500.00	4359000 - Special Projects	45752-000154	10/28/24 CAPRA 2024 Photography
IndyAnna's Catering	\$ 146.45	4359000 - Special Projects	75676	10/16/24 Bear Creek Park Kick Off Luncheon 10/16/24
IndySHRM	\$ 150.00	4355300 - Organization & Membership Dues	300004598	9/30/24 Local Chapter Membership Dues 2024-25
InvigorateHR	\$ 300.00	4357004 - External Instructional Fees	1693	10/1/24 Employee Training Services and LMS E-Courses
InvigorateHR	\$ 922.22	4357004 - External Instructional Fees	1691	9/30/24 Employee Training Services - LMS E-Courses
Klitzing, Michael	\$ 100.00	4344100 - Cellular Phone Fees	Reimb	10/28/24 Cell Phone Fees Sep'24 & Oct'24
Klitzing, Michael	\$ 219.51	4343000 - Travel Fees & Expenses	Reimb	10/28/24 Meals & Travel Fees for 2024 NRPA Conference
Kroger	\$ 81.22	4359000 - Special Projects	022435	9/24/24 Sep'24 All Staff Meeting "Coffee Chat" Refreshments
Kroger	\$ 37.73	4239099 - Other Miscellaneous	047777	9/25/24 Culture Committee National Coffee Day 10/1/24
Kroger Gardis & Regas, LLP	\$ 6,879.89	4340000 - Legal Fees	95	10/7/24 Legal Services - Sep'24
Landscape Forms, Inc.	\$ 1,450.00	4239000 - Miscellaneous Supplies	0000213754	10/4/24 Inlow Park Bench Repair Parts
Landscape Forms, Inc.	\$ 983.16	4237000 - Repair Parts	0000215047	10/14/24 Umbrella Replacement Parts - Midtown Plaza
Lowe's	\$ 670.70	4238000 - Small Tools & Minor Equipment	975522-NSOSAW	9/20/24 Parks & Natural Resources Tool Replacements
MacAllister Machinery Co., Inc.	\$ 258.75	4353099 - Other Rental & Leases	R78612144801	10/4/24 Parks & Natural Resources Rental Equipment for Hinshaw
Magers Bookkeeping Services LLC	\$ 120.00	4341999 - Other Professional Fees	1190	9/27/24 2024 Bookkeeping Services
Magers Bookkeeping Services LLC	\$ 120.00	4341999 - Other Professional Fees	1194	10/28/24 2024 Bookkeeping Services - Oct'24
McAllister's Deli	\$ 127.49	4359000 - Special Projects	2566038	10/15/24 Bear Creek Park Kick-Off Luncheon Meeting 10/15/24
Mehl, Eric	\$ 50.00	4344100 - Cellular Phone Fees	Reimb	10/2/24 Cell Phone Fees Sep'24
Mehl, Eric	\$ 50.00	4344100 - Cellular Phone Fees	Reimb	11/1/24 Cell Phone Fees Oct'24
Menards	\$ 157.43	4238000 - Small Tools & Minor Equipment	308328124034994	10/7/24 Parks & Natural Resources Tools & Miscellaneous Supplies
Menards	\$ 171.22	4235000 - Building Materials	308328224017218	10/8/24 Central Park Repair Supplies

Carmel/Clay Board of Parks and Recreation  
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Name	Amount	Account	Num	Memo
Menards	\$ 117.98	4238000 - Small Tools & Minor Equipment	308328424076453	10/10/24 Meadowlark Park Pond Drain Repair Supplies
Menards	\$ 10.76	4230200 - Office Supplies	308328824038129	10/14/24 Parks & Natural Resources Miscellaneous Repair & Cleaning Supplies
Menards	\$ 28.05	4235000 - Building Materials	308328824038129	10/14/24 Parks & Natural Resources Miscellaneous Repair & Cleaning Supplies
Menards	\$ 35.35	4238000 - Small Tools & Minor Equipment	308328824038129	10/14/24 Parks & Natural Resources Miscellaneous Repair & Cleaning Supplies
Menards	\$ 73.56	4238900 - Other Maintenance Supplies	308328824038129	10/14/24 Parks & Natural Resources Miscellaneous Repair & Cleaning Supplies
Menards	\$ 44.99	4235000 - Building Materials	308328824038129	10/14/24 Parks & Natural Resources Miscellaneous Repair & Cleaning Supplies
Menards	\$ 12.05	4235000 - Building Materials	308328824038129	10/14/24 Parks & Natural Resources Miscellaneous Repair & Cleaning Supplies
Metronet	\$ 102.20	4349500 - Cable Service	2196386 Oct'24	10/2/24 Carey Grove Park
Metronet	\$ 102.20	4349500 - Cable Service	2196387 Oct'24	10/2/24 Monon Greenway North Trailhead
Micro Air Inc.	\$ 25.00	4238900 - Other Maintenance Supplies	146411	9/30/24 Weekly Water Testing - Inlow Splash Pad 9/25/24
Micro Air Inc.	\$ 20.00	4350900 - Other Cont. Services	146470	10/3/24 Monthly Water Testing - Flowing Well
Midstates Recreation	\$ 797.50	4239000 - Miscellaneous Supplies	SINV-08020	10/3/24 Parks Playground Repair Parts
Mr. B's Lawn Maintenance, Inc.	\$ 588.00	4350400 - Grounds Maintenance	10512	10/6/24 West Park Turf Repairs
Mr. B's Lawn Maintenance, Inc.	\$ 2,370.00	4350400 - Grounds Maintenance	10511	10/6/24 Founders Park Turf Maintenance Fall 2024
Mr. B's Lawn Maintenance, Inc.	\$ 226.80	4350400 - Grounds Maintenance	10489	10/6/24 Turf Maintenance Bear Creek Park
Mr. B's Lawn Maintenance, Inc.	\$ 432.72	4350400 - Grounds Maintenance	10490	10/6/24 Turf Maintenance Bear Creek Greenway
Mr. B's Lawn Maintenance, Inc.	\$ 883.20	4350400 - Grounds Maintenance	10491	10/6/24 Turf Maintenance Carey Grove Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,136.64	4350400 - Grounds Maintenance	10488	10/6/24 Turf Maintenance Central Bark Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,651.40	4350400 - Grounds Maintenance	10492	10/6/24 Turf Maintenance Central Park
Mr. B's Lawn Maintenance, Inc.	\$ 906.20	4350400 - Grounds Maintenance	10493	10/6/24 Turf Maintenance Central Waterpark
Mr. B's Lawn Maintenance, Inc.	\$ 1,245.89	4350400 - Grounds Maintenance	10494	10/6/24 Turf Maintenance Cherry Tree Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,453.31	4350400 - Grounds Maintenance	10496	10/6/24 Turf Maintenance Founders Park
Mr. B's Lawn Maintenance, Inc.	\$ 580.29	4350400 - Grounds Maintenance	10497	10/6/24 Turf Maintenance Hazel Landing Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,019.82	4350400 - Grounds Maintenance	10498	10/6/24 Turf Maintenance Inlow Park
Mr. B's Lawn Maintenance, Inc.	\$ 574.45	4350400 - Grounds Maintenance	10499	10/6/24 Turf Maintenance Lenape Trace Park
Mr. B's Lawn Maintenance, Inc.	\$ 593.60	4350400 - Grounds Maintenance	10507	10/6/24 Turf Maintenance Thomas Marcuccilli Nature Park
Mr. B's Lawn Maintenance, Inc.	\$ 880.48	4350400 - Grounds Maintenance	10500	10/6/24 Turf Maintenance Meadowlark Park
Mr. B's Lawn Maintenance, Inc.	\$ 910.38	4350400 - Grounds Maintenance	10501	10/6/24 Turf Maintenance Monon Boulevard
Mr. B's Lawn Maintenance, Inc.	\$ 2,062.80	4350400 - Grounds Maintenance	10501	10/6/24 Turf Maintenance Monon Greenway
Mr. B's Lawn Maintenance, Inc.	\$ 728.40	4350400 - Grounds Maintenance	10502	10/6/24 Turf Maintenance Perelman Pavilion at West Park
Mr. B's Lawn Maintenance, Inc.	\$ 339.04	4350400 - Grounds Maintenance	10503	10/6/24 Turf Maintenance Prairie Meadow Park
Mr. B's Lawn Maintenance, Inc.	\$ 1,156.45	4350400 - Grounds Maintenance	10504	10/6/24 Turf Maintenance River Heritage Park
Mr. B's Lawn Maintenance, Inc.	\$ 614.04	4350400 - Grounds Maintenance	10506	10/6/24 Turf Maintenance Steckley at Hazel Landing Park
Mr. B's Lawn Maintenance, Inc.	\$ 2,552.41	4350400 - Grounds Maintenance	10509	10/6/24 Turf Maintenance West Park
Mr. B's Lawn Maintenance, Inc.	\$ 415.49	4350400 - Grounds Maintenance	10508	10/6/24 Turf Maintenance Central Park Westermeier Commons
Mr. B's Lawn Maintenance, Inc.	\$ 653.36	4350400 - Grounds Maintenance	10505	10/6/24 Turf Maintenance White River Greenway
NCSI National Center Safety Initiatives	\$ 82.50	4341990 - Criminal Background Checks	50138	10/1/24 Adult Volunteer Background Check
Neon One, LLC	\$ 219.00	4355200 - Subscriptions	INV422615	9/27/24 Volunteer Software Agreement Subscription
Neon One, LLC	\$ 219.00	4355200 - Subscriptions	INV424352	10/27/24 Volunteer Software Agreement Subscription
Northern Tool & Equipment	\$ 864.00	4238000 - Small Tools & Minor Equipment	54134246	10/15/24 Parks & Natural Resources Cleaning Equipment & Accessories
NRPA	\$ 260.00	4357004 - External Instructional Fees	UFB Visa	9/13/24 CPRP Certification Registration
Oglebay	\$ 2,453.70	4357004 - External Instructional Fees	Neil Whitehead 2025	8/20/24 Maintenance Management School (2nd Year)
Ray Marketing powered by Proforma	\$ 8.64	4356004 - Staff Clothing	BR71004214A	10/19/24 Staff Uniform Embroidery - 2nd QTR 2024
Renner Body Works	\$ 2,067.34	4351000 - Auto Repair & maintenance	13	10/4/24 Vehicle Body Damage Repairs - Fleet #1211
Republic Services	\$ 476.77	4350101 - Trash Collection	0761-006590873	9/25/24 Trash & Recycling Services - Administrative Offices
Republic Services	\$ 517.11	4350101 - Trash Collection	0761-006586584	9/25/24 Trash & Recycling Services - Central Park Westermeier Commons
Republic Services	\$ 476.77	4350101 - Trash Collection	0761-006623742	10/25/24 Trash & Recycling Services - Administrative Offices
Republic Services	\$ 517.11	4350101 - Trash Collection	0761-006619440	10/25/24 Trash & Recycling Services - Central Park Westermeier Commons
SignUpGenius	\$ 107.89	4341955 - Info Sys Maint/Contracts	UFB Visa	9/11/24 Culture Committee Subscription
Sport Graphics, Inc.	\$ 1,114.00	4345000 - Printing (Not Office Supplies)	794213	9/27/24 CAPRA Accreditation Banner Update 2024
Staples	\$ (24.99)	4230200 - Office Supplies	6013236293	9/30/24 Human Resources Office Supplies - Credit
Staples	\$ 157.23	4230200 - Office Supplies	6013236290	9/30/24 Administrative Office & Kitchen Supplies
Staples	\$ 183.08	4463200 - Computer Equipment	6013236294	9/30/24 Small Computer Accessory for Parks & Natural Resources Director
Staples	\$ 2.94	4230200 - Office Supplies	6015490920	10/28/24 Office Supplies for Administrative Office
Staples	\$ 277.22	4230200 - Office Supplies	6015490919	10/28/24 Office Supplies for Administrative Office

Carmel/Clay Board of Parks and Recreation  
Claim Sheet Fund 101 - General Fund  
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Name	Amount	Account	Num	Memo
Sutton, Claudine	\$ 50.00	4344100 - Cellular Phone Fees	Reimb	10/19/24 Cell Phone Fees Sep'24
Terryberry	\$ 53.37	4350900 - Other Cont. Services	S03805	10/10/24 Employee Recognition Gift - Human Resources
TriCo Regional Sewer Utility	\$ 81.59	4348500 - Water & Sewer	1001301 Sep'24	10/1/24 Monon Greenway South Trailhead
TriCo Regional Sewer Utility	\$ 17.43	4348500 - Water & Sewer	1013738 Sep'24	10/1/24 Administrative Office
TriCo Regional Sewer Utility	\$ 94.28	4348500 - Water & Sewer	1033605 Sep'24	10/1/24 Central Park Westermeyer Commons
TriCo Regional Sewer Utility	\$ 129.47	4348500 - Water & Sewer	2000677 Sep'24	10/1/24 West Park
UKG Inc.	\$ 953.02	4341999 - Other Professional Fees	300058150	8/15/24 Payroll System Incremental Monthly Subscription Fees
United Airlines	\$ 636.32	4343000 - Travel Fees & Expenses	UFB Visa	9/11/24 Airfare for 2024 CAPRA Visitor
Verizon Wireless	\$ 1,469.71	4344100 - Cellular Phone Fees	9974681883	9/23/24 Cell Phone Charges for Parks & Natural Resources
Weintraut, Courtney	\$ 50.39	4343000 - Travel Fees & Expenses	Reimb	10/22/24 Travel Fees for 2024 NRPA Conference
Weintraut, Courtney	\$ 21.57	4343000 - Travel Fees & Expenses	Reimb	10/22/24 Mileage Reimbursement 4/9/24 - 8/30/24
Weintraut, Courtney	\$ 37.16	4343000 - Travel Fees & Expenses	Reimb	10/22/24 Meals During 2024 NRPA Conference
White's Ace Hardware	\$ 11.99	4239000 - Miscellaneous Supplies	29828798	9/5/24 Irrigation Repair Supplies for West Park
White's Ace Hardware	\$ 19.13	4237000 - Repair Parts	29828798	9/5/24 Irrigation Repair Supplies for Founders Park
White's Ace Hardware	\$ 89.20	4237000 - Repair Parts	29833656	9/17/24 Founders Park Soccer Goal Repair Parts
White's Ace Hardware	\$ 52.39	4238000 - Small Tools & Minor Equipment	29834059	9/18/24 Parks & Natural Resources Pressure Washer Repair Parts
White's Ace Hardware	\$ 17.96	4239039 - General Program Supplies	29835600	9/23/24 Habitat Restoration Supplies for MISO Energy Event
WISSCO Irrigation, Inc.	\$ 406.00	4350400 - Grounds Maintenance	JC225380	10/30/24 2024 Irrigation - Perelman Winterization
WISSCO Irrigation, Inc.	\$ 406.00	4350400 - Grounds Maintenance	JC225379	10/30/24 Founders Park Irrigation 2024 - Winterization
WISSCO Irrigation, Inc.	\$ 406.00	4350400 - Grounds Maintenance	JC225268	10/30/24 Central Park Irrigation 2024 - Winterization
WISSCO Irrigation, Inc.	\$ 406.00	4350000 - Equipment Repairs & Maint.	JC255267	10/30/24 Dog Park Irrigation 2024 - Winterization
WM - Waste Management	\$ 629.80	4350101 - Trash Collection	8501585-1710-0	10/2/24 Trash Services - Midtown Plaza
WM - Waste Management	\$ 176.86	4350101 - Trash Collection	8501585-1710-0	10/2/24 Trash Services - Meadowlark Park
Woody Warehouse Nursery, Inc.	\$ 1,660.00	4239039 - General Program Supplies	199240	9/27/24 Trees for World Habitat Day 10/3/24
Xanderbuilt Tree Care	\$ 1,755.00	4350400 - Grounds Maintenance	12596	9/26/24 Tree Trimming & Removal at Parks & Natural Resources Office
Zoom	\$ 219.89	4355200 - Subscriptions	UFB Visa	9/20/24 Video Conferencing
Oct 1 - Nov 4, 24	\$ 147,529.90			

Carmel/Clay Board of Parks and Recreation  
Claim Sheet Fund 108 - Extended School Enrichment  
November 12, 2024

Name	Amount	Account	Num	Memo
<b>Oct 1 - Nov 4, 24</b>				
Adamson's Karate Studios	\$ 400.00	4340800 - Program Contractors	1251	10/21/24 ESE Program Contractor - Karate
Adrenaline	\$ 1,548.00	4343007 - Field Trips	826	10/10/24 School's Out Camp West Field Trip 10/10/24
AlphaCard	\$ 175.00	4230200 - Office Supplies	INV7407459	10/4/24 ESE Name Badge Software License
Amazon	\$ 295.68	4239039 - General Program Supplies	1R44-R193-LD9Q	10/15/24 Carmel Elementary ESE "Carmel Cash Store" Supplies
Amazon	\$ 350.67	4239039 - General Program Supplies	1TLM-CQMI-N9TK	10/15/24 Mohawk Trails ESE Program Supplies
Amazon	\$ 325.12	4239039 - General Program Supplies	1MVT-CJYN-MYXF	10/15/24 Cherry Tree ESE Supply Restock, Prizes, & "Super Ticket" Store Supplies
Amazon	\$ 16.98	4239039 - General Program Supplies	1NQF-FD4Y-JX4K	10/15/24 Woodbrook ESE General Program Supplies
Amazon	\$ 93.46	4239039 - General Program Supplies	1G0V-D6NR-M7TJ	10/15/24 Clay Center ESE Site Plan (2024) Supplies
Amazon	\$ 30.47	4239039 - General Program Supplies	1MLY-HXFY-M47F	10/15/24 College Wood ESE - Oct'24 Site Celebration Supplies
Amazon	\$ 58.99	4239039 - General Program Supplies	1CQR-6PJ7-L3VP	10/15/24 ADA Small Equipment ESE Staff
Amazon	\$ 386.19	4239039 - General Program Supplies	1NMJ-FN6D-KWDG	10/15/24 Cherry Tree ESE Site Plan 2 2024 Supplies
Amazon	\$ 513.44	4239039 - General Program Supplies	1MCF-99TX-MN4H	10/15/24 Forest Dale ESE Site Plan 2 (2024) Supplies
Amazon	\$ 265.35	4239039 - General Program Supplies	1N7H-MPHM-K3DP	10/15/24 Woodbrook ESE First Aid Supply Bags
Amazon	\$ 533.86	4239039 - General Program Supplies	1F1L-JDXG-J1CC	10/15/24 Mohawk Trails ESE Site Plan 2 (2024) & Site Celebration Supplies
Amazon	\$ 385.29	4239039 - General Program Supplies	147L-4LYV-L43C	10/15/24 Carmel Elementary ESE Program & Site Plan 2 (2024) Supplies
Amazon	\$ 236.99	4239039 - General Program Supplies	147L-4LYV-L1CX	10/15/24 Sound Equipment for ESE Programs (5 Sites)
Amazon	\$ 236.99	4239039 - General Program Supplies	147L-4LYV-L1CX	10/15/24 Sound Equipment for ESE Programs (5 Sites)
Amazon	\$ 236.99	4239039 - General Program Supplies	147L-4LYV-L1CX	10/15/24 Sound Equipment for ESE Programs (5 Sites)
Amazon	\$ 236.99	4239039 - General Program Supplies	147L-4LYV-L1CX	10/15/24 Sound Equipment for ESE Programs (5 Sites)
Amazon	\$ 236.99	4239039 - General Program Supplies	147L-4LYV-L1CX	10/15/24 Sound Equipment for ESE Programs (5 Sites)
Amazon	\$ 350.35	4230100 - Stationary & Printing Materials	14PV-3GVL-HK4K	10/15/24 Human Resources Labor Law Compliance Supplies
Amazon	\$ 138.28	4239099 - Other Miscellaneous	19g1-H4VK-LD3H	10/15/24 Culture Committee End of Year Party (2024) Decor & Games
Amazon	\$ 155.37	4359000 - Special Projects	171F-9M9N-MHNL	10/15/24 Human Resources Leadership Training Library
American Red Cross	\$ 228.00	4357004 - External Instructional Fees	22726402	9/25/24 ESE Staff CPR/First Aid Training 9/17/24
B & H Photo	\$ 1,020.60	4239039 - General Program Supplies	227854693	10/1/24 ESE Cases for Replacement Parts
B & H Photo	\$ 4,198.00	4463200 - Computer Equipment	227956547	10/7/24 Replacement Mac Computer for Graphic Artist
BluePay Processing, LLC	\$ 182.50	4341999 - Other Professional Fees	1005662456410924	9/30/24 ESE ACH Processing Sep'24
BluePay Processing, LLC	\$ 17,906.86	4341999 - Other Professional Fees	INV015349	10/15/24 ESE Credit Card Processing Sep'24
Brainstorm Print	\$ 448.00	4345000 - Printing (Not Office Supplies)	145952	9/11/24 ESE Field Guide Reprint
Brainstorm Print	\$ 4,159.50	4346000 - Classified Advertising	145864	9/16/24 Recruitment Promotional Items
Brainstorm Print	\$ 429.00	4239099 - Other Miscellaneous	146112	10/8/24 Culture Committee - End of Year Party 2024 Employee Gift
Carmel Clay Schools Food & Nutrition	\$ 12,228.03	4239040 - Food & Beverages	45536	10/1/24 ESE Student Afterschool Snacks - Sep'24
Carmel Drive Self-Storage	\$ 306.00	4350900 - Other Cont. Services	1861	10/5/24 Annual Storage Rental for ESE
City Barbeque	\$ 115.44	4239039 - General Program Supplies	284077	10/2/24 College Wood ESE Staff Training Dinner
City Barbeque	\$ 239.85	4239039 - General Program Supplies	284082	10/16/24 Prairie Trace ESE Staff Dinner 10/16/24
Clay Township Trustee	\$ 7,702.37	4350900 - Other Cont. Services	45536	10/1/24 ESE Office Space Lease
Crisis Prevention Institute, Inc.	\$ 2,424.50	4357003 - Internal Instruction Fees	NAIN-118701	10/21/24 ESE Training Materials
Culligan Ultra Pure (Mountain Glacier)	\$ 55.94	4350900 - Other Cont. Services	0900628120	9/11/24 Drinking Water ESE
Cumulus Media	\$ 850.00	4346000 - Classified Advertising	884235021	9/30/24 Recruitment Digital Advertising Sep'24
Cumulus Media	\$ 232.50	4346000 - Classified Advertising	884235053	9/30/24 Recruitment Digital Advertising Sep'24 (Winter)
Current Publishing	\$ 190.00	4341991 - Marketing & Promotions	78288	9/27/24 Recruitment Ads
Current Publishing	\$ 190.00	4341991 - Marketing & Promotions	78757	10/30/24 Recruitment Ads
Designs by Vonda	\$ 131.25	4239099 - Other Miscellaneous	UF8 Visa	9/24/24 Culture Committee - End of Year Party 2024 Award Ceremony Decor
Ellis Mechanical	\$ 8,959.48	4463000 - Furniture & Fixtures	241263	10/25/24 Electrical Work for ESE New Office (Clay Township)
First Advantage	\$ 683.83	4341990 - Criminal Background Checks	5543402409	9/30/24 New Hire Background Checks
Fitness Finders	\$ 81.34	4239039 - General Program Supplies	INV16234	9/19/24 Clay Center ESE Program Supplies
Fun Express	\$ 134.34	4239039 - General Program Supplies	73301407901	9/25/24 Carmel Elementary ESE - "RICHER Rewards" Prize Box Restock
Fun Express	\$ 797.58	4239039 - General Program Supplies	73276797901	9/16/24 ESE School's Out Camp East Fall Break 2024 Supplies
Fun Express	\$ 258.46	4239039 - General Program Supplies	73301679901	9/26/24 Forest Dale ESE Site Plan 2 (2024) Supplies
Fun Express	\$ 59.64	4239039 - General Program Supplies	7331900101	9/26/24 Mohawk Trails ESE Site Celebration Supplies
Fun Express	\$ 74.90	4239039 - General Program Supplies	73319263401	10/2/24 Clay Center Site Celebration Supplies
Fun Express	\$ 396.19	4239039 - General Program Supplies	73319558501	10/3/24 Forest Dale ESE Site Plan 2 (2024) Supplies
Fun Express	\$ 192.35	4239039 - General Program Supplies	73334567701	10/8/24 Woodbrook ESE Lights On After School Celebration & RICHER Store Supplies
Fun Express	\$ 129.68	4239039 - General Program Supplies	73366585501	10/17/24 Forest Dale ESE Site Plan 2 (2024) Supplies



Carmel/Clay Board of Parks and Recreation  
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Name	Amount	Account	Num	Memo
Fun Express	\$ 249.89	4239039 - General Program Supplies	73341156901	10/11/24 Cherry Tree ESE Site Celebration & "Super Ticket" Store Supplies
Fun Express	\$ 23.99	4239039 - General Program Supplies	73362914201	10/17/24 ESE School's Out Camp (Parent/Teacher Conferences)
Fun Express	\$ 165.69	4239039 - General Program Supplies	73362914201	10/17/24 ESE School's Out Camp (Parent/Teacher Conferences)
Fun Express	\$ 108.55	4239039 - General Program Supplies	73388825601	10/23/24 ESE "Richer" Bingo Event Supplies
Fun with Frannie	\$ 360.00	4340800 - Program Contractors	101024	8/28/24 ESE Program Contractor - Airbrush
Fun with Frannie	\$ 240.00	4340800 - Program Contractors	102424	8/28/24 ESE Program Contractor - Airbrush
Gibson teldata Inc	\$ 46.30	4239099 - Other Miscellaneous	INVS00110947	10/22/24 Phone Accessory for Human Resources Recruiter
Graybar	\$ (101.22)	4463000 - Furniture & Fixtures	9339151085	10/01/24 ESE New Office (Clay Township) Panel Lighting
Graybar	\$ 1,749.32	4463000 - Furniture & Fixtures	9339034392	9/23/24 ESE New Office (Clay Township) Panel Lighting
Hays, Kaitlyn	\$ 87.10	4343000 - Travel Fees & Expenses	Reimb	10/9/24 Mileage Reimbursement 7/29/24 - 10/08/24
Heart Reach Medical LLC	\$ 18,000.00	4239012 - Safety Supplies	2021	9/25/24 AED Replacement Equipment for ESE Programs
Hickey's Shaved Ice/Kona Ice	\$ 351.00	4340800 - Program Contractors	3061	10/14/24 ESE Program Contractor - Kona Ice
Indeed, Inc.	\$ 416.76	4346000 - Classified Advertising	UFB Visa	9/11/24 Sponsored Job Advertising ESE
Indeed, Inc.	\$ 160.82	4346000 - Classified Advertising	UFB Visa	9/2/24 Sponsored Job Advertising ESE
Indeed, Inc.	\$ 194.55	4346000 - Classified Advertising	UFB Visa	9/17/24 Sponsored Job Advertising ESE
Indeed, Inc.	\$ 329.87	4346000 - Classified Advertising	UFB Visa	8/28/24 Sponsored Job Advertising ESE
InvigorateHR	\$ 300.00	4357004 - External Instructional Fees	1693	10/1/24 Employee Training Services and LMS E-Courses
InvigorateHR	\$ 922.22	4357004 - External Instructional Fees	1691	9/30/24 Employee Training Services - LMS E-Courses
Iron Mountain	\$ 99.50	4341999 - Other Professional Fees	JVDC819	9/30/24 Off Site File Storage
Iron Mountain	\$ 99.50	4341999 - Other Professional Fees	JWMJ994	10/31/24 Off Site File Storage
J E S & Sons 2-Way LLC	\$ 62.50	4350000 - Equipment Repairs & Maint.	92443	9/19/24 Carmel Elementary ESE Radio Repair
J E S & Sons 2-Way LLC	\$ 76.50	4350000 - Equipment Repairs & Maint.	92442	9/19/24 West Clay Radio Repair
J E S & Sons 2-Way LLC	\$ 154.00	4350000 - Equipment Repairs & Maint.	92441	9/19/24 Cherry Tree Radio Repairs
J E S & Sons 2-Way LLC	\$ 62.50	4350000 - Equipment Repairs & Maint.	92440	9/19/24 Cherry Tree Radio Repairs
J E S & Sons 2-Way LLC	\$ 126.75	4350000 - Equipment Repairs & Maint.	92486	10/15/24 Service - Carmel Elementary ESE Radio Repair
J E S & Sons 2-Way LLC	\$ 93.75	4350000 - Equipment Repairs & Maint.	92485	10/15/24 Service - Smokey Row ESE Radio Repair
Jack Laurie Group	\$ 16,200.00	4463000 - Furniture & Fixtures	21647	10/28/24 ESE Staff Offices (Clay Township) Flooring
Kroger Gardis & Regas, LLP	\$ 435.00	4340000 - Legal Expense	95	10/7/24 Legal Services Sep'24
Magers Bookkeeping Services LLC	\$ 450.00	4341999 - Other Professional Fees	1190	9/27/24 2024 Bookkeeping Services
Magers Bookkeeping Services LLC	\$ 450.00	4341999 - Other Professional Fees	1194	10/28/24 2024 Bookkeeping Services - Oct'24
Mail Chimp	\$ 287.50	4355200 - Subscriptions	UFB Visa	9/14/24 Email Marketing - Annual Subscription Renewal
McAlister's Deli	\$ 146.87	4239039 - General Program Supplies	2559325	10/16/24 Forest Dale ESE Monthly Staff Training 10/16/24
NRPA	\$ 780.00	4357004 - External Instructional Fees	UFB Visa	9/13/24 CPRP Certification Registration
Pickett & Associates	\$ 4,263.19	4341991 - Marketing & Promotions	3030	9/30/24 PR/Marketing Services - Aug'24
Ray Marketing powered by Proforma	\$ 69.22	4356004 - Staff Clothing	BR71004214A	10/19/24 Staff Uniform Embroidery - 2nd QTR 2024
Ray Marketing powered by Proforma	\$ 725.00	4341991 - Marketing & Promotions	BR71004217A	10/19/24 ESE & Parent Advisory Committee Promotional Items
Ray Marketing powered by Proforma	\$ 1,925.00	4230100 - Stationary & Printing Materials	BR71004226A	10/24/24 ESE Form "RISHER RIGHT UP" Restock
Republic Services	\$ 911.49	4350900 - Other Cont. Services	0761-006590873	9/25/24 Temporary Dumpster Rental for Clay TWP Furniture Removal for New ESE Offices
Rich, Aimee	\$ 160.13	4343000 - Travel Fees & Expenses	Reimb	10/19/24 Mileage Reimbursement 7/29/24 - 10/10/24
S & S Worldwide	\$ 53.10	4239039 - General Program Supplies	IN101477337	9/25/24 Carmel Elementary ESE Craft Club Supplies (Site Plan 2 2024)
S & S Worldwide	\$ 6.20	4239039 - General Program Supplies	IN101480945	10/2/24 ESE School's Out Camp East & West Fall Break 2024 Supplies
S & S Worldwide	\$ 396.42	4239039 - General Program Supplies	IN101471815	9/17/24 ESE School's Out Camp East & West Fall Break 2024 Supplies
S & S Worldwide	\$ 137.84	4239039 - General Program Supplies	IN101476653	9/24/24 College Wood ESE Site Plan 2 (2024) Supplies
S & S Worldwide	\$ 52.51	4239039 - General Program Supplies	IN101477871	9/26/24 Mohawk Trails ESE Site Plan 2 (2024) Supplies
S & S Worldwide	\$ 112.67	4239039 - General Program Supplies	IN101480750	10/1/24 Forest Dale ESE Site Plan 2 (2024) Supplies
S & S Worldwide	\$ 252.31	4239039 - General Program Supplies	IN101482310	10/3/24 Clay Center ESE Site Plan (2024) Supplies
S & S Worldwide	\$ 425.88	4239039 - General Program Supplies	IN101483413	10/4/24 Woodbrook ESE Site Plan 2 (2024) Club Supplies
S & S Worldwide	\$ 15.03	4239039 - General Program Supplies	IN101483772	10/7/24 College Wood ESE Site Plan 2 (2024) Supplies
S & S Worldwide	\$ 185.20	4239039 - General Program Supplies	IN101486112	10/9/24 Prairie Trace ESE Site Plan 2 (2024) Club Supplies
S & S Worldwide	\$ 37.97	4239039 - General Program Supplies	IN101480622	10/1/24 College Wood ESE Oct'24 Site Celebration Supplies
S & S Worldwide	\$ 22.53	4239039 - General Program Supplies	IN101481180	10/2/24 Mohawk Trails ESE Site Plan 2 (2024) Supplies
S & S Worldwide	\$ 174.58	4239039 - General Program Supplies	IN101494839	10/24/24 ESE School's Out Camp West (Parent/Teacher Conferences)
Schwab, Billy	\$ 127.03	4343000 - Travel Fees & Expenses	Reimb	10/28/24 Mileage Reimbursement 8/29/24 - 10/25/24
Staples	\$ 49.49	4239039 - General Program Supplies	6013236292	9/30/24 Carmel Elementary ESE Site Plan 2 (2024) Supplies
Staples	\$ 79.54	4239039 - General Program Supplies	6013236291	9/30/24 Mohawk Trails ESE Site Plan 2 (2024) Program Supplies

Carmel/Clay Board of Parks and Recreation  
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Name	Amount	Account	Num	Memo
Staples	\$ 11.10	4239039 - General Program Supplies	6013976715	10/7/24 Carmel Elementary ESE Site Plan 2 (2024) Supplies
Staples	\$ 96.98	4239039 - General Program Supplies	6014803479	10/21/24 Smoky Row ESE Site Plan 2 (2024) Program Supplies
Staples	\$ 414.85	4230200 - Office Supplies	6014367713	10/14/24 ESE Administrative - Office Supplies
Staples	\$ 139.80	4230200 - Office Supplies	6014367712	10/14/24 ESE Administrative - Office Supplies
Staples	\$ 175.74	4239039 - General Program Supplies	6014367711	10/14/24 Cherry Tree ESE Site Plan 2 (2024) & Restock Supplies
Staples	\$ 44.41	4239039 - General Program Supplies	6014367710	10/14/24 Prairie Trace ESE Office & Program Supplies
Staples	\$ 28.39	4239039 - General Program Supplies	6014367709	10/14/24 Prairie Trace ESE Office & Program Supplies
Terryberry	\$ 56.74	4350900 - Other Cont. Services	502648	10/08/24 Employee Recognition Gift - ESE
Top Golf	\$ 410.00	4343007 - Field Trips	UFB Visa	8/29/24 ESE School's Out Camp East Field Trip 10/11/24
UKG Inc.	\$ 2,891.10	4341999 - Other Professional Fees	300058150	8/15/24 Payroll System Incremental Monthly Subscription Fees
USPS	\$ 2.93	4350000 - Equipment Repairs & Maint.	UFB Visa	9/11/24 Shipping - ESE West Clay Elementary Radio
USPS	\$ 5.85	4350000 - Equipment Repairs & Maint.	UFB Visa	9/11/24 Shipping - ESE Cherry Tree Elementary Radio
USPS	\$ 2.92	4350000 - Equipment Repairs & Maint.	UFB Visa	9/11/24 Shipping - ESE Carmel Elementary Radio
Verizon Wireless	\$ 500.11	4344100 - Cellular Phone Fees	9974667427	9/23/24 Cell Phone Charges ESE
Verizon Wireless	\$ 1,515.85	4344100 - Cellular Phone Fees	9974936556	9/27/24 iPad Usage ESE
Walmart	\$ 137.84	4239039 - General Program Supplies	474274480110917	9/30/24 ESE School's Out Camp West Fall Break 2024 Supplies
Walmart	\$ 12.74	4239039 - General Program Supplies	474275463120525	10/1/24 ESE School's Out Camp West Fall Break 2024 Supplies
Walmart	\$ 337.17	4239039 - General Program Supplies	164289593847592	10/15/24 Mohawk Trails ESE Site Plan 2 2024 & Site Celebration Supplies
Walmart	\$ 79.48	4239039 - General Program Supplies	364289587741090	10/15/24 Clay Center ESE Site Plan 2024 & Program Supplies
Walmart	\$ 172.98	4239039 - General Program Supplies	164289584997536	10/15/24 Carmel Elementary ESE Parent's Night Out Supplies
Walmart	\$ 186.07	4239039 - General Program Supplies	984297585203312	10/23/24 West Clay ESE Program Supplies
Walmart	\$ (44.92)	4239039 - General Program Supplies	984297585203312	10/23/24 West Clay ESE Program Supplies - Sales Tax Refund
Walmart	\$ 169.64	4239039 - General Program Supplies	854298568790742	10/24/24 Mohawk Trails ESE Program Supplies
Walmart	\$ 238.97	4239039 - General Program Supplies	214298595924118	10/24/24 Smoky Row ESE Lights On Afterschool 2024 Celebration Supplies
Walmart	\$ 20.13	4239039 - General Program Supplies	984297569283193	10/23/24 ESE "RICHER" Bingo Event Decorations
Walmart	\$ 125.18	4239039 - General Program Supplies	214297568424155	10/23/24 Carmel Elementary ESE Lights On Afterschool 2024 Supplies
Walmart	\$ 214.20	4239039 - General Program Supplies	794276540493849	10/2/24 ESE School's Out Camp East Supplies
Walmart	\$ 87.60	4239039 - General Program Supplies	844297563222562	10/23/24 Towne Meadow ESE Fall 2024 Program Supplies
Walmart	\$ 115.79	4239039 - General Program Supplies	164292515737856	10/18/24 Towne Meadow ESE Fall 2024 Program Supplies
Walmart	\$ 278.10	4239039 - General Program Supplies	124282634787345	10/8/24 Towne Meadow Fall 2024 Program Supplies
Walmart	\$ 378.37	4239039 - General Program Supplies	794281562513961	10/7/24 Towne Meadow ESE Fall 2024 Program Supplies
Walmart	\$ 90.40	4239039 - General Program Supplies	224283528475412	10/9/24 ESE Replacement Phone Cases
Walmart	\$ 84.00	4239039 - General Program Supplies	164281466307574	10/7/24 ESE Replacement Phone Cards
Walmart	\$ 59.64	4239039 - General Program Supplies	794278576953666	10/4/24 ESE Replacement Phone Cases
Walmart	\$ (39.76)	4239039 - General Program Supplies	794278576953666	10/4/24 ESE Replacement Phone Cases - Returned Items
Walmart	\$ 244.15	4239039 - General Program Supplies	224277551265278	10/3/24 West Clay ESE Program Supplies
Walmart	\$ 285.00	4239039 - General Program Supplies	474277522590958	10/3/24 West Clay ESE Program Supplies
Walmart	\$ 45.32	4239039 - General Program Supplies	814284575024484	10/10/24 ESE Common Club Committee Site Plan 2 - 2024 Supplies
Walmart	\$ 56.26	4239039 - General Program Supplies	146283589857442	10/9/24 ESE Common Club Committee Site Plan 2 - 2024 Supplies
Walmart	\$ 28.50	4239039 - General Program Supplies	794283615023547	10/9/24 ESE Common Club Committee Site Plan 2 - 2024 Supplies
Walmart	\$ 354.69	4239039 - General Program Supplies	164282742017542	10/8/24 ESE Common Club Committee Site Plan 2 - 2024 Supplies
Walmart.com	\$ 111.18	4239039 - General Program Supplies	UFB Visa	8/27/24 Prairie Trace ESE - Parent Table Supplies
Werich, Allison	\$ 131.32	4343000 - Travel Fees & Expenses	Reimb	10/3/24 Mileage Reimbursement 7/29/24 - 10/3/24
Willow Marketing Management, Inc.	\$ 104.16	4341955 - Info Sys Maint/Contracts	QB INV-58706	10/1/24 Website Hosting 2024 - Oct'24
World Arts, Inc.	\$ 7,165.86	4345000 - Printing (Not Office Supplies)	122045	10/14/24 Park Conversations Printing - Fall 2024
Oct 1 - Nov 4, 24	\$ 143,051.95			

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Name	Amount	Account	Num	Memo
<b>Oct 1 - Nov 4, 24</b>				
Ace - Pak Products Inc.	\$ 761.09	4238900 - Cleaning & Maint. Supplies	A-13028	9/24/24 Monon Community Center Janitorial Supplies
Ace - Pak Products Inc.	\$ 29.99	4238900 - Cleaning & Maint. Supplies	A-13105	10/12/24 Monon Community Center Janitorial Supplies
Ace - Pak Products Inc.	\$ 509.25	4238900 - Cleaning & Maint. Supplies	A-13098	10/11/24 Monon Community Center Janitorial Supplies
Allied Time USA, Inc.	\$ 762.80	4238900 - Cleaning & Maint. Supplies	8338	10/15/24 Monon Community Center Replacement Batteries & Clock
Amazon	\$ 155.37	4359000 - Special Projects	171F-9M9N-MHNL	10/15/24 Human Resources Leadership Training Library
Amazon	\$ 138.27	4239099 - Other Miscellaneous	19G1-H4VK-LD3H	10/15/24 Culture Committee End of Year Party (2024) Decor & Games
Amazon	\$ 161.70	4230100 - Stationary & Printing Materials	14PV-3GVL-HK4K	10/15/24 Human Resources Labor Law Compliance Supplies
Amazon	\$ 59.98	4238900 - Cleaning & Maint. Supplies	1R44-RJ93-LGFG	10/15/24 Replacement LED Track Lights for Administrative Office
Amazon	\$ 35.95	4239099 - Other Miscellaneous	1DNM-C6RP-JQ73	10/15/24 Culture Committee - Coffee Day 2024 Supplies
Amazon	\$ 144.97	4238900 - Cleaning & Maint. Supplies	1MY9-CV4J-JDLY	10/15/24 Aquatics Cleaning & Equipment Supplies
Amazon	\$ 299.99	4350000 - Equipment Repairs & Maint.	1MY9-CV4J-JDLY	10/15/24 Aquatics Cleaning & Equipment Supplies
American Red Cross	\$ 38.00	4358300 - Other Fees & Licenses	22733538	10/23/24 Adult & Pediatric First Aid/CPR/AED 10/24/24
Asana	\$ 2,998.80	4463202 - Software	UFB Visa	9/2/24 Application Software for Marketing & Recreation/Facilities Teams
AT&T	\$ 282.97	4344000 - Telephone Line Charges	UFB Visa	9/12/24 MCC Alarms & Elevators
Belmont Graphics LLC	\$ 4,760.00	4341991 - Marketing & Promotions	71512	10/28/24 Monon Community Center East Display Case Redesign
Bessler, Anne Marie	\$ 28.14	4343000 - Travel Fees & Expenses	Reimb	10/25/24 Mileage Reimbursement 9/20/24 - 10/22/24
Brainstorm Print	\$ 429.00	4239099 - Other Miscellaneous	146112	10/8/24 Culture Committee - End of Year Party 2024 Employee Gift
Brainstorm Print	\$ 4,159.50	4346000 - Classified Advertising	145864	9/16/24 Recruitment Promotional Items
Buddenbaum & Moore LLC	\$ 2,592.72	4238900 - Cleaning & Maint. Supplies	10014	9/24/24 Indoor Pool Chemicals Week 9/23/24
Carmel Drive Self-Storage	\$ 298.00	4350900 - Other Cont. Services	1861	10/5/24 Annual Storage Rental for Monon Community Center
Carmel Drive Self-Storage	\$ 279.00	4350900 - Other Cont. Services	1861	10/5/24 Annual Climate Controlled Storage Rental for Monon Community Center (Dream Tree)
CenterPoint Energy	\$ 1,010.80	4349000 - Gas	13332556-3 Sep'24	10/4/24 Monon Community Center
CenterPoint Energy	\$ 204.54	4349000 - Gas	13072276-2 Sep'24	10/14/24 Monon Community Center Fiker Building
CenterPoint Energy	\$ 20.68	4349000 - Gas	13072288-7 Sep'24	10/14/24 Monon Community Center Entry
Chardon Laboratories, Inc.	\$ 275.00	4350100 - Building Repairs & Maint.	041537	10/16/24 2024 Hot Water Testing of Monon Community Center Boiler
Cintas Corporation	\$ 528.67	4238900 - Cleaning & Maint. Supplies	4206002547	9/23/24 Monon Cleaning Supplies
Cintas Corporation	\$ 506.67	4238900 - Cleaning & Maint. Supplies	4206758285	9/30/24 Monon Cleaning Supplies
Cintas Corporation	\$ 543.87	4238900 - Cleaning & Maint. Supplies	4207451564	10/7/24 Monon Community Center Cleaning Supplies
Cintas Corporation	\$ 565.87	4238900 - Cleaning & Maint. Supplies	4208947131	10/21/24 Monon Community Center Cleaning Supplies
Cintas Corporation	\$ 506.67	4238900 - Cleaning & Maint. Supplies	4208170308	10/14/24 Monon Community Center Cleaning Supplies
City Barbeque	\$ 241.98	4239039 - General Program Supplies	289769	10/28/24 Member Services Staff Training Dinner 10/28/24
Constellation NewEnergy	\$ 1,696.61	4349000 - Gas	4163304	10/29/24 Monon Community Center
Constellation NewEnergy	\$ 2.91	4349000 - Gas	4163304	10/29/24 Monon Community Center Aquatic Entry
Constellation NewEnergy	\$ 785.39	4349000 - Gas	4163304	10/29/24 Monon Community Center Filter Building
Corvus Janitorial Systems	\$ 10,494.00	4350600 - Cleaning Services	410191002-97	10/1/24 2024 Janitorial Services - MCC
Corvus Janitorial Systems	\$ 14,253.00	4350600 - Cleaning Services	410101001-98	10/1/24 2024 Janitorial Services - MCC Day Service
Corvus Janitorial Systems	\$ 2,300.00	4350600 - Cleaning Services	410191002-XW2	10/13/24 Deep Cleaning Waterpark Restroom & Concessions End of Season
Corvus Janitorial Systems	\$ 10,494.00	4350600 - Cleaning Services	411191002-95	11/1/24 2024 Janitorial Services - Monon Community Center
Corvus Janitorial Systems	\$ 14,253.00	4350600 - Cleaning Services	411191001-96	11/1/24 2024 Janitorial Services - Monon Community Center Day Service
Culligan Ultra Pure (Mountain Glacier)	\$ 137.37	4350900 - Other Cont. Services	0900628119	9/11/24 Drinking Water Monon Community Center East
Culligan Ultra Pure (Mountain Glacier)	\$ 67.95	4350900 - Other Cont. Services	0900628118	9/11/24 Drinking Water Monon Community Center West
Culligan Ultra Pure (Mountain Glacier)	\$ 67.94	4350900 - Other Cont. Services	0900628118	9/11/24 Drinking Water Monon Community Center West
Cumulus	\$ 1,650.00	4341991 - Marketing & Promotions	BB4225808	9/29/24 Monon Community Center Membership Campaign Sep'24
Cumulus	\$ 232.50	4346000 - Classified Advertising	BB4235053	9/30/24 Recruitment Digital Advertising Sep'24 (Winter)
Cumulus	\$ 850.00	4346000 - Classified Advertising	BB4235021	9/30/24 Recruitment Digital Advertising - Sep'24
Current Publishing	\$ 285.00	4341991 - Marketing & Promotions	78288	9/27/24 Recruitment & MCC Membership Ads
Current Publishing	\$ 285.00	4341991 - Marketing & Promotions	78757	10/30/24 Recruitment & Monon Community Center Membership Ads
Designs by Vonda	\$ 131.25	4239099 - Other Miscellaneous	UFB Visa	9/24/24 Culture Committee - End of Year Party 2024 Award Ceremony Decor
Direct Fitness Solutions, LLC	\$ 778.00	4350000 - Equipment Repairs & Maint.	0588709-IN	9/3/24 Fitness Equipment Preventative Maintenance - Sep'24
Direct Fitness Solutions, LLC	\$ 99.98	4237000 - Repair Parts	0588709-IN	9/3/24 Small Parts for Fitness Center
Direct Fitness Solutions, LLC	\$ 778.00	4350000 - Equipment Repairs & Maint.	0588767-IN	10/1/24 Fitness Equipment Preventative Maintenance - Oct'24
DirectTV	\$ 244.99	4349500 - Cable Service	038575356X241005	10/5/24 Dish Service - Monon Community Center
Duke Energy	\$ 27,950.98	4348000 - Electricity	910123195102 Sep'24	10/1/24 Monon Community Center West
Duke Energy	\$ 1,369.78	4348000 - Electricity	910123160391 Oct'24	10/31/24 Monon Community Center I

Carmel/Clay Board of Parks and Recreation  
Claim Sheet Fund 109 - Monon Community Center  
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Name	Amount	Account	Num	Memo
Duke Energy	\$ 25,655.29	4348000 - Electricity	910123195102 Oct'24	11/1/24 Monon Community Center II
Ellis Mechanical & Electrical	\$ 1,502.24	4350000 - Equipment Repairs & Maint.	241330	10/25/24 Indoor Pool Water pump - South Dectron Unit Pool Reheat
Ellis Mechanical & Electrical	\$ 4,125.00	4350900 - Other Cont. Services	24199	10/25/24 2024 Monon Community Center HVAC Preventative Maintenance QTR 3
Ellis Mechanical & Electrical	\$ 277.50	4350100 - Building Repairs & Maint.	240977	10/25/24 Monon Community Center AC for Server Room at East Desk
Ellis Mechanical & Electrical	\$ 613.36	4350100 - Building Repairs & Maint.	241385	10/25/24 Indoor Activity Pool Heater Repairs
Facebook, Inc.	\$ 747.86	4341991 - Marketing & Promotions	UFB Visa	8/31/24 MCC Membership Social Media Advertising
Facilities Management, LLC	\$ 401.25	4350000 - Equipment Repairs & Maint.	1927456	10/16/24 Service - Waterpark Concessions Popcorn Machine
First Advantage	\$ 146.10	4341990 - Criminal Background Checks	5543402409	9/30/24 New Hire Background Checks
Gibson teldata inc.	\$ 92.60	4239099 - Other Miscellaneous	INVS0110947	10/22/24 Phone Accessory for Human Resources Recruiter
Google	\$ 301.07	4341991 - Marketing & Promotions	UFB Visa	9/1/24 MCC Membership Campaign Ad
Grainger	\$ 76.32	4237000 - Repair Parts	9274489195	10/8/24 Maintenance Supplies for Monon Community Center
Green Touch Services, Inc.	\$ 1,513.00	4350400 - Grounds Maintenance	149595	9/30/24 Landscape Maintenance The Waterpark
Hall Signs	\$ 905.79	4345000 - Printing (Not Office Supplies)	95896	5/30/24 Waterpark Cabana Sponsorship Signage 2024
Heart Reach Medical	\$ 2,244.00	4358300 - Other Fees & Licenses	2027	10/8/24 Monon Community Center AED Maintenance Renewal 2024-26
Indeed, Inc.	\$ 179.34	4346000 - Classified Advertising	UFB Visa	9/11/24 Sponsored Job Advertising MCC
Indeed, Inc.	\$ 115.52	4346000 - Classified Advertising	UFB Visa	9/2/24 Sponsored Job Advertising MCC
Indeed, Inc.	\$ 350.09	4346000 - Classified Advertising	UFB Visa	9/17/24 Sponsored Job Advertising MCC
Indeed, Inc.	\$ 180.76	4346000 - Classified Advertising	UFB Visa	8/28/24 Sponsored Job Advertising MCC
Indiana Department of Revenue	\$ 226.61	4359200 - Sales Tax Paid	Sep'24	10/1/24 Sales Tax Sep'24
Indiana University	\$ 380.00	4357004 - External Instructional Fees	500912	9/23/24 Playground Maintenance Technician Training for MCC Staff
Indianapolis Indians	\$ 1,425.00	4341991 - Marketing & Promotions	UFB Visa	8/29/24 Culture Committee - 2024 QTR 3 Just for Fun Event 9/12/24
Indianapolis Symphony Orchestra	\$ 1,200.00	4341991 - Marketing & Promotions	ISO2507	10/10/24 MCC Membership Campaign Advertising 2024 (Yuletide Program)
InvigorateHR	\$ 922.22	4357004 - External Instructional Fees	1691	9/30/24 Employee Training Services - LMS E-Courses
InvigorateHR	\$ 300.00	4357004 - External Instructional Fees	1693	10/1/24 Employee Training Services - LMS E-Courses
InvigorateHR	\$ 91.00	4357004 - External Instructional Fees	1692	9/30/24 Employee Self Assessment - Full Time New Hire
Iron Mountain	\$ 99.50	4341999 - Other Professional Fees	JVDC819	9/30/24 Off Site File Storage
Iron Mountain	\$ 99.50	4341999 - Other Professional Fees	JVMJ994	10/31/24 Off Site File Storage
Jack Laurie Specialty Floors	\$ 72,030.00	4461000 - Parks MC Admin Buildings	21196	9/27/24 2024 Monon Community Center Annual Wood Floor Refinish
Kroger	\$ 37.73	4239099 - Other Miscellaneous	047777	9/25/24 Culture Committee National Coffee Day 10/1/24
Kroger	\$ 49.56	4239039 - General Program Supplies	045607	10/1/24 Adaptive Program Supplies - Culinary Creations Oct'24
Kroger Gardis & Regas, LLP	\$ 2,901.00	4340000 - Legal Fees	95	10/7/24 Legal Services - Sep'24
Lowe's	\$ 195.68	4238000 - Small Tools & Minor Equipment	988639-NRBBNV	9/10/24 MCC Cleaning Small Equipment for Safety
Lowe's	\$ 131.72	4238900 - Cleaning & Maint. Supplies	995510-NTACIR	9/24/24 Maintenance Supplies for Monon Community Center
Magers Bookkeeping Services LLC	\$ 435.00	4341999 - Other Professional Fees	1190	2024 Bookkeeping Services
Magers Bookkeeping Services LLC	\$ 435.00	4341999 - Other Professional Fees	1194	10/28/24 2024 Bookkeeping Services
Mail Chimp	\$ 287.50	4355200 - Subscriptions	UFB Visa	9/14/24 Email Marketing - Annual Subscription Renewal
Maurice Franklin Louver Co., Inc.	\$ 285.26	4237000 - Repair Parts	UFB Visa	8/29/24 Fitness Lockers Replacement Screens
Menards	\$ 84.18	4238900 - Cleaning & Maint. Supplies	308326924070908	9/25/24 Monon Community Center Maintenance Supplies
Menards	\$ 92.08	4238900 - Cleaning & Maint. Supplies	308326924070976	9/25/24 Monon Community Center Maintenance Supplies
Menards	\$ 74.79	4238900 - Cleaning & Maint. Supplies	308327124071552	9/27/24 Aquatics Cleaning Supplies
Menards	\$ 630.14	4238900 - Cleaning & Maint. Supplies	308327124742300	9/27/24 Aquatics Winterizing Supplies 2024
Menards	\$ 19.65	4237000 - Repair Parts	308327524026733	10/10/24 Maintenance Supplies for Administrative Offices
Menards	\$ 49.94	4237000 - Repair Parts	308327624026875	10/2/24 Maintenance Supplies for Administrative Office
Menards	\$ 128.11	4238900 - Cleaning & Maint. Supplies	308327824027545	10/4/24 Monon Community Center Maintenance Plumbing Supplies
Menards	\$ 79.94	4238900 - Cleaning & Maint. Supplies	308327924059653	10/5/24 Monon Community Center Maintenance Plumbing Supplies
Micro Air Inc.	\$ 50.00	4350900 - Other Cont. Services	146410	9/30/24 Weekly Water Testing - MCC Indoor 9/25/24
Midwest Mania	\$ 465.50	4357004 - External Instructional Fees	UFB Visa	9/20/24 Conference Registration for Fitness Supervisor
Midwest Parenting Publications, LLC	\$ 495.00	4341991 - Marketing & Promotions	34278-R	10/15/24 Monon Community Center Membership Advertising
Nexstar (Fox59)	\$ 245.00	4341991 - Marketing & Promotions	4419514-6	9/30/24 Monon Community Center Membership Campaign Sep'24
Normand, Mike	\$ 100.00	4344100 - Cellular Phone Fees	Reimb	10/25/24 Cell Phone Fees Aug'24 & Sep'24
Northern Tool & Equipment	\$ 126.00	4237000 - Repair Parts	54036917	9/19/24 Monon Community Center Pressure Washer Replacement Tires
NRPA	\$ 1,630.00	4357004 - External Instructional Fees	UFB Visa	9/13/24 CPRP Certification Registration
Panera Bread Company	\$ 305.00	4239039 - General Program Supplies	60165860517157854391	9/18/24 Monon Community Center Lunch & Learn Program Luncheon
PDF Mechanical LLC	\$ 18,655.00	4350100 - Building Repairs & Maint.	9815	9/5/24 Monon Community Center Dectron Repairs
Pickett & Associates	\$ 4,263.19	4341991 - Marketing & Promotions	3030	9/30/24 PR/Marketing Services - Aug'24

Carmel/Clay Board of Parks and Recreation  
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Name	Amount	Account	Num	Memo
PoolEquip, LLC	\$ 2,466.00	4350100 - Building Repairs & Maint.	24-760-G	10/4/24 Indoor Activity pool Grate Replacements
Power Systems	\$ 390.18	4238000 - Small Tools & Minor Equipment	8931664	10/1/24 Fitness Center Equipment
Ray Marketing powered by Proforma	\$ 8.64	4356004 - Staff Clothing	BR71004214A	10/19/24 Staff Uniform Embroidery - 2nd QTR 2024
Ray Marketing powered by Proforma	\$ 500.00	4356004 - Staff Clothing	BR71004216A	10/19/24 Uniforms for Recreation & Facilities Member Services Associates
Ray Marketing powered by Proforma	\$ 130.05	4356004 - Staff Clothing	BR71004221A	10/26/24 New Hire Uniforms for Recreation & Facilities Staff (Aquatics Program Supervisor)
Ray Marketing powered by Proforma	\$ 667.75	4356004 - Staff Clothing	BR71004227A	10/26/24 Uniforms for Recreation & Facilities Member Services Associates
Recreation Results LLC	\$ 1,560.00	4340400 - Consulting Fees	294	9/30/24 PowerBI Dashboard Coaching & Support
Republic Services	\$ 1,348.79	4350101 - Trash Collection	0761-006518424	10/25/24 Trash & Recycling Services - Monon Community Center
REV Pickleball LLC	\$ 845.81	4239039 - General Program Supplies	1154	10/21/24 Promotional Items for Membership Engagement Rewards Program
Spear Corporation	\$ 2,321.21	4350000 - Equipment Repairs & Maint.	329518	9/23/24 UV Replacement Parts from 2024 Maintenance
Staples	\$ 176.72	4230200 - Office Supplies	6013493968	10/01/24 Recreation & Facilities Office Supplies
Staples	\$ 283.79	4463200 - Computer Equipment	6013493968	10/01/24 Recreation & Facilities Computer Equipment
Staples	\$ 98.06	4239039 - General Program Supplies	6013236296	9/30/24 Kidzone Supplies
Staples	\$ 95.07	4230200 - Office Supplies	6013236295	9/30/24 Recreation & Facilities Office Supplies
Staples	\$ 112.77	4230200 - Office Supplies	6013976717	10/7/24 Recreation & Facilities Office Supplies
Staples	\$ 408.88	4230200 - Office Supplies	6014803477	10/21/24 Monon Community Center Front Desk Replacement Chairs for Guest Services
Staples	\$ 324.72	4230200 - Office Supplies	6015490918	10/28/24 Monon Community Center Office Supplies & Member Services Space Heater
Staples	\$ 107.06	4230200 - Office Supplies	6015490918	10/28/24 Monon Community Center Office Supplies & Member Services Space Heater
Stericycle, Inc.	\$ 46.08	4350900 - Other Cont. Services	8008650702	10/11/24 Medical Waste Removal - Oct'24
SuperSaas BV	\$ 46.00	4355200 - Subscriptions	UFB Visa	9/4/24 MCC Reservation Booking Subscription
SupplyHouse.com	\$ 120.54	4350600 - Cleaning Services	UFB Visa	9/17/24 Waterpark Sign Supplies
T.A.R. Concepts	\$ 549.20	4350100 - Building Repairs & Maint.	1296	9/25/24 Service - Waterpark Kiddie Pool Pump Room Repairs
T.A.R. Concepts	\$ 1,066.00	4350100 - Building Repairs & Maint.	1297	9/25/24 Service - Waterpark Lazy River Jet Pump
T.A.R. Concepts	\$ 310.00	4350000 - Equipment Repairs & Maint.	1295	9/25/24 Service - Waterpark Kiddie Pool Circulation Pump
T.A.R. Concepts	\$ 854.50	4350000 - Equipment Repairs & Maint.	1294	9/25/24 Service - Waterpark Kiddie Pool Feature Pump Repairs
Terryberry	\$ 71.63	4350900 - Other Cont. Services	S03138	10/9/24 Employee Recognition Gift - MCC
Terryberry	\$ 83.52	4350900 - Other Cont. Services	S05349	10/15/24 Employee Recognition Gift
Terryberry	\$ 46.96	4350900 - Other Cont. Services	S08993	10/24/24 Employee Recognition Gift
TriCo Regional Sewer Utility	\$ 797.27	4348500 - Water & Sewer	1001164 Sep'24	10/1/24 Monon Community Center
TriCo Regional Sewer Utility	\$ 6,153.55	4348500 - Water & Sewer	1020958 Sep'24	10/1/24 Monon Community Center
UKG Inc.	\$ 5,902.33	4341999 - Other Professional Fees	300058150	8/15/24 Payroll System Incremental Monthly Subscription Fees
Verizon Wireless	\$ 120.04	4344100 - Cellular Phone Fees	9974667427	9/23/24 Jet Packs at Monon Community Center
White's Ace Hardware	\$ 7.99	4238900 - Cleaning & Maint. Supplies	29828210	9/4/24 Maintenance Supplies for Monon Community Center Water pump
White's Ace Hardware	\$ 4.99	4238000 - Small Tools & Minor Equipment	29834820	9/20/24 Small Equipment for Monon Community Center Staff
White's Ace Hardware	\$ 11.99	4238900 - Cleaning & Maint. Supplies	29835539	9/22/24 Maintenance Supplies for Monon Community Center Fitness Locker Sinks
White's Ace Hardware	\$ 11.13	4237000 - Repair Parts	29837057	9/27/24 Aquatics Repair Parts
Williams Associates Architects	\$ 9,280.00	4462000 - Parks MC Admin, Structure Impmnt	0022872	10/21/24 MCC Multipurpose Room West/Kidzone improvement
Willow Marketing Management, Inc.	\$ 104.17	4341955 - Info Sys Maint/Contracts	QB INV-58706	10/1/24 Website Hosting 2024 - Oct'24
Willscot	\$ 299.25	4353099 - Other Rental & Leases	9022036550	10/1/24 Waterpark Furniture Storage - Oct'24
Willscot	\$ 299.25	4353099 - Other Rental & Leases	9022036549	10/1/24 Waterpark Furniture Storage - Oct'24
Willscot	\$ 299.25	4353099 - Other Rental & Leases	9022036548	10/1/24 Waterpark Furniture Storage - Oct'24
Willscot	\$ 299.25	4353099 - Other Rental & Leases	9022263401	10/29/24 Waterpark Furniture Storage
Willscot	\$ 299.25	4353099 - Other Rental & Leases	9022263402	10/29/24 Waterpark Furniture Storage
Willscot	\$ 299.25	4353099 - Other Rental & Leases	9022263400	10/29/24 Waterpark Furniture Storage
WISSCO Irrigation, Inc.	\$ 1,850.00	4350400 - Grounds Maintenance	JC229693	9/20/24 Monon Community Center Parking Lot Irrigation Repair
World Arts, Inc.	\$ 7,165.86	4345000 - Printing (Not Office Supplies)	122045	10/14/24 Park Conversations Printing - Fall 2024
Zogics, LLC	\$ 2,160.10	4238900 - Cleaning & Maint. Supplies	380095	10/14/24 Gym Wipes - Oct'24
<b>Oct 1 - Nov 4, 24</b>	<b>\$ 311,395.63</b>			

Carmel/Clay Board of Parks and Recreation  
Claim Sheet Fund 110 - Parks and Recreation  
November 12, 2024

Name	Amount	Account	Num	Memo
<b>Oct 1 - Nov 4, 24</b>				
AES Indiana	\$ 773.81	4348000 · Electricity	200000620568 Sep'24	9/30/24 Perelman Pavilion
Carmel Utilities	\$ 249.36	4348500 · Water & Sewer	2623000000 Sep'24	10/4/24 Wilfong Pavilion
Carmel Utilities	\$ 24.03	4348500 · Water & Sewer	7051300000 Sep'24	10/18/24 Central Dog Park
Carmel Utilities	\$ 129.39	4348500 · Water & Sewer	5200000000 Oct'24	11/1/24 Perelman Pavilion
Carmel Utilities	\$ 261.46	4348500 · Water & Sewer	2623000000 Oct'24	11/1/24 Wilfong Pavilion
CenterPoint Energy	\$ 51.49	4349000 · Gas	13072259-8 Sep'24	10/8/24 Perelman Pavilion
Chardon Laboratories	\$ 275.00	4350900 · Other Cont. Services	041678	10/16/24 Boiler Service for Perelman 2024-25
Corvus Janitorial Systems	\$ 1,359.00	4350600 · Cleaning Services	410191010-102	10/1/24 2024 Janitorial Services - Perelman Pavilion
Corvus Janitorial Systems	\$ 813.00	4350600 · Cleaning Services	410191003-100	10/1/24 2024 Janitorial Services - Wilfong Pavilion
Corvus Janitorial Systems	\$ 813.00	4350600 · Cleaning Services	411191003-98	11/1/24 2024 Janitorial Services - Wilfong
Corvus Janitorial Systems	\$ 1,359.00	4350600 · Cleaning Services	411191010-100	11/1/24 2024 Janitorial Services - Perelman
Duke Energy	\$ 136.93	4348000 · Electricity	910121498172 Oct'24	10/29/24 Central Dog Park
Duke Energy	\$ 438.65	4348000 · Electricity	910122730092 Oct'24	10/31/24 Wilfong Pavilion
Magers Bookkeeping Services LLC	\$ 175.00	4341999 · Other Professional Fees	1190	9/27/24 2024 Bookkeeping Services
Magers Bookkeeping Services LLC	\$ 175.00	4341990 · Criminal Background Checks	1194	10/28/24 2024 Bookkeeping Services - Oct'24
Mr. B's Lawn Maintenance, Inc.	\$ 958.50	4350400 · Grounds Maintenance	10510	10/6/24 Dog Park Fall 2024 Turf Maintenance
Poo Prints	\$ 190.00	4350400 · Grounds Maintenance	23857	10/3/24 Dog Park Samples for DNA Testing
Poo Prints	\$ 4,344.95	4239099 · Other Miscellaneous	23767	9/18/24 Dog Park DNA Registration Kits
Poo Prints	\$ 190.00	4350400 · Grounds Maintenance	23868	10/4/24 Dog Park Samples for DNA Testing
Poo Prints	\$ 95.00	4350400 · Grounds Maintenance	23972	10/18/24 Dog Park Samples for DNA Testing
Poo Prints	\$ 95.00	4350400 · Grounds Maintenance	23946	10/15/24 Dog Park Samples for DNA Testing
Poo Prints	\$ 95.00	4350400 · Grounds Maintenance	23945	10/14/24 Dog Park Samples for DNA Testing
Ray Marketing powered by Proforma	\$ 805.00	4239099 · Other Miscellaneous	BR71004215A	10/19/24 Central Dog Park ID Tags
Republic Services	\$ 258.53	4350101 · Trash Collection	0761-006585926	9/25/24 Trash & Recycling Services - Wilfong Pavilion
Republic Services	\$ 158.43	4350101 · Trash Collection	0761-006586877	9/25/24 Trash & Recycling Services - Perelman Pavilion
Republic Services	\$ 257.66	4350101 · Trash Collection	0761-006618792	10/25/24 Trash & Recycling Services - Wilfong Pavilion
Republic Services	\$ 158.43	4350101 · Trash Collection	0761-006619729	10/25/24 Trash & Recycling Services - Perelman Pavilion
Sewer or Septic Services	\$ 595.72	4350100 · Building Repairs & Maint.	I-18648	10/9/24 Dog Park Septic Pump Repairs
Staples	\$ 79.99	4238900 · Other Maintenance Supplies	6014803475	10/21/24 Back Up Battery for Wilfong Pavilion Mechanical Room
The Dog Park Company	\$ 15,980.00	4463000 · Furniture & Fixtures	DPC000300	8/28/24 Central Dog Park Lighting (Addition for Mulch Area)
TriCo Regional Sewer Utility	\$ 126.32	4348500 · Water & Sewer	1039051 Sep'24	10/1/24 Perelman Pavilion
White's Ace Hardware	\$ 840.00	4238900 · Other Maintenance Supplies	29834610	9/20/24 Dog Pot Litter Bag Supplies
<b>Oct 1 - Nov 4, 24</b>	<b>\$ 32,262.65</b>			

Carmel/Clay Board of Parks and Recreation  
Claim Sheet for  
Fund 103 Capital Fund  
Fund 106 Park Impact Fees  
Fund 853 Gift Fund  
Fund 101 Reserve  
CCPR Internal Transfer  
November 12, 2024

Name	Amount	Class	Account	Number	Memo
<b>Fund 103 - Capital Fund</b>					
Crossroad Engineers, PC	\$ 4,725.00	103	4462000 - Parks MC Admin,Structure Impn	241517	10/1/24 Central Park Boardwalk Replacement Project Design PO#59268
Landscape Structures	\$ 2,029.68	103	4462000 - Parks MC Admin,Structure Impn	INV-152366	9/26/24 Westermeier Commons Playground Replacement Equip. PO#60165
Mattingly Concrete	\$ 21,523.08	103	4462000 - Parks MC Admin,Structure Impn	123800-20723-1	5/24/24 West Park Concrete Additions PO#59699
R.L. Turner Corporation	\$ 118,822.95	103	4462000 - Parks MC Admin,Structure Impn	Pay App 2	10/10/24 Monon Center Indoor Playground Construction PO#59865
R.L. Turner Corporation	\$ 199,936.25	103	4462000 - Parks MC Admin,Structure Impn	Pay App 3	10/25/24 Monon Center Indoor Playground Construction PO#59865
Reliant Electric & Solar LLC	\$ 5,150.00	103	4462000 - Parks MC Admin,Structure Impn	2752	10/21/24 Midtown Plaza Bench Replacement LED Lights PO#60091
Rundell Ernstberger Associates, Inc.	\$ 1,407.25	103	4460703 - Monon Greenway	2024-1775-02	10/16/24 Monon BLVD Spray Plaza Renovation Construction PO#60055
Scenic Construction Services	\$ 7,980.00	103	4462000 - Parks MC Admin,Structure Impn	24-020	10/17/24 Administrative Office Gutter and Rodent PO#60324
Smock Fansler Corporation	\$ 1,955.00	103	4460703 - Monon Greenway	4925	10/18/24 Midtown Plaza Vault Lid Paver Repair PO#60135
United Construction Services, LLC	\$ 96,167.17	103	4462000 - Parks MC Admin,Structure Impn	2	10/4/2024 Modifications to Monon Boulevard Splashpad PO#60155
Weihe Engineers	\$ 860.00	103	4462000 - Parks MC Admin,Structure Impn	88619	10/3/24 Thomas Marcuccilli Nature Park Retaining Wall Repair PO#59487
<b>Total Fund 103</b>	<b>\$ 460,556.38</b>				
<b>Fund 106 - Park Impact Fee</b>					
CTI Construction LLC	\$ 2,450.00	106	4460715 - White River Greenway	21-114-11	10/7/24 White River Greenway Extension PO#55676
CTI Construction LLC	\$ 19,627.00	106	4460715 - White River Greenway	24-111-5	10/7/24 White River Greenway Extension PO#55676
Kroger Gardis & Regas LLP	\$ 870.00	106	4460715 - White River Greenway	95	10/7/24 Legal Services Sep'24
Kroger Gardis & Regas LLP	\$ 217.50	106	4460716 - Bear Creek	95	10/7/24 Legal Services Sep'24
Morphey Construction, Inc.	\$ 120,308.95	106	4460715 - White River Greenway	4	10/24/2024 White River Greenway North Extension Construction PO#59352
United Construction Services	\$ 19,041.46	106	4460708 - West Park	Pay App 7	10/22/24 West Park Shelter Projects PO#57838
<b>Total Fund 106</b>	<b>\$ 162,514.91</b>				
<b>Fund 853 - Gift Fund</b>					
Amazon Capital Services	\$ 155.37	853	5023990 - Other Expenses	171F9M9NMHNL	10/15/24 HR Leadership Training Library PO#60362
IndyAnna's Catering	\$ 2,517.50	853	5023990 - Other Expenses	75660	10/22/24 CAPRA Reaccreditation Ceremony Appetizers PO#60345
Kroger	\$ 73.89	853	5023990 - Other Expenses	97324	10/4/24 Culture Committee All Staff Chili Cookoff Supplies PO#60339
<b>Total Fund 853</b>	<b>\$ 2,746.76</b>				
<b>Fund 101 - General Fund Reserve Encumbrance</b>					
Kroger	\$ 15.96	1125101	( R ) 4359000 - Special Projects	47104	9/18/24 Employee Engagement PO#56782
<b>Total 101 Encumbrance</b>	<b>\$ 15.96</b>				

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## Refund Report

Nov 6, 2024  
10:47 AM

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

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2002586.004	Oct 7, 2024	1:16 PM	Jurgensen, John	Credit Card Account	No: *8368 Exp:	-\$ 99.00	
					Guest Request		-\$ 99.00
2002587.004	Oct 7, 2024	2:59 PM	Scherrer, Chris	Credit Card Account	No: *6298 Exp: 12/2027	-\$ 196.00	
					Guest Request		-\$ 196.00
2002588.004	Oct 8, 2024	9:09 PM	Fresen, Kim	Credit Card Account	No: *5962 Exp: 09/2027	-\$ 89.00	
					Guest Request		-\$ 89.00
2002589.004	Oct 9, 2024	10:07 AM	Coy, Larz	Credit Card Account	No: *6431 Exp: 12/2028	-\$ 98.00	
					Staff Error		-\$ 98.00
2002590.004	Oct 9, 2024	4:31 PM	Ingalls, Angie	Credit Card Account	No: *5782 Exp: 11/2028	-\$ 535.00	
							-\$ 535.00
2002591.004	Oct 9, 2024	4:39 PM	Menachemi, Jacob	Credit Card Account	No: *7173 Exp: 06/2027	-\$ 66.00	
					Jacob Menachemi: Staff Error Jacob Menachemi: Staff Error		
					Staff Error		-\$ 66.00
2002592.004	Oct 11, 2024	12:04 PM	Carr, Amanda	Credit Card Account	No: *8418 Exp: 09/2026	-\$ 66.00	
					Guest Request		-\$ 66.00
2002593.004	Oct 21, 2024	9:39 AM	Johnson, Sheila	Credit Card Account	No: *7937 Exp: 01/2028	-\$ 65.00	
					Guest Request		-\$ 65.00
2002594.004	Oct 23, 2024	11:24 AM	Houte, Terre	Credit Card Account	No: *4017 Exp: 02/2026	-\$ 59.00	
					Guest Request		-\$ 59.00
2002595.004	Oct 30, 2024	2:11 PM	Rugaber, Jan	Credit Card Account	No: *1845 Exp: 07/2029	-\$ 30.00	
							-\$ 30.00
2002596.004	Oct 30, 2024	2:51 PM	Flynn, Deann	Credit Card Account	No: *9534 Exp: 12/2028	-\$ 49.00	
							-\$ 49.00
2002597.004	Oct 30, 2024	2:52 PM	Flynn, Deann	Credit Card Account	No: *9534 Exp: 12/2028	-\$ 33.00	
							-\$ 33.00



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# Refund Report

Nov 6, 2024  
10:47 AM

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

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2002598.004	Oct 30, 2024	2:53 PM	Flynn, Deann	Credit Card Account	No: *9534 Exp: 12/2028	-\$ 33.00	
							-\$ 33.00
2002599.004	Oct 30, 2024	2:53 PM	Flynn, Deann	Credit Card Account	No: *9534 Exp: 12/2028	-\$ 33.00	
							-\$ 33.00
2002600.004	Oct 30, 2024	2:54 PM	Flynn, Deann	Credit Card Account	No: *9534 Exp: 12/2028	-\$ 33.00	
							-\$ 33.00
2002601.004	Oct 30, 2024	2:55 PM	Flynn, Deann	Credit Card Account	No: *9534 Exp: 12/2028	-\$ 33.00	
							-\$ 33.00
2002602.004	Oct 30, 2024	2:56 PM	Flynn, Deann	Credit Card Account	No: *9534 Exp: 12/2028	-\$ 33.00	
							-\$ 33.00
2002603.004	Oct 30, 2024	3:35 PM	Hug, Thomas	Credit Card Account	No: *1936 Exp: 03/2028	-\$ 192.00	
							-\$ 192.00
2010465.003	Oct 1, 2024	2:22 PM	Larson, Robin	Credit Card Account	No: *7090 Exp: 10/2027 Everett Dixon: Low Enrollment	-\$ 32.00	
							-\$ 32.00
2010466.003	Oct 1, 2024	2:22 PM	Case, Marlee	Credit Card Account	No: *1063 Exp: 04/2027 Reya Wishart: Low Enrollment	-\$ 32.00	
							-\$ 32.00
2010467.003	Oct 1, 2024	2:22 PM	Myer, Chris	Credit Card Account	No: *6943 Exp: 06/2029 Elizabeth Myer: Low Enrollment	-\$ 32.00	
							-\$ 32.00
2010468.003	Oct 1, 2024	2:22 PM	Barratt, Alison	Credit Card Account	No: *1002 Exp: 10/2028 Javier Schrader: Low Enrollment	-\$ 32.00	
							-\$ 32.00
2010469.003	Oct 1, 2024	2:23 PM	Campbell, Leah	Credit Card Account	No: *1799 Exp: 01/2030 Nora Campbell: Low Enrollment	-\$ 6.00	
							-\$ 6.00
2010470.003	Oct 1, 2024	2:23 PM	Weigel, Chantel	Credit Card Account	No: *9373 Exp: 03/2027 Amelle Weigel: Low Enrollment	-\$ 6.00	
							-\$ 6.00
2010471.003	Oct 3, 2024	11:22 AM	Wagner, Whitney	Credit Card Account	No: *0111 Exp: 04/2026 Guest Request	-\$ 116.00	
							-\$ 116.00

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# Refund Report

Nov 6, 2024  
10:47 AM

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

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2010472.003	Oct 10, 2024	11:41 AM	Faust, Sharla	Credit Card Account	No: *8832 Exp: 10/2027	-\$ 70.00	
					Guest Request		-\$ 70.00
2010473.003	Oct 10, 2024	1:01 PM	Wise, Jessie	Credit Card Account	No: *1791 Exp: 12/2027	-\$ 48.00	
					Guest Request		-\$ 48.00
2010474.003	Oct 10, 2024	1:04 PM	Wise, Jessie	Credit Card Account	No: *1791 Exp: 12/2027	-\$ 48.00	
					Guest Request		-\$ 48.00
2010475.003	Oct 14, 2024	11:58 AM	Small, Andrew	Credit Card Account	No: *1175 Exp: 10/2028	-\$ 99.00	
					Guest Request		-\$ 99.00
2010476.003	Oct 16, 2024	8:13 AM	Akkammanavar Umapathi, Veerabhadrappa	Credit Card Account	No: *1755 Exp: 03/2027	-\$ 140.00	
					Guest Request		-\$ 140.00
2010477.003	Oct 17, 2024	7:26 PM	Kaser, Karen	Credit Card Account	No: *2680 Exp: 02/2028	-\$ 45.00	
					Low Enrollment		-\$ 45.00
2010480.003	Oct 24, 2024	6:01 PM	Upadhayay, Gunjan	Credit Card Account	No: *3128 Exp: 06/2027	-\$ 234.00	
					Guest Request		-\$ 234.00
2010482.003	Oct 28, 2024	9:56 AM	Duann, Chi-Wei	Credit Card Account	No: *4989 Exp: 06/2026	-\$ 468.00	
					Guest Request		-\$ 468.00
2010483.003	Oct 28, 2024	3:55 PM	diaz, elvira	Credit Card Account	No: *3865 Exp: 07/2026	-\$ 48.00	
					Low Enrollment		-\$ 48.00
2010484.003	Oct 30, 2024	1:22 PM	Wells, Amanda	Credit Card Account	No: *1333 Exp: 12/2027	-\$ 20.00	
							-\$ 20.00
2010485.003	Oct 30, 2024	2:48 PM	diaz, elvira	Credit Card Account	No: *3865 Exp: 07/2026	-\$ 80.00	
					Low Enrollment		-\$ 80.00

# Refund Report

Nov 6, 2024  
10:47 AM

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

Receipt #	Date	Time	Payer	Payment Type	Refund Details /	Amount Paid	Receipt Total
2010486.003	Oct 30, 2024	2:51 PM	Charon, Ashley	Credit Card Account	No: *4001 Exp: 12/2025	-\$ 65.00	
					Low Enrollment		-\$ 65.00
2010487.003	Oct 31, 2024	11:14 AM	Schweiss, Michael	Credit Card Account	No: *1649 Exp: 12/2025	-\$ 20.00	
							-\$ 20.00

<b>Totals:</b>	Mail Check:	\$ 0.00
	Credit Card Refund:	-\$ 3,383.00
	To Account:	\$ 0.00
	In Cash:	\$ 0.00
	Debit Card:	\$ 0.00
	Gift Card:	\$ 0.00

**Grand Total: -\$ 3,383.00**

RS 11

Carmel/Clay Board of Parks and Recreation  
Claim Sheet  
November 12, 2024

Fund	Amount
TOTAL PARKS GENERAL FUND 101	147,529.90
TOTAL PARKS GENERAL FUND 101 RESERVE	15.96
TOTAL EXTENDED SCHOOL ENRICHMENT FUND 108	143,051.95
TOTAL MONON COMMUNITY CENTER FUND 109	311,395.63
TOTAL CHANGE FUND SEASONAL INCREASE 109-5023990	0.00
TOTAL PARKS FACILITIES FUND 110	32,262.65
TOTAL PARKS CAPITAL FUND 103	460,556.38
TOTAL PARK IMPACT FEE FUND 106	162,514.91
TOTAL PARKS GIFT FUND 853	2,746.76
CCPR Internal Transfers	0.00
Active Software Fees	9/23/24 - 10/27/24 22,203.53
Active Software Credit Card Refunds	10/1/24 - 10/31/24 3,383.00
EZChildTrack Software Credit Card Refunds	10/1/24 - 10/31/24 0.00
<b>TOTAL CLAIM SHEET</b>	<b><u>1,285,660.67</u></b>

Signature\*

\*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.

Date

Signature

Date

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

<small>PRESENTER</small> <b>Lin Zheng, Treasurer</b>	<small>ACTION REQUESTED</small> <b>Approval</b>
<small>ITEM/SUBJECT</small> <b>Clay Township Claim Sheet November 12, 2024</b>	
<small>DOLLAR AMOUNT / FUND</small> <b>N/A</b>	<small>MEETING DATE</small> <b>November 12, 2024</b>

**SUMMARY:**

The Clay Township Claim Sheet dated November 12, 2024 is included for additions or corrections.

**STAFF RECOMMENDATION:**

“I move to approve the Clay Township Claim Sheet dated November 12, 2024.”

Carmel/Clay Board of Parks and Recreation  
Claim Sheet for  
Clay Township of Hamilton County  
November 12, 2024

Name	Amount	Account	Number	Memo
Belmont Graphics	\$ 4,010.00	1215	4AA - Park System Capital Maintenance 71511	10/24/24 Interpretive Signage for Bison Sculpture PO#59704
<b>TOTAL CLAIM SHEET</b>	<b><u>4,010.00</u></b>			

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**

<small>PRESENTER</small> <b>Kurtis Baumgartner, Assistant Director of Parks and Recreation/COO</b>	<small>ACTION REQUESTED</small> <b>Approval</b>
<small>ITEM/SUBJECT</small> <b>CCPR Payroll for October 4, 2024 and October 18, 2024</b>	
<small>DOLLAR AMOUNT/FUND</small> <b>N/A</b>	<small>MEETING DATE</small> <b>November 12, 2024</b>

**SUMMARY:**

Provided for your approval are payroll wages and liabilities for payroll dates October 4, 2024 and October 18, 2024.

**RECOMMENDED MOTION:**

“I move to approve payroll wages and liabilities for payroll dates October 4, 2024 and October 18, 2024.

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

Total Gross Wages for Regular Payroll dated 10/04/2024	<u><b>\$279,066.55</b></u>
Total Payroll Liabilities for Regular Payroll dated 10/04/2024	<u><b>\$102,307.77</b></u>
Total Gross Wages for Regular Payroll dated 10/18/2024	<u><b>\$283,121.30</b></u>
Total Payroll Liabilities for Regular Payroll dated 10/18/2024	<u><b>\$103,056.51</b></u>

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.

<div>DocuSigned by: <i>Eric Mehl</i> x031p0rccsp0u10...</div> <hr/>	<hr/>
Administration & Planning Director	Date

We have examined the foregoing payroll charges in the total amount of **\$767,552.13**, and such payroll is in compliance with Resolution No. 8-13-02-02.

<hr/>	<hr/>
Park Board President	Date



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

PRESENTER <b>Eric Mehl, Administration &amp; Planning Director/CAO</b>	ACTION REQUESTED <b>Acceptance</b>
ITEM/SUBJECT <b>Monetary Gifts, Grants, Partnerships, and Sponsorships for October 2024</b>	
DOLLAR AMOUNT / FUND <b>N/A</b>	MEETING DATE <b>November 12, 2024</b>

RECEIVED AS	DATE	AMOUNT	DONOR	DESIGNATION	GL/FUND
Donation	10/21/2024	\$100.00	Anonymous	Staff Appreciation	853 (Gift Fund)

**TOTAL RECEIPTS:**           **\$100.00**          

**STAFF RECOMMENDATION:**

Accept monies as received.

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

<p>PRESENTER</p> <p><b>Kurtis Baumgartner, Assistant Director of Parks and Recreation/COO</b></p>	<p>ACTION REQUESTED</p> <p><b>Recommended Motion</b></p>
<p>ITEM/SUBJECT</p> <p><b>Consideration of Agreement for Porter Services at Carmel Clay Parks Facilities</b></p>	
<p>DOLLAR AMOUNT/FUND</p> <p><b>Fund 109 - \$29,848/month (\$358,176 annually): Monon Comm. Center - Day &amp; Evening Cleaning</b></p> <p><b>Fund 109 - \$442/day (\$31,824 annually; 2025 = 72 days): The Waterpark Cleaning</b></p> <p><b>Fund 110 - \$1,842.33/month (\$22,108 annually): Wilfong and Perelman Pavilion Cleaning</b></p> <p><b>Fund 101 - \$731/month (\$8,772 annually): Parks and Natural Resources and Administrative Offices Cleaning</b></p> <p><b>Fund 101 - \$2,065 (\$24,780 annually): Westermeier Commons Cleaning</b></p>	<p>MEETING DATE</p> <p><b>November 12, 2024</b></p>

**SUMMARY:**

Carmel Clay Parks & Recreation (CCPR) currently contracts Corvus Janitorial for cleaning services at several key locations, including the Monon Community Center, The Waterpark, Wilfong and Perelman Pavilions, Parks and Natural Resources, Administrative Offices, and Westermeier Commons. Since shifting to contracted services, CCPR has seen improved cleaning quality and consistency compared to pre-2011, when in-house porters were used but difficult to recruit and retain.

Following the pandemic, CCPR observed a decline in cleaning quality due to staffing shortages at Corvus. Discussions revealed that Corvus' hiring challenges were partly due to constraints in their initial agreement with CCPR, which lacked an escalation clause. Without flexibility to increase wages, Corvus struggled to attract and retain quality part-time staff.

In late 2021, after a competitive quote process, CCPR renegotiated its contract with Corvus, increasing the annual payment by approximately \$77,000 and adding a 3-5% annual escalation clause to support wage adjustments and stabilize staffing. Since then, Corvus has applied 5% fee increases in both 2023 and 2024.

The renegotiated agreement initially brought noticeable improvements in cleanliness across facilities in 2022. However, by 2023 and into 2024, quality control issues resurfaced, particularly at the Monon Community Center. To address these ongoing concerns, CCPR staff held multiple meetings with Corvus leadership and the local franchise owner, striving to restore the expected standard of cleanliness across all locations. These discussions revealed that Corvus was once again facing challenges in retaining skilled staff. Ultimately, CCPR concluded that seeking quotes from other cleaning providers in the Carmel area would better serve its needs and formally notified Corvus of this decision.

Requests for Quotes were sent to twelve (12) vendors with a submission deadline of Friday, October 25, 2024, at 2:00 p.m. All quotes were received at the Administrative Offices located at 1411 E. 116<sup>th</sup> Street.

- Jani-King \$445,660
- Coverall \$515,100
- Corvus Janitorial \$527,275

As a point of reference, if services with Corvus were retained with a 5% escalation in 2025, porter services to clean the Monon Community Center and The Waterpark would have been approximately \$338,000 and more than \$394,000 with all facilities and park locations factored in.

The lowest quote is in the amount of \$445,600 from Jani-King, a commercial cleaning franchise located in Indianapolis, Indiana. Their proposal does include an escalation clause, not to exceed 5% annually, to compensate for cost of living and material increases. Initial terms are proposed for two years with one-year autorenewals. The quote includes all cleaning chemicals and equipment (e.g., mop buckets, vacuums, dusting tools, etc.) necessary to perform the service.

Based on management's assessment of quotes received and a reference check conducted, the department believes it is prudent to approve the quote received from Jani-King in the amount of \$445,600.

**RECOMMENDED MOTION:**

"I move that the Park Board accept the quote for cleaning services from Jani-King in the amount of \$445,600 and authorize the Director, Assistant Director, and Park Board Legal Counsel to complete the contracting process."

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

PRESENTER <b>Mark Westermeier, Board Member</b>	ACTION REQUESTED <b>Recommended Motion</b>
ITEM/SUBJECT <b>Consideration of Resolution P-2024-001 Regarding Director/CEO Compensation</b>	
DOLLAR AMOUNT/FUND <b>N/A</b>	MEETING DATE <b>November 12, 2024</b>

### SUMMARY:

Resolution P-2024-001 aims to ensure fair, competitive compensation for the Director/CEO, positioning CCPR as an employer of choice. The resolution is being proposed to develop a mechanism to evaluate the compensation of the director commensurate with market conditions, relevant benchmarks, and alignment with similar roles to attract and retain top leadership.

### Key Components of the Compensation Protocol

1. **Market Competitiveness:** The protocol includes annual salary surveys to compare CCPR's compensation with similar roles within the City of Carmel, other park and recreation agencies, and businesses with comparable responsibilities.
2. **Industry Benchmarks and Economic Indicators:** The Board will analyze economic factors, such as inflation and cost of living, and compare compensation rates from national and regional park agencies with high cost-recovery goals.
3. **Performance Consideration:** Pay adjustments may be influenced by the Director/CEO's success in implementing CCPR's Master Plan and achieving cost-recovery goals.
4. **Budgetary Constraints:** The protocol ensures that any adjustments align with CCPR's budget for the upcoming fiscal year.

### Review and Approval Process

Annual pay increases will be presented to a committee established by the Board President and require approval by December 31st each year, with adjustments taking effect at the start of the fiscal year.

### RECOMMENDED MOTION:

“I move to approve Resolution P-2024-001 as presented.”

**RESOLUTION NO. P-2024-001**

**A RESOLUTION OF THE CARMEL/CLAY BOARD OF PARKS AND RECREATION  
ESTABLISHING PROTOCOLS FOR DIRECTOR/CEO COMPENSATION**

**WHEREAS**, the Carmel/Clay Board of Parks and Recreation (the “Park Board”) is a political subdivision created and authorized to administer the Carmel/Clay Department of Parks and Recreation (the “Department”) pursuant to that certain agreement entitled “Interlocal Cooperation Agreement” signed by the respective authorized officials of Clay Township, Hamilton County, Indiana and City of Carmel, Indiana on July 30, 2002 and effective January 1, 2003, as amended from time to time; and

**WHEREAS**, pursuant to Section 4.1(d) of the Interlocal Agreement, the Park Board is vested with the power and duty to appoint a qualified person as Director/CEO of the Department, with the unanimous consent of the Mayor of the City of Carmel and the Clay Township Trustee, and fix the Director/CEO’s duties; and

**WHEREAS**, the Park Board is vested with the authority to exercise general supervision of and make rules for the employees of the Department; and

**WHEREAS**, the Park Board is vested with the authority to fix compensation of its officers and personnel; and

**WHEREAS**, the ad hoc Personnel Committee established by Park Board President Judith F. Hagan has reviewed protocols for establishing and determining the compensation for the Director/CEO.

**NOW, THEREFORE, BE IT RESOLVED** by the Carmel/Clay Board of Parks and Recreation the following protocols are hereby immediately upon adoption as set forth in Exhibit “A” attached hereto and incorporated herein by this reference.

**APPROVED AND ADOPTED** by the Carmel/Clay Board of Parks and Recreation this 12<sup>th</sup> day of November 2024, by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

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

Judith F. Hagan, President

_____	_____
Aye	Nay

Jenn Kristunas, Vice-President

_____	_____
Aye	Nay

Lin Zheng, Treasurer

_____	_____
Aye	Nay

Linus Rude, Secretary

<u>          </u>	<u>          </u>
Aye	Nay

Jonathan Blake

<u>          </u>	<u>          </u>
Aye	Nay

Katie Browning

<u>          </u>	<u>          </u>
Aye	Nay

James D. Garretson

<u>          </u>	<u>          </u>
Aye	Nay

Joshua A. Kirsh

<u>          </u>	<u>          </u>
Aye	Nay

Mark Westermeier

<u>          </u>	<u>          </u>
Aye	Nay

**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 November 12, 2024.

\_\_\_\_\_  
Judith F. Hagan, President

## EXHIBIT “A”

### CARMEL CLAY PARKS & RECREATION PROTOCOLS FOR DIRECTOR/CEO COMPENSATION

#### Purpose

To establish a structured approach for determining the compensation and annual pay increase for the Director of Parks and Recreation/CEO for Carmel Clay Parks & Recreation (CCPR). The goal is to ensure fair and competitive compensation to ensure CCPR is an employer of choice by considering market conditions, comparable organizations, and industry benchmarks.

#### Policy Statement

The annual pay increase for the Director shall be determined by balancing market competitiveness, budgetary considerations, and internal equity. The Carmel/Clay Board of Parks and Recreation shall evaluate the Director’s compensation based on:

- **Market Factors:** The economic conditions affecting wages, including inflation rates and labor market trends.
- **Comparable Organizations/Businesses:**
  - City of Carmel Department Head Comparisons: Compensation for the Director will be analyzed against similar department head roles within the City of Carmel to ensure alignment with municipal leadership standards.
  - Analysis of similar roles in comparable businesses.
- **Industry Benchmarks:** Pay rates from other park and recreation agencies with similar operations and high cost-recovery mandates, including national and regional comparisons.

#### Procedure for Annual Pay Review

1. **Annual Salary Survey:**
  - A salary survey shall be conducted annually by CCPR’s Administration & Planning team or an external consultant to assess competitive market rates.
  - The survey should include data from other City of Carmel department heads, comparable businesses, park and recreation agencies.
2. **Evaluation of Market Trends:**
  - The Board shall review current inflation trends, cost of living adjustments (COLA), and other relevant economic indicators.
3. **Performance Consideration:**
  - The Director’s performance, as measured by success in implementing the Comprehensive Parks and Recreation Master Plan and achieving cost-recovery goals, may influence the level of increase, in conjunction with market data.
4. **Budgetary Constraints:**
  - Any pay increase must align with CCPR’s approved budget and financial capacity for the upcoming fiscal year.
5. **Review and Approval:**
  - The proposed pay increase shall be presented to a committee established by the Board President for approval by December 31<sup>st</sup> each year.
  - The approved pay adjustment shall take effect at the start of the new fiscal year, unless otherwise approved by the Park Board President, applicable committee, or Park Board.

**Communication of Pay Adjustment**

The Director/CEO will be informed of any pay increase in writing following approval. This communication will include the new salary amount and the effective date of the change.



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

<small>PRESENTER</small> <b>Michael W. Klitzing, Director of Parks &amp; Recreation/CEO</b>	<small>ACTION REQUESTED</small> <b>Recommended Motion*</b>
<small>ITEM/SUBJECT</small> <b>Consideration of Resolution P-2024-002 Amending and Restating Rules of Park Operations</b>	
<small>DOLLAR AMOUNT/FUND</small> <b>N/A</b>	<small>MEETING DATE</small> <b>November 12, 2024</b>

### **SUMMARY:**

Provided for the Park Board's consideration are revised rules governing the use of park and recreation facilities by the public. Consistent with national accreditation standards, CCPR has reviewed and recommends edits and additions to the existing Rules of Park Operations, which were last amended in 2017. To ensure the amended rules, if adopted, are enforceable by law enforcement officers, the proposed resolution further requests the Carmel City Council to adopt the revised rules for inclusion within City Code. This would also help eliminate several existing variances that have been identified between the Park Board's rules and City Code.

A redline version of the proposed changes to City Code is provided for your reference. The redline document also includes proposed housekeeping edits to other subsections within Section 5 of City Code. Key revisions include the following:

- Clarifies parks are closed from sunset to sunrise. Exempts use of CCPR facilities. These were already changed within the rules, but never amended within City Code. Added use of City-designated alternative transportation routes and DORAs as permissible exemptions to closure hours.
- Adds use of alcohol within a DORA as an exception to the prohibition of use of alcohol within parks and greenways. This was already amended in City Code, but not in the rules. Also adds exemption for activity or event approved by CCPR, which was already included in the rules, but not previously amended within City Code.
- Grants CCPR authority to prohibit use of fire during an emergency, such as extremely dry conditions, among other reasons.
- Based on requests from the community, added rules and provisions regarding the scattering of human remains, which is permissible under Indiana law. The rules were modeled off National Park Service regulations.
- Specifies equines are prohibited in parks and greenways, unless used by law enforcement.
- Adds clarification the prohibition against pets excludes service animals in compliance with the Americans with Disabilities Act. This was already changed in rules, but never amended in City Code.
- Includes further clarifications regarding solicitation and commercial activities, which were previously included in the rules, but never updated in City Code.
- Given popularity of creek stomping and water play in Flowing Well Park, removes prohibition against swimming in creeks or rivers, unless posted as a "No Swimming" area. Clarifies such actions are at your own risk.

- Prohibits use of motorized boats or watercraft within CCPR lakes, ponds or creeks. Also prohibits use of non-motorized watercraft unless entering from a designated launch site. Prohibitions do not apply to White River. While currently no designated launch sites for non-motorized watercraft, allows us to add canoe/kayak/paddleboard launch sites if/where deemed appropriate in the future.
- Adds prohibition against use or discharge of firearm, projectile or explosive device, including fireworks, unless specifically allowed under federal, state or City law or with a permit issued by CCPR. This does not prohibit people from carrying firearms, which is explicitly permitted under Indiana law for most individuals.
- Explicitly prohibits the use of motorized vehicles on greenways, specifically citing golf carts. Before motorized vehicles were prohibited in parks except in designated areas, but clarified to ensure this prohibition includes greenways.
- Based on public complaints, established maximum speed of 15 miles per hour or posted speed limit for bikes within parks or greenways. This makes speed limit for bikes uniform on all sections of the Monon Greenway. Currently the middle section is 15 MPH, but outside the central portion, the limit increases to 20 MPH.
- Adds reference to assist mobility devices within City Code to mirror existing rules.
- Adds section restricting where drones may be flown within parks. Prohibits drones over an aquatic center, dog park, greenway, playground, or splashpad. Also prohibits use of drone to harass an animal or person.
- Prohibits abusive or lewd conduct, including unlawfully touching a person.
- Adds section on police and enforcement to City Code to bring alignment with existing rules. Also adds ability for law enforcement to issue fines for violation of rules, following practices adopted in Indianapolis and other communities.

If the Park Board would like to take time to review the proposed rule changes, adoption of the proposed resolution is not immediately time sensitive. It will, however, become critical to ensure congruence between the Park Board's rules and City Code before the Park Resource Officer program is staffed by the Carmel Police Department.

#### **RECOMMENDED MOTION:**

\* When the Park Board is ready to proceed...

"I move to approve Resolution P-2024-002."

**Statutory reference:**

*Parks in certain cities; authorization of ~~third~~second class cities to adopt by prior ordinance, see I.C., 36-10-4-1 through 36-10-4-40*

**§ 5-1 Authority to Operate.**

The City may establish, aid, maintain, and operate public parks, playgrounds, and recreation facilities and programs.  
(`91 Code, § 5-1)

**Statutory reference:**

*Cities to establish and maintain park facilities, see I.C., 36-10-2-2*

**§ 5-2 Governing State Law.**

The Park and Recreation Law found in I.C., 36-10-3-1 *et seq.*, governs operation of the Park and Recreation Department.  
(`91 Code, § 5-2)

**§ 5-3 Rules of Park Operations.**

(a) All applicable state, federal and local laws, including but not limited to, laws governing vandalism, nuisance, litter, animal/pet control, alcohol and drugs, will be enforced.

(b) The following rules are provided to supplement the laws and ensure a safe and nurturing experience while visiting the Carmel Clay Parks and Recreation system. When used in the rules, the word "Department" refers to the Carmel Clay Parks &and Recreation Department.

(1) *Park hours.*

      a) Except in emergency or unsafe conditions, ~~the~~ parks shall be open ~~one-half-hour before~~at sunrise and close ~~one-half-hour after~~at sunset.

      b) Visiting a park when it is closed is strictly prohibited, with the following exceptions:

          i. Using Department facilities located within a park during the facility's designated hours of operation.

          ii. ~~when~~ Attending an activity or event ~~is~~ scheduled or approved by the Department.

          iii. Traveling on an alternative transportation route as designated by the City or Department.

iv. Visiting a park located within any Designated Outdoor Refreshment Area during times of operation as specified within the applicable Designated Outdoor Refreshment Area ordinance.

(2) *Use of alcohol.* Containers of alcohol or beverages containing alcohol are strictly prohibited in parks and greenways with the following exceptions:, ~~on or along the Menon Greenway for any reason, except for~~

a) Any park or section of a the Menon Ggreenway sections that pass through located within any Designated Outdoor Refreshment Areas, and any alcohol consumption in such sections is subject to the applicable Designated Outdoor Refreshment Area ordinance.

b) For an activity or event scheduled or approved by the Department by vendor(s) who are required to have liquor liability insurance and all applicable permits and licenses required to conduct business and serve alcohol.

(3) *Use of glass containers.* Glass containers are strictly prohibited within parks.

(4) *Use of fire.*

a) A person may kindle, build, stoke, light, maintain or use a fire within any park, provided that the fire:

a) — i. Is contained in a fireplace or pedestal grill provided by the Department or other non-combustible container with sides and a bottom provided by park users. Any fire must be constructed of safe, appropriate, ordinary, natural and untreated materials, ~~Any fire outside of a building must be a minimum of six feet away from any building, facility or combustible vegetation~~ and continuously monitored and cared for from kindling to complete extinguishment by a competent person; or

b) — ii. Is in strict compliance with a specific permit issued by the Department. (Such as a campfire, prairie burn or bonfire for a specific group event.)

b) In the event of an emergency, the Department may prohibit the use of fire within any park.

(45) *Dealing with trash.*

a) It is strictly prohibited for any person to toss, drop, throw away, deposit, or otherwise discard ashes, coals, used matches, or smoking materials upon the ground, in waters or in trash containers within any park. All such matter shall be contained in a fireplace or other appropriate container designated for the deposit of such.

b) It is strictly prohibited for any person to bring litter (as that term is defined by the I.C., Title 14 entitled "Natural and Cultural Resources," as amended from time to time) into a park and to deposit the litter within the park or in a park trash container, except for garbage defined as paper goods, food wrappers, or food and beverage containers used in the park, in accord with the rules hereof.

(6) *Scattering cremated human remains.* A permit issued by the Department is required to scatter Cremated Human Remains ("cremains") within a park subject to the following:

a) Only human cremains may be scattered. The scattering of other remains is strictly prohibited.

b) Ashes must be fully refined with no detectible remains and shall not be distinguishable to the general public.

c) Scattering must result in the complete dispersal of ashes. Cremains may not be piled in one location or buried.

d) No rocks, vegetation or other natural resources shall be moved, stacked, cut or disturbed in any way.

e) No monument, memorial, plaque, structure, urn, photo or other commemorative item may be left at the site of disposal or anywhere within the park.

f) It is strictly prohibited to bring and/or leave any potted plants or dried flower arrangements, or any plant with seeds which may introduce non-native or invasive species to the natural environment. It is also strictly prohibited to plant any flower, tree, shrub or other vegetation in the park.

g) The dispersal of cremains shall be performed in a discrete manner. Access to the park and dispersal location shall remain open to the public and shall not interfere with normal visitor activity in any manner.

h) The area of dispersal of any cremains shall not be treated as sacred or as a burial ground or cemetery. Park use, operation, programming, and development shall continue without regard to the presence of the cremains.

(57) *Dealing with animals.*

a) It is strictly prohibited for any person within a park to kill, wound, hunt, trap, shoot, throw rocks or missiles at, chase, molest, provoke or remove any feral mammal, reptile, amphibian or bird, or to remove the young of any such mammal or the eggs or young of any such reptile, amphibian, or bird, or to knowingly buy, receive, have in **his** possession, sell or give away any such mammal, reptile, amphibian, bird, or egg so killed or taken within any park. This does not prohibit the harvesting for personal use of

appropriate amounts of fish by fishing methods which are continuously attended and monitored and do not exceed the State of Indiana regulated amounts.

b) It is strictly prohibited for any person to bring into or possess within any park a pet or other domesticated animal, unless the pet or other domesticated animal is either:

i. Continuously restrained by a firmly held or attached non-retractable leash that is of sufficient length, but not longer than six feet; or

ii. Secured in a fully enclosed confinement container; or

iii. Within a specifically designated and posted "Pet Exercise Area" or "Dog Park" in compliance with any posted rules at such site; or

iv. Not designated by an ordinance of the City or Board of Commissioners of Hamilton County, Indiana, as a dangerous animal.

c) Equines are strictly prohibited in any parks ~~and~~ ~~q~~Greenways unless used by a law enforcement officer while performing official duties.

ed) It is strictly prohibited for any person within any park to fail to pick up and properly dispose of the waste of their pet either in an appropriate litter container in the park or elsewhere. Pet owners must have and use a container or device for the holding of their pet's waste while they are in a park, on a trail or a qGreenway.

de) It is strictly prohibited for any person to bring or possess any pet or other animal inside any park building or other park site that is specifically designated and posted as a "No Pets" area. This does not prohibit an individual with a disability from being accompanied by a service animal that has been individually trained to do work or perform tasks for the individual in accordance with the Americans with Disabilities Act.

ef) It is strictly prohibited for any person knowingly to cause or direct the abandonment or unlimited release in any park of any animal except in accord with a specific permit issued by the Department.

(689) *Dealing with vegetation and natural material.*

a) It is strictly prohibited for any person to harvest, collect, dig up, cut, trim, break, set fire to, disturb, or otherwise damage any vegetation or tree within any park. It is permissible to harvest ripe fruit, nuts, or mushrooms in amounts appropriate for immediate consumption or use by the person or his family, except in areas specifically designated and posted as "No Harvest" areas.

b) It is strictly prohibited for any person knowingly to plant, deposit, cultivate, or place within any park any vegetation or seed thereof, except in accord with a specific permit issued by the Department.



c) It is strictly prohibited for any person to displace, excavate, carry away, otherwise remove or modify the arrangement of any soil, sand, gravel, stone, rock, asphalt, or other ground surface material within any park, except in accord with a specific permit issued by the Department.

(7940) *Dealing with solicitation and commercial activities.*

a) It is strictly prohibited for any person within any park to sell, advertise or promote publicly any services, good or materials, including commercial products, except in accord with a specific permit or agreement issued by the Department and in compliance with all applicable local and state laws and Department policies.

b) It is strictly prohibited for any person within a park to photograph for promotion or sale any commercial product or commercial event, except in accord with a specific permit issued by the Department.

c) It is strictly prohibited for any person or entity to use any park for the purpose of generating revenue without a specific permit or agreement issued by the Department and in compliance with local and state laws and Department policies.

(104) *Dealing with specific activities.*

a) It is strictly prohibited for any person within any park to engage in hang gliding, rappelling from towers, or any use of the trees, towers or other structures for technical climbing activities or the placement of swings, tires, etc.

eb) It is strictly prohibited for any person within any park to pitch or maintain a tent or other improvised shelter for the purpose of overnight camping, except in accord with a permit issued by the Department.

ec) It is strictly prohibited for any person ~~within any park~~ to swim in any lakes, or ponds ~~or rivers~~ within ~~the jurisdiction of the Department~~ any park. Unless posted as a "No Swimming" area, swimming or wading is permitted in creeks and rivers at your own risk.

d) It is strictly prohibited for any person to use a motorized boat or watercraft in any lake, pond or creek located within any park except Department personnel or authorized contractors for the purpose of maintaining the body of water.

e) Unless entering from a designated launch site, it is strictly prohibited for any person to use a non-motorized boat, canoe, kayak, paddle board, or similar watercraft in any lake, pond or creek within any park except for an activity or event planned or approved by the Department.

f) It is strictly prohibited for any person within any park to use or erect such equipment as booths, air-filled devices, and tethered items such as hot-air balloons, except in accord with a specific permit issued by the Department.

g) It is strictly prohibited for any person within any park to erect any sign, poster, or banner, except in accord with a specific permit issued by the Department.

h) Except as specifically allowed under applicable federal, state or City law and/or in accord with a permit issued by the Department, the use or discharge of any firearm, projectile or other explosive device, including fireworks, is strictly prohibited in any park.

i) Except as otherwise specifically authorized in writing by the appropriate entity, no adjoining property owner, occupant, manager, or person in actual control of real property adjoining property owned or managed by the Department may encroach upon park property.

~~(8112)~~ *Use of vehicles and bicycles.*

a) It shall be strictly prohibited for any person within any park or greenway to operate a motorized vehicle as defined in Carmel City Code §6-63, including but not limited to a golf cart, snowmobile, ORV (Off-Road Vehicle), ATV (~~All All~~-Terrain Vehicle), minibike, moped, motorized scooter or motorcycle off-road ~~or ride a horse off-road~~ except in those areas specifically designed and/or designated for such use.

b) It is strictly prohibited for any person within any park to operate any vehicle within a park boundary at a speed in excess of twenty (20) miles per hour.

c) Bicycles shall not exceed the lesser of ~~twentyfive~~ (1520) miles per hour or the posted speed limit within any park or greenway. Racing activity is strictly prohibited upon any trail designed for bicycle and pedestrian use. In-line skaters, skateboarders, and bicycles shall yield to pedestrians. Bicycles shall yield to all trail users.

d) No person shall cause or permit any vehicle under his control to obstruct traffic or access to gates or to enter or leave a park except at established entrances or exits. All vehicles shall be operated on roadways specifically designated for vehicular traffic.

~~—(9)—~~ *Parking.*

ae) It is strictly prohibited for any person within any park to park a vehicle in an area other than a designated parking area. No person shall park a vehicle in an area designated as "Unloading Only" and leave the same unattended for a period exceeding ten (10) minutes. No person shall leave a vehicle overnight in a parking area, except in accord with a specific permit issued by the Department. No one shall park in a parking space designated for a person with disabilities without a disability parking placard or license plate from the Indiana Bureau of Motor Vehicles.



f) Nothing within this section should be construed to prohibit personal assistive mobility devices as defined by Indiana Code within parks or greenways. Such devices may be used in compliance with the Americans with Disabilities Act and all applicable federal, state, and City laws.

(123) Use of drones. The use of unmanned aerial vehicles, also referred to as drones, are permitted only in open areas of parks with the following conditions:

a) It is strictly prohibited to fly a drone over an aquatic center, dog park, greenway, playground, or splash pad without a permit issued by the Department.

b) It is strictly prohibited to use a drone to harass an animal or person.

c) Drone operators must comply with all applicable federal, state, and City laws and regulations.

(134) Use of park facilities.

ba) It is strictly prohibited for any person within any park to use or occupy any park shelter or facility while posted as "reserved" for ~~asome~~ specific organized function or group of persons. Such reservations may be subject to a fee established by the Park Board.

eb) It is strictly prohibited for any person within any park to enter any park area or facility without payment if the Park Board ~~or Department~~ has established a fee for entrance, except those employees or guests granted permission by the Department.

~~(40145) Smoking in enclosed buildings and use of tobacco products. There shall be no smoking in any enclosed building within any park facility.~~ The use and sale of tobacco products, including but not limited to smoking and vaping, is strictly prohibited in all parks.

(15) No abusive or lewd conduct. No unlawful, threatening, abusive, profane, lewd or indecent language, gesture or conduct shall be permitted in or in the vicinity of any park property, nor shall any person who is lawfully at any such place be so annoyed or unlawfully touched.

(16) Police and enforcement.

a) It is strictly prohibited for any person within any park to disobey an order or interfere with the duty of a law enforcement officer or any park employee once they have identified themselves.

b) It is strictly prohibited for any person within any park to disobey or disregard these Rules of Park Operations or any notices, prohibitions, instructions, or directions

posted on any park sign. This includes, but is not limited to, the rules and regulations for shelters, pavilions, "No Pet" areas and "Pet Exercise" areas, playground areas or recreation areas.

c) Any person who violates any provision of these Rules of Park Operations shall be guilty of an infraction punishable by a fine not exceeding \$100 for a first violation; not exceeding \$250 for a second violation within one (1) year; and not exceeding \$500 for each additional violation within one (1) year. Fines under these Rules of Park Operations shall not apply if the prohibited conduct is the subject of a criminal proceeding under any applicable state or federal law or is the basis for revocation of any conditions of parole or probation.

(Ord. D-1300-97, § 1-5, 6-2-97; Ord. D-1466-00, 7-17-00; Ord. D-2716-24, 8-5-24)

#### **§ 5-4 Collection of Carmel/Clay Department of Parks and Recreation User Fees.**

(a) The Carmel/Clay Board of Parks and Recreation may, as permitted by law, establish user fees for its programs and services provided.

(b) The Carmel/Clay Department of Parks and Recreation ("Parks Department") may submit its delinquent user fee accounts and any unpaid fines levied to the City of Carmel Office of Corporation Counsel ("Corporation Counsel") for collection. ~~to the Carmel City Attorney for collection.~~ Submission of same for collection shall entitle the Parks Department to recover the amount of the delinquent user fees plus reasonable attorney's fees, court costs and any other expenses incurred by the Parks Department and/or the Corporation Counsel in the collection process. ~~the City Attorney in the collection process.~~ An action to recover delinquent user fees may be filed in any court of competent jurisdiction.

(c) All monies recovered pursuant to this section shall be first used to reimburse any collection costs and expenses incurred by Corporation Counsel ~~the City Attorney~~, and the remainder may be used by the Parks Department for any lawful purpose.

(Ord. D-2001-10, As Amended, 9-20-10)

#### **§§ 5-5 through 5-9 Reserved for Future Use.**

**RESOLUTION NO. P-2024-002**

**A RESOLUTION OF THE CARMEL/CLAY BOARD OF PARKS AND RECREATION  
AMENDING AND RESTATING RULES OF PARK OPERATIONS**

**WHEREAS**, the Carmel/Clay Board of Parks and Recreation (the “Park Board”) is a political subdivision created and authorized to administer the Carmel/Clay Department of Parks and Recreation (the “Department”) pursuant to that certain agreement entitled “Interlocal Cooperation Agreement” signed by the respective authorized officials of Clay Township, Hamilton County, Indiana and City of Carmel, Indiana on July 30, 2002 and effective January 1, 2003, as amended from time to time; and

**WHEREAS**, pursuant to Indiana Code Sections 36-10-3-10(a)(2) and 36-10-7.5-6(2), and Section 4.1(b) of the Interlocal Cooperation Agreement, the Park Board is vested with the power and duty to establish rules governing the use of park and recreation facilities by the public; and

**WHEREAS**, it is the Park Board’s practice to periodically review and revise the Rules of Park Operations (the “Rules”) to best address the appropriate use of park and recreation facilities for the benefit and safety of the Carmel Clay community; and

**WHEREAS**, it is imperative to have the Rules as established by the Park Board included within the Carmel City Code to ensure law enforcement officers have the authority to enforce the Rules and issue citations, when circumstances warrant; and

**WHEREAS**, the Park Board requests the Common Council of the City of Carmel to amend and restate the Rules within Carmel City Code Section 5-3.

**NOW, THEREFORE, BE IT RESOLVED** by the Carmel/Clay Board of Parks and Recreation the following Rules of Park Operations shall be amended and restated as set forth in Exhibit “A” attached hereto and incorporated herein by this reference.

**FURTHER RESOLVED**, the amended and restated Rules of Park Operations shall become effective upon adoption by the Common Council of the City of Carmel.

**APPROVED AND ADOPTED** by the Carmel/Clay Board of Parks and Recreation this 12<sup>th</sup> day of November 2024, by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

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

Judith F. Hagan, President

_____	_____
Aye	Nay

Jenn Kristunas, Vice-President

_____	_____
Aye	Nay

Lin Zheng, Treasurer

            
Aye

            
Nay

Linus Rude, Secretary

            
Aye

            
Nay

Jonathan Blake

            
Aye

            
Nay

Katie Browning

            
Aye

            
Nay

James D. Garretson

            
Aye

            
Nay

Joshua A. Kirsh

            
Aye

            
Nay

Mark Westermeier

            
Aye

            
Nay

#### **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 November 12, 2024.

\_\_\_\_\_  
Judith F. Hagan, President

## **EXHIBIT “A”**

### **CARMEL CLAY PARKS & RECREATION RULES OF PARK OPERATIONS**

(a) All applicable state, federal and local laws, including but not limited to, laws governing vandalism, nuisance, litter, animal/pet control, alcohol and drugs, will be enforced.

(b) The following rules are provided to supplement the laws and ensure a safe and nurturing experience while visiting the Carmel Clay Parks and Recreation system. When used in the rules, the word “Department” refers to the Carmel Clay Parks & Recreation Department.

#### **(1) *Park hours.***

a) Except in emergency or unsafe conditions, parks shall be open at sunrise and close at sunset.

b) Visiting a park when it is closed is strictly prohibited with the following exceptions:

i. Using Department facilities located within a park during the facility’s designated hours of operation.

ii. Attending an activity or event scheduled or approved by the Department.

iii. Traveling on an alternative transportation route as designated by the City or Department.

iv. Visiting a park located within any Designated Outdoor Refreshment Area during times of operation as specified in the applicable Carmel Designated Outdoor Refreshment Area ordinance.

(2) *Use of alcohol.* Containers of alcohol or beverages containing alcohol are strictly prohibited in parks and greenways with the following exceptions:

a) Any park or section of a greenway located within a Designated Outdoor Refreshment Area, and any alcohol consumption is subject to the applicable Designated Outdoor Refreshment Area ordinance.

b) For an activity or event scheduled or approved by the Department by vendor(s) who are required to have liquor liability insurance and all applicable permits and licenses required to conduct business and serve alcohol.

(3) *Use of glass containers.* Glass containers are strictly prohibited within parks.

#### **(4) *Use of fire.***

a) A person may kindle, build, stoke, light, maintain or use a fire within any park, provided that the fire:

i. Is contained in a fireplace or pedestal grill provided by the Department. Any fire must be constructed of safe, appropriate, ordinary, natural and untreated materials, and continuously monitored and cared for from kindling to complete extinguishment by a competent person; or

ii. Is in strict compliance with a specific permit issued by the Department. (Such as a campfire, prairie burn or bonfire for a specific group event.)

b) In the event of an emergency, including extremely dry or drought conditions, the Department may prohibit the use of fire within any park.

**(5) *Dealing with trash.***

a) It is strictly prohibited for any person to toss, drop, throw away, deposit, or otherwise discard ashes, coals, used matches, or smoking materials upon the ground, in waters or in trash containers within any park. All such matter shall be contained in a fireplace or other appropriate container designated for the deposit of such.

b) It is strictly prohibited for any person to bring litter (as that term is defined in Indiana Code §14-15-2-8 as amended from time to time) into a park and to deposit the litter within the park or in a park trash container, except for garbage defined as paper goods, food wrappers, or food and beverage containers used in the park, in accord with the rules hereof.

**(6) *Scattering cremated human remains.*** A permit issued by the Department is required to scatter Cremated Human Remains (“cremains”) within a park subject to the following:

a) Only human cremains may be scattered. The scattering of other remains is strictly prohibited.

b) Ashes must be fully refined with no detectible remains and shall not be distinguishable to the general public.

c) Scattering must result in the complete dispersal of ashes. Cremains may not be piled in one location or buried.

d) No rocks, vegetation or other natural resources shall be moved, stacked, cut or disturbed in any way.

e) No monument, memorial, plaque, structure, urn, photo or other commemorative item may be left at the site of disposal or anywhere within the park.

f) It is strictly prohibited to bring and/or leave any potted plants or dried flower arrangements, or any plant with seeds which may introduce non-native or invasive species to the natural environment. It is also strictly prohibited to plant any flower, tree, shrub or other vegetation in the park.

g) The dispersal of cremains shall be performed in a discrete manner. Access to the park and dispersal location shall remain open to the public and shall not interfere with normal visitor activity in any manner.

h) The area of dispersal of any cremains shall not be treated as sacred or as a burial ground or cemetery. Park use, operation, programming, and development shall continue without regard to the presence of the cremains.

*(7) Dealing with animals.*

a) It is strictly prohibited for any person within a park to kill, wound, hunt, trap, shoot, throw rocks or missiles at, chase, molest, provoke or remove any feral mammal, reptile, amphibian or bird, or to remove the young of any such mammal or the eggs or young of any such reptile, amphibian, or bird, or to knowingly buy, receive, have in possession, sell or give away any such mammal, reptile, amphibian, bird, or egg so killed or taken within any park. This does not prohibit the harvesting for personal use of appropriate amounts of fish by fishing methods which are continuously attended and monitored and do not exceed the State of Indiana regulated amounts.

b) It is strictly prohibited for any person to bring into or possess within any park a pet or other domesticated animal, unless the pet or other domesticated animal is either:

i. Continuously restrained by a firmly held or attached non-retractable leash that is of sufficient length, but not longer than six feet; or

ii. Secured in a fully enclosed confinement container; or

iii. Within a specifically designated and posted "Pet Exercise Area" or "Dog Park" in compliance with any posted rules at such site; or

iv. Not designated by an ordinance of the City or Board of Commissioners of Hamilton County, Indiana, as a dangerous animal.

c) Equines are strictly prohibited in any park or greenway unless used by a law enforcement officer while performing official duties.

d) It is strictly prohibited for any person within any park to fail to pick up and properly dispose of the waste of their pet either in an appropriate litter container in the park or elsewhere. Pet owners must have and use a container or device for the holding of their pet's waste while they are in a park, on a trail or a greenway.

e) It is strictly prohibited for any person to bring or possess any pet or other animal inside any park building or other park site that is specifically designated and posted as a "No Pets" area. This does not prohibit an individual with a disability from being accompanied by a service animal that has been individually trained to do work or perform tasks for the individual in accordance with the Americans with Disabilities Act.

f) It is strictly prohibited for any person knowingly to cause or direct the abandonment or unlimited release in any park of any animal except in accord with a specific permit issued by the Department.

*(8) Dealing with vegetation and natural material.*

a) It is strictly prohibited for any person to harvest, collect, dig up, cut, trim, break, set fire to, disturb, or otherwise damage any vegetation or tree within any park. It is permissible to harvest ripe fruit, nuts, or mushrooms in amounts appropriate for immediate consumption or use by the person or the person's family, except in areas specifically designated and posted as "No Harvest" areas.

b) It is strictly prohibited for any person knowingly to plant, deposit, cultivate, or place within any park any vegetation or seed thereof, except in accord with a specific permit issued by the Department.

c) It is strictly prohibited for any person to displace, excavate, carry away, otherwise remove or modify the arrangement of any soil, sand, gravel, stone, rock, asphalt, or other ground surface material within any park, except in accord with a specific permit issued by the Department.

*(9) Dealing with solicitation and commercial activities.*

a) It is strictly prohibited for any person within any park to sell, advertise or promote publicly any services, good or materials, including commercial products, except in accord with a specific permit or agreement issued by the Department and in compliance with all applicable local and state laws and Department policies.

b) It is strictly prohibited for any person within a park to photograph for promotion or sale any commercial product or commercial event, except in accord with a specific permit issued by the Department.

c) It is strictly prohibited for any person or entity to use any park for the purpose of generating revenue without a specific permit or agreement issued by the Department and in compliance with local and state laws and Department policies.

*(10) Dealing with specific activities.*

a) It is strictly prohibited for any person within any park to engage in hang gliding, rappelling from towers, or any use of the trees, towers or other structures for technical climbing activities or the placement of swings, tires, etc.

b) It is strictly prohibited for any person within any park to pitch or maintain a tent or other improvised shelter for the purpose of overnight camping, except in accord with a permit issued by the Department.



c) It is strictly prohibited for any person to swim in any lake or pond within any park. Unless posted as a "No Swimming" area, swimming or wading is permitted in creeks and rivers at your own risk.

d) It is strictly prohibited for any person to use a motorized boat or watercraft in any lake, pond or creek located within any park except Department personnel or authorized contractors for the purpose of maintaining the body of water.

e) Unless entering from a designated launch site, it is strictly prohibited for any person to use a non-motorized boat, canoe, kayak, paddle board, or similar watercraft in any lake, pond or creek within any park except for an activity or event planned or approved by the Department.

f) It is strictly prohibited for any person within any park to use or erect such equipment as booths, air-filled devices, and tethered items such as hot-air balloons, except in accord with a specific permit issued by the Department.

g) It is strictly prohibited for any person within any park to erect any sign, poster, or banner, except in accord with a specific permit issued by the Department.

h) Except as specifically allowed under applicable federal, state or City law and/or in accord with a permit issued by the Department, the use or discharge of any firearm, projectile or other explosive device, including fireworks, is strictly prohibited in any park.

i) Except as otherwise specifically authorized in writing by the appropriate entity, no adjoining property owner, occupant, manager, or person in actual control of real property adjoining property owned or managed by the Department may encroach upon park property.

**(11) *Use of vehicles and bicycles.***

a) It shall be strictly prohibited for any person within any park or greenway to operate a motorized vehicle as defined in Carmel City Code §6-63, including but not limited to a golf cart, snowmobile, ORV (Off-Road Vehicle), ATV (All-Terrain Vehicle), minibike, moped, motorized scooter or motorcycle off-road except in those areas specifically designed and/or designated for such use.

b) It is strictly prohibited for any person within any park to operate any vehicle within a park boundary at a speed in excess of twenty (20) miles per hour.

c) Bicycles shall not exceed the lesser of fifteen (15) miles per hour or the posted speed limit within any park or greenway. Racing activity is strictly prohibited upon any trail designed for bicycle and pedestrian use. In-line skaters, skateboarders, and bicycles shall yield to pedestrians. Bicycles shall yield to all trail users.

d) No person shall cause or permit any vehicle under the person's control to obstruct traffic or access to gates or to enter or leave a park except at established entrances or exits. All vehicles shall be operated on roadways specifically designated for vehicular traffic.

e) It is strictly prohibited for any person within any park to park a vehicle in an area other than a designated parking area. No person shall park a vehicle in an area designated as “Unloading Only” and leave the same unattended for a period exceeding ten (10) minutes. No person shall leave a vehicle overnight in a parking area, except in accord with a specific permit issued by the Department. No one shall park in a parking space designated for a person with disabilities without a disability parking placard or license plate from the Indiana Bureau of Motor Vehicles.

f) Nothing within this section should be construed to prohibit personal assistive mobility devices as defined by Indiana Code within parks or greenways. Such devices may be used in compliance with the Americans with Disabilities Act and all applicable federal, state, and City laws.

(12) *Use of drones.* The use of unmanned aerial vehicles, also referred to as drones, are permitted only in open areas of parks with the following conditions:

a) It is strictly prohibited to fly a drone over an aquatic center, dog park, greenway, playground, or splash pad without a permit issued by the Department.

b) It is strictly prohibited to use a drone to harass an animal or person.

c) Drone operators must comply with all applicable federal, state, and City laws and regulations.

(13) *Use of park facilities.*

a) It is strictly prohibited for any person within any park to use or occupy any park shelter or facility while posted as “reserved” for a specific organized function or group of persons. Such reservations may be subject to a fee established by the Park Board.

b) It is strictly prohibited for any person within any park to enter any park area or facility without payment if the Park Board or Department has established a fee for entrance, except those employees or guests granted permission by the Department.

(14) *Smoking and use of tobacco products.* The use and sale of tobacco products, including but not limited to smoking and vaping, is strictly prohibited in all parks.

(15) *No abusive or lewd conduct.* No unlawful, threatening, abusive, profane, lewd or indecent language, gesture or conduct shall be permitted in or in the vicinity of any park property, nor shall any person who is lawfully at any such place be so annoyed or unlawfully touched.

(16) *Police and enforcement.*

a) It is strictly prohibited for any person within any park to disobey an order or interfere with the duty of a law enforcement officer or any park employee once they have identified themselves.

b) It is strictly prohibited for any person within any park to disobey or disregard these Rules of Park Operations or any notices, prohibitions, instructions, or directions posted on any park sign.

This includes, but is not limited to, the rules and regulations for shelters, pavilions, “No Pet” areas and “Pet Exercise” areas, playground areas or recreation areas.

c) Any person who violates any provision of these Rules of Park Operations shall be guilty of an infraction punishable by a fine not exceeding \$100 for a first violation; not exceeding \$250 for a second violation within one (1) year; and not exceeding \$500 for each additional violation within one (1) year. Fines under these Rules of Park Operations shall not apply if the prohibited conduct is the subject of a criminal proceeding under any applicable state or federal law or is the basis for revocation of any conditions of parole or probation.

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

PRESENTER <b>Michael W. Klitzing, Director of Parks &amp; Recreation/CEO</b>	ACTION REQUESTED <b>Recommended Motion</b>
ITEM/SUBJECT <b>Consideration of Park Resource Officer Agreement</b>	
DOLLAR AMOUNT/FUND	MEETING DATE <b>November 12, 2024</b>

**SUMMARY:**

Both the 2024 and 2025 General Fund budgets as approved by the Park Board and City Council include \$320,000 for the development and implementation of the Park Resource Officer program in collaboration with the Carmel Police Department (CPD). Modeled off the successful School Resource Officer program between CPD and Carmel Clay Schools, this program will fund two full-time sworn Carmel Police Officers that will be embedded within the park system and based out of the Monon Community Center (MCC). The officers will not report to management but will work closely with Carmel Clay Parks & Recreation (CCPR) to enhance safety and educate the public while visiting our departments parks, greenways, and facilities.

The provided draft agreement between the City of Carmel and Park Board was reviewed by Park Board's legal counsel and has been provided to Corporation Counsel for the City. In order for CCPR to use 2024 appropriations to fund the purchase of necessary equipment required for the Officers, such as new vehicles, we need to ensure this agreement is approved as soon as possible by the Park Board and the Board of Public Works. For the sake of expediency with just over a month left in the current year, staff recommends authorizing the Director/CEO to negotiate and execute the agreement with the City.

**RECOMMENDED MOTION:**

"I move to grant the Director/CEO authority to negotiate and execute a Park Resource Officer Agreement with the City of Carmel in a form substantially similar to the provided draft with the consent of the Park Board President and legal counsel."

## **PARK RESOURCE OFFICER AGREEMENT**

**This Park Resource Officer Agreement (“Agreement”)** is hereby entered into by and between the Carmel/Clay Board of Parks and Recreation (“**Park Board**”), and the City of Carmel, Indiana, by and through its Board of Public Works and Safety (“**City**”) (Park Board and City collectively the “**Parties**” and individually a “**Party**”).

**WHEREAS**, the Park Board seeks to establish a Park Resource Officer (“**PRO**”) program to enhance the safety and security of its parks, greenways, and recreation facilities within the City of Carmel; and

**WHEREAS**, the Park Board desires PROs to serve as liaisons between Carmel Clay Parks & Recreation (“**CCPR**”) and the Carmel Police Department (“**CPD**”), focusing on community engagement, crime prevention, and emergency response within park properties; and

**WHEREAS**, the Park Board desires to contract with the City for the law enforcement services, and the City desires to provide to the Park Board the law enforcement services specified herein, under and pursuant to the terms and conditions set forth in this Agreement and the Interlocal Cooperation Agreement by and between the City and Clay Township of Hamilton County, Indiana dated July 26, 2002 (as amended or replaced, the “**Interlocal Agreement**”); and

**NOW, THEREFORE**, in consideration of the foregoing Recitals, and the covenants and conditions set forth herein, the Park Board and City enter into this Agreement and mutually agree as follows:

1. **Recitals.** The forgoing Recitals are incorporated herein by this reference.
2. **Term.** The term of this agreement shall be for one (1) year, starting on January 1, 2025, and ending on December 31, 2025, inclusive. Notwithstanding the above, this Agreement may be terminated by either party upon thirty (30) days prior written notice to the other. Unless so terminated, this Agreement shall automatically renew from calendar year to calendar year.
3. **Consideration.** Park Board shall pay toward the services of PROs as agreed upon by the two parties. Payment for the consideration required by this Agreement shall be due within forty-five (45) days following Park Board’s receipt of an itemized invoice for such services from City. The Parties acknowledge that the yearly operating budget for Park Board’s funding of PROs shall be included in Park Board’s budget appropriation from the City’s Common Council. City further acknowledges and agrees that should City fail to fund Park Board’s yearly operating budget for PROs, Park Board shall have the right to terminate this agreement by providing written notice to City.
4. **Law Enforcement Services.** City will provide Park Board with a number of PROs, agreed upon by both parties, to be available pursuant the following terms and conditions:
  - a. City shall make its assigned PROs available for duty at their assigned location each day, except for the following:

- i. In response to emergency police activities;
  - ii. To attend CPD training or other administrative duties;
  - iii. Other necessary temporary assignments as deemed necessary by the designated PRO City Police Department Supervisor.
- b. PROs shall conduct regular patrols and monitoring of park properties to deter criminal activity and respond to incidents as needed.
- c. PROs shall engage with park, greenway and recreation facility visitors through various means including educational programs, safety workshops, and community events to promote public safety.
- d. PROs shall respond promptly to any emergencies, crimes, or incidents reported within parks, greenways or facilities.
- e. CPD shall provide regular reports to CCPR on incidents, safety concerns, and the overall effectiveness of the PRO program.
- f. The assigned PROs shall be full-time employees of the City, and their weekly schedule will be mutually agreed upon by City and Park Board.
- g. The assigned PROs shall follow CPD policy regarding uniform use.
- h. Park Board shall provide the assigned PROs with such office space and other resources as are reasonably necessary for them to carry out their assigned duties. This shall include access to CCPR programs or databases to be used in conjunction with the PRO's law enforcement duties. Confidentiality of the data shall be maintained and not used for non-law enforcement purposes.
- i. The primary role of a PRO is for safety and enforcement. A PRO shall not be assigned any supervisory duties over CCPR staff nor assigned roles primarily staffed by CCPR employees (i.e., customer service desk, concessions, water park entry staff, etc.). If there is an unusual/temporary problem in one of these areas, the officers may, in their sole discretion or pursuant to an order from their supervisory officer, assist employees until the problem is resolved or other assistance arrives.
- j. PROs shall be available to assist and advise CCPR staff but cannot enforce Park Rules that are not supported by City Ordinance or State Statute.
- k. PROs shall provide informational in-services as a general resource for CCPR staff on issues related to overall safety.

1. All assigned officers shall assist CCPR officials in emergency response planning and review.

5. **Training.** CPD shall provide specialized training for PROs to equip them with the skills necessary for working within the park environment, including community policing, conflict resolution, and emergency response training. Additionally, the parties agree to the following:

- a. On an annual basis, the Park Board shall send one or more PROs to a specialized training opportunity for law enforcement in a park setting, such as conferences or seminars provided by the Park Law Enforcement Association. The Park Board shall pay all reasonable expenses associated with their travel, lodging, conference fees, and meals related to conference attendance consistent with Park Board policy. The number of officers attending these conferences shall be agreed upon by both Parties.
- b. PROs will assist CCPR in joint training initiatives, including but not limited to:
  - i. Emergency management;
  - ii. Risk management;
  - iii. General security.

6. **Communication.** CPD and CCPR shall establish a direct line of communication between the PROs and CCPR staff. CCPR staff and PROs shall conduct regular, recurring meetings to discuss program progress, address concerns, and plan future initiatives. When criminal activity is suspected, assigned officers will take appropriate steps consistent with laws and CPD regulations. Unless circumstances or legal duties prevent it, the officers shall advise CCPR management regarding responses to suspected criminal activity.

7. **Evaluation.** A system for evaluating the effectiveness of the PRO program shall be implemented, including surveys from park visitors, and analysis of statistics collected by CCPR and CPD. An annual review of the program shall be conducted to make necessary adjustments to improve effectiveness.

8. **Customer Service.** CPD acknowledges CCPR staff are trained in facilitating day to day operations of parks and facilities, highly trained and capable of handling customer disputes, and skilled at initiating appropriate disciplinary actions for program participants and facility users in accordance with Park Rules and CCPR policy. PROs shall not engage in these situations unless the situation escalates and poses an imminent threat to staff or the community or is specifically requested by CCPR staff. PROs will be available to advise and assist CCPR staff where appropriate.

9. **Business Relationship.** Park Board and City enter into this Agreement for contractual law enforcement services only. All PROs are City employees and subject to City control and supervision. In this regard, these offices must follow the current operating procedures,

rules, and regulations of the CPD, including attendance at all mandated training and testing in order to maintain Indiana law enforcement officer certifications. PRO officers are not Park Board employees. Therefore, the Parties' relationship is neither a partnership nor joint venture, and the Parties hereto shall not make representations that they are in a partnership or joint venture.

10. **Assignment.** Except as otherwise provided by this Agreement or the Interlocal Agreement, neither Party hereto may transfer or assign this Agreement without the prior written consent of the other Party.

11. **Insurance.** Each Party shall maintain comprehensive general liability insurance during the term of this Agreement. Each Party's respective policy is to contain, or be endorsed to contain, the following provisions: (i) an endorsement naming the other Party to this Agreement as an additional insured with respect to liability or damages arising out of the services contracted for under this Agreement; (ii) state that the Party's coverage is primary and that any coverage maintained by the other part to this Agreement shall be secondary and non-contributory to claims or damages arising from the services contracted for under this Agreement and (iii) shall include cross liability or severability of interest clauses. Each Party shall provide a copy of its insurance policy, upon request, to the other Party. Prior to providing any services pursuant to this Agreement, the City shall provide the Board with an ACORD certificate of insurance providing for the foregoing coverage.

12. **Indemnification.** Each Party agrees to indemnify, defend, and hold harmless the other Party, as well as its officials, officers, agents, employees, assignees, attorneys and volunteers, from any liability, loss, injury, or damage to person or property (including death) that each may suffer as a result of claims, demands, costs, or judgements, including the payment or reimbursement of legal fees, and litigation expenses, that arise out of the indemnifying party's actions or inactions under or pursuant to this Agreement. Each Party, as an indemnified party, shall have the right to accept or reject any legal representation the indemnifying party proposed to defend the indemnified party.

13. **Legal Fees.** In the event a lawsuit or other action is brought by either Party hereto to clarify or enforce any of this Agreement's terms, each Party shall bear its own expenses, including legal fees and costs.

14. **No Third-Party Beneficiaries.** By entering into the Agreement, this parties do not intend to confer a benefit on a third party, except as expressly set forth herein.

15. **Applicable Law.** The Agreement shall be interpreted, construed, and enforced pursuant to, and in accordance with, Indiana law. The Parties consent to venue in the courts with jurisdiction in Hamilton County, Indiana.

16. **Entire Agreement.** The Agreement constitutes the entire agreement between the Park Board and the City regarding the subject matter hereof, and supersedes all prior negotiations, agreements or representations related hereto, whether oral or written.



17. **Amendments.** This Agreement may be amended or modified only through a written document signed by both Parties.

18. **Waivers.** The waiver by either Party of any breach or other violation of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or other provision of this Agreement.

19. **Duty to Cure.** If any provision of this Agreement, or the application of such provision to any person or circumstance, is deemed invalid by a court of competent jurisdiction, then the Parties hereto shall negotiate in good faith an amendment to cure such invalidity. In the event an amended agreement is not reached, the remainder of this Agreement, or the application of such provision to person or circumstances other than those as to which it is held invalid, shall not be affected thereby.

**IN WITNESS WHEREOF,** the Parties have caused this Agreement to be executed by their duly authorized representatives, and the same shall become effective according to its terms on and after the date on which it is last signed by a party hereto.

Carmel/Clay Board of Parks and Recreation ("Park Board")

By: \_\_\_\_\_  
Michael W. Klitzing  
Director of Parks and Recreation/CEO

Date: \_\_\_\_\_

CITY OF CARMEL, INDIANA, by and through its Board of Public Works and Safety ("City")

Approved and Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

BY:

\_\_\_\_\_  
Sue Finkam, Presiding Officer

Date: \_\_\_\_\_

\_\_\_\_\_  
Laura Campbell, Member

Date: \_\_\_\_\_

\_\_\_\_\_  
Alan Potasnik, Member

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Jacon Quinn, Clerk

Date: \_\_\_\_\_

DRAFT