

Carmel/Clay Board of Parks and Recreation
Tuesday, January 28, 2014, 6:00 p.m.
Monon Community Center East
1235 Central Park Drive East
Carmel, Indiana 46032

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

Tentative Agenda

- I. Roll Call**
- II. Call to Order & Pledge of Allegiance**
- III. Public Comments**
- IV. Action Items**
 - A. Minutes – Joshua Kirsh
 - 1. January 14, 2014 Annual and Regular Park Board Meeting
 - B. Claims – Jenn Kristunas
 - 1. Claim Sheet January 28, 2014; and
 - 2. Clay Township Claim Sheet January 28, 2014.
 - C. Consideration of Matters regarding Founders Park Pavilion Project – Mark Westermeier
- V. Discussion Items/Board Comments**
- VI. Adjournment**

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

<small>PRESENTER</small> Joshua Kirsh, Secretary	<small>ACTION REQUESTED</small> Approval
<small>ITEM/SUBJECT</small> January 14, 2014 Annual and Regular Park Board Meeting Minutes	
<small>DOLLAR AMOUNT / FUND</small> N/A	<small>MEETING DATE</small> January 28, 2014

SUMMARY:

A draft of the minutes for the January 14, 2014 Annual and Regular Park Board Meeting is provided for comment, corrections, additions, and deletions.

STAFF RECOMMENDATION:

Approval of the minutes of the Annual and Regular Park Board Meeting of January 14, 2014.

**Carmel/Clay Board of Parks and Recreation
Annual and Regular Park Board Meeting
Tuesday, January 14, 2014, 6:00 p.m.
Monon Community Center**

Members Present: Donna Cihak Hansen, James Engledow, Wendy Franklin, Kathie Freed, Joshua Kirsh, Jenn Kristunas, Richard Leirer, Linus Rude, Rich Taylor

Others Present: Mark Westermeier, Director; Michael Klitzing, Assistant Director; Audrey Kostrzewa, Business Services Manager; Debra Grisham, Park Board Attorney

Roll Call, Call to Order & Pledge of Allegiance

Board President Engledow welcomed everyone to the Annual and Regular Park Board Meeting. After Mr. Leirer called the roll, Board President Engledow called the meeting to order at 6:01 p.m. followed by the Pledge of Allegiance.

Public Comments

There were no public comments.

Staff Reports

Assistant Director Klitzing stated that the standard monthly reports were included in the packets. He also announced that after the next Park Board Meeting (January 28, 2014) there would be a public meeting to obtain input on the Brookshire Golf Course.

The Department will receive two Indiana Park and Recreation Association (IPRA) awards at the IPRA banquet on Thursday. The 'Good to Great' Award of Excellence is for the Department's educational videos. The second award goes to Jack Langston as the 'Outstanding Volunteer.' Mr. Langston also serves on the Mayor's Youth Council.

Assistant Director Klitzing recently participated on the Program Committee in Charlotte, North Carolina, to select the 2014 programs/sessions for the annual conference. The Department is proud to announce that four proposals submitted by staff were selected for this fall. Presenters include Assistant Director Klitzing, Director Westermeier, Marketing Manager Lindsay Labas, and Aquatics Manager Eric Mehl.

Lastly, Assistant Director Klitzing stated he is finalizing the Department's self-assessment. This report will be submitted to CAPRA (Commission for the Accreditation of Park and Recreation Agencies) in anticipation of our site visit in March.

Committee Reports

Personnel Committee – Richard Leirer

Mr. Leirer stated that that Personnel Committee has not met, but a meeting will be scheduled soon.

Finance Committee – Richard F. Taylor III

Mr. Taylor announced that there is no planned meeting for January. Any future meetings will be held after the restructuring of the committees.

Properties Committee – Wendy Franklin

Ms. Franklin said that the Properties Committee did not meet in December, and she, too, will wait until the committees have been established.

Nominating Committee – Joshua A. Kirsh

Mr. Kirsh stated that he is more than willing to answer any questions related to the Nominating Committee.

Action Items

Minutes – December 10, 2013 Park Board Meeting

Mr. Leirer made a motion to approve the minutes as presented, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

Minutes – December 16, 2013 Park Board Meeting

Mr. Leirer made a motion to approve the minutes as presented, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

City of Carmel Financial Report

Mr. Taylor made a motion to acknowledge receipt of the City of Carmel Financial Report for December 2013, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

Clay Township Financial Report

Mr. Taylor made a motion to acknowledge receipt of the Clay Township Financial Report for December 2013, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

CCPR P&L Statements

Mr. Taylor made a motion to acknowledge receipt of the CCPR P&L Statements for December 2013, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

Claim Sheet January 14, 2014

Mr. Taylor made a motion to approve the Claim Sheet as presented, seconded by Mr. Kirsh, and unanimously passed 9 – 0.

Clay Township Claim Sheet January 14, 2014

Mr. Taylor made a motion to approve the Clay Township Claim Sheet as presented, seconded by Ms. Kristunas, and unanimously passed 9 – 0.

Monetary Gifts, Grants, Partnership, and Sponsorships – Audrey Kostrzewa

Ms. Kostrzewa provided information regarding donations that were received in December 2013. A motion was made by Mr. Kirsh to acknowledge receipt as presented, seconded by Ms. Kristunas, and passed 8 – 0 with one abstention (Rich Taylor).

Election of Park Board Officers for 2014 – President and/or Nominating Committee

Mr. Kirsh presented the slate of officers for 2014 as proposed by the Nominating Committee: Secretary – Joshua Kirsh; Treasurer – Jenn Kristunas; Vice President – Rich Taylor; and President – James Engledow. Mr. Kirsh made the motion to accept the slate of officers as presented. The motion was seconded by Ms. Cihak Hansen, and unanimously passed 9 – 0.

Park Board Committee Appointments – President Engledow

Board President Engledow explained that there are three standing committees for the Park Board. He announced his appointments as follows: Finance Committee: Jenn Kristunas as Chair, Rich Taylor and Joshua Kirsh as Members; Personnel Committee: Linus Rude as Chair, Jenn Kristunas and Donna Cihak Hansen as Members; Properties Committee: Richard Leirer as Chair, Wendy Franklin and Rich Taylor as Members.

Park Board Appointment to Plan Commission – President Engledow

Board President Engledow stated Mr. Kirsh has volunteered to continue to serve on the Plan Commission. With that being said, Board President Engledow re-appointed Mr. Kirsh to the Plan Commission.

Ms. Franklin asked about her role as liaison to the Parks Foundation. Board President Engledow apologized for this oversight and asked if she wanted to continue and she said yes. Board President Engledow stated that Ms. Franklin will continue to be the liaison to the Parks Foundation and emphasized that this is another role that is best served with consistency.

Ratification of 2013 General fund End of Year Budget Line Transfers – Michael Klitzing

Assistant Director Klitzing advised that this is the annual housekeeping task as required by the State Board of Accounts that mandates all budget lines be at a positive or a zero balance. These line transfers are within the same categories allowing the Park Board to take the necessary action.

Mr. Leirer made a motion to ratify the 2013 end of year budget line transfers as presented. The motion was seconded by Ms. Franklin, and unanimously passed 9 – 0.

Consideration of Resolution B-2014-001 establishing the Monon Community Center Pass Rates – Michael Klitzing

Assistant Director Klitzing provided an overview of pass rates, including the increases within the past few years. At this time, no increase in pass rates is requested; however, staff will continue to assess usage trends throughout the year for possible, future adjustments. Lastly, this particular resolution clarifies our current pass rates and will ensure compliance with CAPRA standards (documentation to approve and/or reaffirm pass rates).

Mr. Taylor made a motion to waive the reading of Resolution B-2014-001 and enter it into action. Mr. Kirsh seconded the motion, and it was unanimously passed 9 – 0. Next, Mr. Taylor made a motion to approve Resolution B-2014-001 as presented. Mr. Kirsh seconded the motion, and it was unanimously passed 9 – 0.

Consideration of Resolution P-2014-001 adopting the Nepotism and Contracting Policy – Michael Klitzing

Assistant Director Klitzing asked that the Board consider this policy as it is a requirement under Indiana Code Section 36-1-10.2 and 36-1-21. It is also an accreditation requirement that the Department have a nepotism and contracting policy. The nepotism policy is modeled after our existing one in the Personnel Handbook and has been enhanced to better address individual circumstances. The contracting policy is a new one and addresses specific situations directly related to contracts.

Mr. Leirer made the motion to waive the reading of Resolution P-2014-001 and enter it into action. The motion was seconded by Mr. Kirsh, and unanimously passed 9 – 0. Then Mr. Leirer made a motion for approval of Resolution P-2014-001 as presented. The motion was seconded by Mr. Kirsh, and it was unanimously passed 9 – 0.

Consideration of Water Walk Feature Replacements for The Waterpark – Michael Klitzing

Assistant Director Klitzing described the new water walk replacements to be considered by the Board. The existing floats and cargo net are slowly deteriorating and have already exceeded their life expectancy. Staff recommends replacing the current features with more visually attractive features such as the floating dragon, lily pads, and a red cargo net.

Mr. Leirer made a motion to accept the proposal from Playtime for the water walk feature replacements in the amount of \$26,800. Mr. Kirsh seconded the motion. There was a brief discussion regarding weight limit (if any) and if the deteriorated floats are recyclable. Director Westermeier also added that the dragon was selected as our swim team is named Sea Dragons. Board President Engledow called for the vote which was unanimously passed 9 – 0.

Consideration of AquaClimb Feature for The Waterpark – Michael Klitzing

Assistant Director Klitzing advised that AquaClimb is a fun and different feature. It is a proposed replacement for the existing diving board in The Waterpark's Deep Pool. The Deep Pool meets all the necessary requirements. Since the climbers fall into the water, no ropes or harnesses are used. The diving board, while very popular, causes a great number of rescues. Often youths who are not good swimmers must be pulled out by the lifeguards. The AquaClimb is a skill-based feature and would be a great addition to The Waterpark. The Department needs to have a nice mix of active components and the AquaClimb will complement the existing FlowRider. Lastly, the top panel of the AquaClimb provides opportunities for promotional sales to increase revenue opportunities.

After brief discussion, Mr. Taylor made a motion to accept the proposal from Spear Corporation for an AquaClimb in the amount of \$67,500 using Special Purchasing Methods based on the dollar and percentage discounts received off market price. The motion was seconded by Mr. Kirsh, and unanimously passed 9 – 0.

Consideration of Matters regarding the Founders Park Pavilion Project – Mark Westermeier

Director Westermeier stated there were no items at this time.

Attorney's Report

Tort Claims

Ms. Grisham announced that we have no active tort claims at this time. All claims that had been filed have been denied.

General

At an upcoming meeting, we will make the necessary appointments for the Common Construction Wage so committee members can meet to establish the wage for the dog park project. Also, we have received notice of a new, proposed development that is near West Park.

Director's Report

Director Westermeier stated that his report was included in the packet. He also stated that he attended the Clay Township Board Meeting last Tuesday and provided a summary of our 2013 activities and upcoming 2014 projects.

Discussion Items

There was no discussion at this time.

Information Items

Plan Commission – Joshua A. Kirsh

Mr. Kirsh updated the Park Board on a proposal for about 425 units south of Main Street and east of Meridian. This mixed-use proposal consists of townhomes, apartments, senior living, and hotel all on a 30-acre parcel of land with a 5-acre retention pond. Discussion followed with questions about density and the impact on schools. Mr. Kirsh added that most proposals are requests to rezone commercial areas to residential.

School Board Kathie Freed

Ms. Freed stated that she was reappointed to the Park Board at the reorganization meeting last night. Also at the meeting was a presentation about the circuit breaker legislation. Hamilton County stands to lose quite a bit of money because of commercial areas decreasing. Senate Bill 517 could result in a loss of \$13 million for Hamilton County. School superintendents are meeting with mayors, council members, etc. to come up with a resolution to let people know how these cuts will affect schools, specifically transportation.

Parks Foundation – Wendy Franklin

Ms. Franklin stated she met with staff regarding an art display at the Monon Community Center.

Board Comments

Ms. Franklin asked Ms. Freed to thank the superintendent for timely school cancellations.

Board President Engledow thanked the 2013 officers, and committee members, and staff for an outstanding year. He also stated he appreciates the opportunity to serve as Park Board President again.

Adjournment

There being no further business, Ms. Freed made a motion to adjourn, seconded by Ms. Cihak Hansen with no objections. The meeting was adjourned at 6:27 p.m.

Approved,

Signature

Date

Signature

Date

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

<small>PRESENTER</small> Jenn Kristunas, Treasurer	<small>ACTION REQUESTED</small> Approval
<small>ITEM/SUBJECT</small> Claim Sheet January 28, 2014	
<small>DOLLAR AMOUNT / FUND</small> N/A	<small>MEETING DATE</small> January 28, 2014

SUMMARY:

Claim Sheet January 28, 2014 is included for comment, corrections, additions, and deletions.

STAFF RECOMMENDATION:

Approval of Claim Sheet January 28, 2014.

Carmel Clay Board of Parks and Recreation

January 28, 2014 Claim Sheet

Claimant's Name	Amount	Fund	Line - Description	Invoice #	Invoice Date / Notes
PRE-APPROVED 101 GENERAL FUND					
BrightHouse Networks	\$ 162.95	1125-1-02	4349500 - Cable service	687804122113	12/21/13 Internet service Jan'14
Carmel Clay Schools	\$ 440.88	1125-4-01	4231300 - Diesel Fuel	2014-11	1/9/14 Diesel Fuel
Carmel Clay Schools	\$ 1,416.59	1125-4-01	4231400 - Gasoline	2014-11	1/9/14 Gasoline
Carmel Utilities	\$ 89.09	1125-1-16	4348500 - Water & Sewer	512156500	1/10/14 North Trailhead-1251 Rohrer Road
Carmel Utilities	\$ 20.34	1125-1-16	4348500 - Water & Sewer	631903500	1/15/14 Monon Greenway drinking fountain - 1st St. SW
Carmel Utilities	\$ 21.21	1125-1-02	4348500 - Water & Sewer	692331800	1/13/14 Administration - 1411 E. 116th St.
Carmel Utilities	\$ 13.47	1125-1-13	4348500 - Water & Sewer	692331800	1/13/14 Maintenance - 1427 E 116th St
Carmel Utilities	\$ 41.79	1125-1-15	4348500 - Water & Sewer	692331800	1/13/14 Meeting House - 1507 E 116th St
Carmel Utilities	\$ 50.66	1125-1-16	4348500 - Water & Sewer	6002047001	1/15/14 South Trailhead-1430 E. 96th St.
Cincinnati Bell	\$ 143.46	1125-1-02	4344000 - Telephone line charges	4862587	1/10/14 Telephone line charges
Clay Township Regional Waste	\$ 45.71	1125-1-16	4348500 - Water & Sewer	0143006091230	1/6/14 South Trailhead-1430 E. 96th St.
Clay Township Regional Waste	\$ 79.00	1125-1-19	4348500 - Water & Sewer	0341578281126	1/6/14 West Park - 3100 116th ST W
Clay Township Regional Waste	\$ 19.53	1125-1-02	4348500 - Water & Sewer	1015000014110	1/6/14 Administration-1411 E. 116th St.
Duke Energy	\$ 315.68	1125-1-16	4348000 - Electricity	1310-3278-01-0	1/20/14 North Trailhead-1251 Rohrer Rd.
Duke Energy	\$ 154.84	1125-1-16	4348000 - Electricity	1650-3050-01-7	12/30/13 Monon Greenway crossing flashers
Duke Energy	\$ 10.59	1125-1-03	4348000 - Electricity	3190-3277-01-0	1/20/14 Carey Grove Park-14001 N. Carey Rd
Duke Energy	\$ 18.64	1125-1-11	4348000 - Electricity	5710-3301-01-9	1/9/14 Inlow Park - 6310 131st St E
Duke Energy	\$ 289.74	1125-1-16	4348000 - Electricity	7280-3771-01-5	1/20/14 Pedestrian bridge - 500 146th St. W
Duke Energy	\$ 44.08	1125-1-14	4348000 - Electricity	7470-3295-01-4	1/3/14 Meadowlark Park-outdoor lighting
Ice Mountain	\$ 54.30	1125-1-13	4350900 - Other Contr. Services	31.0120095351	1/3/14 Drinking water - Maintenance
IPL	\$ 159.69	1125-1-07	4348000 - Electricity	116789	1/3/14 Flowing Well-5100 E. 116th St.
Paycor	\$ 147.53	1125-1-01	4341999 - Other professional fees	3753045	1/8/14 Payroll processing fee
Vectren	\$ 433.57	1125-1-02	4349000 - Gas utility	5009972	1/7/14 Administration-1411 E. 116th St.
Vectren	\$ 181.56	1125-1-13	4349000 - Gas utility	5231890	1/7/14 Maintenance-1427 E. 116th St.
Vectren	\$ 240.19	1125-1-15	4349000 - Gas utility	5509367	1/7/14 Meeting House-1507 E. 116th St.
Verizon Wireless	\$ 349.21	1125-1-13	4344100 - Cell phone fees	980895210	12/23/13 Cell phone charges - Maintenance
TOTAL SECTION	\$ 4,944.30				
PRE-APPROVED 108 EXTENDED SCHOOL ENRICHMENT					
Baron, Anna	\$ 175.00	1082-10	4358400 - Refunds	1197433 CC	1/15/14 Guest request
Brown, Devon	\$ 105.00	1082-13	4358400 - Refunds	1198074 CC	1/17/14 Guest request
Bush, Stephanie	\$ 2,800.00	1081-12	4358400 - Refunds	1190608 CC	1/8/14 Guest request
Credit Card Processing Fees	\$ 3,601.01	1081-99	4341999 - Other professional fees	Dec'13	1/18/14 Credit card processing fees
Daugherty, Chad	\$ 140.00	1082-11	4358400 - Refunds	1197437 CC	1/15/14 Rate adjustment
Durnil, Christine	\$ 70.00	1081-99	4358400 - Refunds	1193158 CC	1/14/14 Camp Cancellation
Jain, Shivika	\$ 35.00	1081-99	4358400 - Refunds	1190913 CC	1/9/14 Camp Cancellation

Carmel Clay Board of Parks and Recreation

January 28, 2014 Claim Sheet

Claimant's Name	Amount	Fund	Line - Description	Invoice #	Invoice Date / Notes
Kilgore, Carla	\$ 1,550.00	1082-05	4358400 - Refunds	1188963 CC	1/3/14 Refund of overpayment
Miller, Jennifer	\$ 45.00	1081-99	4358400 - Refunds	1188996 CC	1/3/14 Refund of overpayment
Miller, Jennifer	\$ 280.00	1082-12	4358400 - Refunds	1188996 CC	1/3/14 Refund of overpayment
Paycor	\$ 764.08	1081-99	4341999 - Other Professional Fees	3753045	1/8/14 Payroll processing fee
Verizon Wireless	\$ 503.12	1081-99	4344100 - Cell phone fees	9717281603	12/31/13 Cell phone charges - ESE
Wade, Mellissa	\$ 140.00	1081-99	4358400 - Refunds	1193157 CC	1/14/14 Camp Cancellation
TOTAL SECTION	\$ 10,208.21				
PRE-APPROVED 109 MONON COMMUNITY CENTER.					
Achterberg, Abbi	\$ 60.00	1096-22	4358400 - Refunds	1189000 CC	1/3/14 Low enrollment
AT&T	\$ 206.70	1091	4344000 - Telephone line charges	31757141302606	1/7/14 MCC alarms & elevators
Baker, Donald	\$ 18.40	1092	4358400 - Refunds	1198366 CC	1/18/14 Staff error
Browning, Amie	\$ 90.00	1096-21	4358400 - Refunds	1190462 CC	1/8/14 Low enrollment
Carlos, Dino	\$ 28.00	1092	4358400 - Refunds	1198037 CC	1/17/14 Staff error
Carmel Utilities	\$ 1,386.29	1091	4348500 - Water & Sewer	691302002	1/13/14 MCC -8 meters
Carter, Jeanne	\$ 10.00	1096-60	4358400 - Refunds	1190864 CC	1/9/14 Low enrollment
Chase, Brian	\$ 20.00	1092	4358400 - Refunds	1197761 CC	1/16/14 Staff error
Cincinnati Bell	\$ 286.91	1091	4344000 - Telephone line charges	4862587	1/10/14 Telephone line charges
Clay Township Regional Waste	\$ 27.56	1091	4348500 - Water & Sewer	101006272502	1/6/14 Monon Community Center
Clay Township Regional Waste	\$ 602.55	1091	4348500 - Water & Sewer	101016210101	1/6/14 Monon Community Center
Clay Township Regional Waste	\$ 639.93	1091	4348500 - Water & Sewer	4000400010100	1/6/14 Monon Community Center-6 meters
Conover, Diane	\$ 114.00	1096-60	4358400 - Refunds	1192574 CC	1/13/14 Low enrollment
Credit Card Processing Fees	\$ 5,632.36	1091	4341999 - Other professional fees	Dec'13	1/18/14 Credit card processing fees
Davis, Corina	\$ 20.00	1096-21	4358400 - Refunds	1192630 CC	1/13/14 Low enrollment
DirecTv	\$ 94.99	1091	4349500 - Cable service	38575356	1/5/14 Dish service-MCC
Doyle, Courtney	\$ 285.00	1092	4358400 - Refunds	1191199 CC	1/9/14 Guest request
ETC ProLiance Energy LLC	\$ 9,626.42	1091	4349000 - Gas utility	2013121000990	1/13/14 Monon Community Center Dec'13
Evans, James	\$ 90.00	1096-22	4358400 - Refunds	1188994 CC	1/3/14 Class cancellation
Featherstun, Cindy	\$ 90.00	1096-22	4358400 - Refunds	1190467 CC	1/8/14 Low enrollment
Fernandes, Wendell	\$ 10.00	1096-60	4358400 - Refunds	1190938 CC	1/9/14 Low enrollment
Guerrieri, Jayne	\$ 90.00	1096-22	4358400 - Refunds	1188981 CC	1/3/14 Low enrollment
Harmon, Carey	\$ 315.00	1092	4358400 - Refunds	1191220 CC	1/10/14 Guest request
Hayes, Brian	\$ 48.00	1096-60	4358400 - Refunds	1192664 CC	1/13/14 Low enrollment
Ice Mountain	\$ 43.15	1091	4350900 - Other cont. services	3L0121202766	1/3/14 Drinking water - MCC
Johnston, Ann	\$ 142.00	1096-50	4358400 - Refunds	1193109 CC	1/14/14 Low enrollment
Lacy, Yong	\$ 56.00	1092	4358400 - Refunds	1197484 CC	1/15/14 Staff error
Matthews, Christopher	\$ 46.00	1096-10	4358400 - Refunds	1193150 CC	1/14/14 Guest request
Mellott, Cilissa	\$ 55.00	1096-32	4358400 - Refunds	1190422 CC	1/8/14 Class cancellation

Carmel Clay Board of Parks and Recreation

January 28, 2014 Claim Sheet

Claimant's Name	Amount	Fund	Line - Description	Invoice #	Invoice Date / Notes
Niemiec, Erin	\$ 10.00	1092	4358400 - Refunds	1191211	1/9/14 Guest request
O'Melley, Kim	\$ 68.00	1096-32	4358400 - Refunds	1190788 CC	1/9/14 Guest request
Paycor	\$ 1,251.80	1091	4341999 - Other Professional Fees	3753045	1/8/14 Payroll Processing Fee
Pittman, Alma	\$ 15.00	1096-60	4358400 - Refunds	1193664 CC	1/14/14 Guest request
Pottridge, Jeanine	\$ 167.99	1095-03	4358400 - Refunds	1190382 CC	1/8/14 Guest request
Richman, Meshell	\$ 10.00	1096-60	4358400 - Refunds	1190868 CC	1/9/14 Low enrollment
Sarjent, Chris	\$ 10.00	1096-60	4358400 - Refunds	1190860 CC	1/9/14 Low enrollment
Scader, Mary	\$ 20.00	1096-60	4358400 - Refunds	1190874 CC	1/9/14 Low enrollment
Shunk, Nathaniel	\$ 65.00	1096-32	4358400 - Refunds	1192657 CC	1/13/14 Low enrollment
Smetana, Beth	\$ 60.00	1096-22	4358400 - Refunds	1189008 CC	1/3/14 Low enrollment
Snyder, Mark	\$ 60.00	1096-22	4358400 - Refunds	1190469 CC	1/8/14 Low enrollment
Stogsdill, Mary	\$ 120.00	1096-32	4358400 - Refunds	1190821 CC	1/9/14 Guest request
Sunsdahl, Kathy	\$ 10.00	1096-60	4358400 - Refunds	1190863 CC	1/9/14 Low enrollment
Telluri, Neeraja	\$ 39.00	1096-10	4358400 - Refunds	1193152 CC	1/14/14 Guest request
Thompson, Robert	\$ 90.00	1096-22	4358400 - Refunds	1188984 CC	1/3/14 Low enrollment
Vanbibber, David	\$ 20.00	1096-60	4358400 - Refunds	1190873 CC	1/9/14 Low enrollment
Vectren	\$ 2,140.92	1091	4349000 - Gas utility	5784459	1/4/14 Monon Community Center
Vectren	\$ 433.21	1091	4349000 - Gas utility	5790413	1/7/14 Aquatics Entry
Willian, Charla	\$ 62.00	1096-32	4358400 - Refunds	1190421 CC	1/8/14 Class cancellation
TOTAL SECTION	\$ 24,787.18				
101 GENERAL FUND					
Ace - Pak Products, Inc.	\$ 597.80	1125-4-01	4238900 - Other Maintenance Supplies	A4438	1/17/14 Cleaning & Restroom supplies
Ace - Pak Products, Inc.	\$ 143.92	1125-4-01	4238900 - Other Maintenance Supplies	A4440	1/17/14 Cleaning & Restroom supplies
Arab Termite & Pest Control	\$ 50.00	1125-4-02	4350100 - Building Repairs & Maint.	144872	1/6/14 Pest Control AO
Broadcast Music Inc.	\$ 791.00	1125-1-01	4358300 - Other Fees & Licenses	2446551	1/2/14 Music license
Carquest Auto Parts	\$ 43.92	1125-4-01	4232100 - Garage & Motor Supplies	2738221372	1/20/14 Windshield washer fluid
CCVA	\$ 205.00	1125-2	4355300 - Organization & Membership Dues	433	11/22/13 Registration for Volunteer Administration Certification
Cintas	\$ 200.10	1125-1-02	4238900 - Other Maintenance Supplies	18579990	1/21/14 Restroom supplies
Community Occupational Health	\$ 78.00	1125-4-01	4340700 - Medical Fees (Drug Tests)	371002	1/3/14 Drug tests
Fifth Third Bank	\$ 7.17	1125-1-02	4342100 - Postage	Carmel PO	1/13/14 Postage
Grainger	\$ 783.32	1125-4-01	4238900 - Other Maintenance Supplies	9338484711	1/14/14 Dogpot litter bags
Green Touch Services, Inc.	\$ 375.00	1125-4-16	4350400 - Grounds Maintenance	77483	1/15/14 Monon Redbud tree planting
Indiana Park & Recreation Assoc.	\$ 300.00	1125-1-01	4359000 - Special Projects	REF3737	1/10/14 Impact Rewards Banquet
Klitzing, Michael	\$ 422.79	1125-1-02	4343000 - Travel Fees & Expenses	Reimb	1/21/14 Travel expenses for 2014 NRPA Congress Program Committee
Konica Minolta Business Solutions	\$ 291.00	1125-1-02	4353004 - Copier	59999800	12/29/13 Copier Lease AO Feb/14
LifeguardStore, Inc., The	\$ 16.95	1125-1-02	4230200 - Office Supplies	INV180228	1/15/14 First Aid supplies AO
MacAllister Machinery Co., Inc.	\$ 622.56	1125-4-13	4237000 - Repair Parts	R64100281401	1/8/14 Repair parts Kubota RTV

Carmel Clay Board of Parks and Recreation

January 28, 2014 Claim Sheet

Claimant's Name	Amount	Fund	Line - Description	Invoice #	Invoice Date / Notes
MacAllister Machinery Co., Inc.	\$ 152.85	1125-4-13	4237000 · Repair Parts	R64100758101	1/15/14 Snowblade repair parts Kubota RTV 900
MacAllister Rental, LLC	\$ 832.49	1125-4-13	4237000 · Repair parts	R81098506301	12/16/13 Repair parts for Kubota equipment
On-Ramp Indiana	\$ 1,200.00	1125-1-01	4341955 · Info sys maint/contracts	162197	1/15/14 Monthly IT maintenance Feb 14
PFM Car & Truck Care Center	\$ 18.99	1125-4-01	4351000 · Auto Repair & maintenance	5010068	11/27/13 Oil change on Vehicle P02
PFM Car & Truck Care Center	\$ 24.89	1125-4-01	4351000 · Auto Repair & maintenance	5010665	1/20/14 Oil change M04
Republic Waste Services	\$ 150.00	1125-4-02	4350101 · Trash Collection	761001889596	12/25/13 Dumpster AO Jan'14
Reynolds Farm Equipment	\$ 929.00	1125-1-01	4463600 · Parks Equipment	E08690	12/7/13 Snow Blower Parks Maintenance
Signal Construction Incorporated	\$ 128.75	1125-4-16	4350000 · Equipment Repairs & Maint.	2363	12/31/13 Replace bulb in flasher 96th and Monon
Southeastern Security Consultants, Inc.	\$ 37.00	1125-02	4341990 · Criminal Background Checks	5286	1/8/14 Volunteer criminal background checks Dec'13
Staples	\$ 56.34	1125-1-02	4230200 · Office supplies	3218967925	1/4/14 Office supplies AO
Staples	\$ 17.60	1125-1-02	4230200 · Office supplies	3218967926	1/4/14 Office supplies AO
Staples	\$ 17.60	1125-1-02	4230200 · Office supplies	3218967927	1/4/14 Office supplies AO
Staples	\$ 445.50	1125-4-01	4236500 · Salt & Calcium	3218967929	1/4/14 Ice Melt
Travelers	\$ 8,526.47	1125-1-01	4358400 · Refunds, Awards & Indemnities	453788	12/31/13 Insurance claim on Park Maintenance Incident
White's Ace Hardware	\$ 1.76	1125-4-13	4237000 · Repair Parts	2562931	1/13/14 Diesel pump repair
TOTAL SECTION	\$ 17,467.77				
108 EXTENDED SCHOOL ENRICHMENT					
American Red Cross	\$ 65.00	1081-99	4357004 · External Instructional Fees	10270572	1/3/14 CPR/AED/FA Training ESE
Canada, Cyndi	\$ 154.01	1081-04	4343000 · Travel Fees & Expenses	Reimb	12/30/13 Mileage 8/20 - 12/30/13
Carmel Clay Schools Food & Nutrition	\$ 11,207.28	1081-99	4239040 · Food & Beverages	Dec'13	1/18/14 Breakfast Snacks Dec'13
Fifth Third Bank	\$ 457.70	1081-09	4239039 · General Program Supplies	Amazon	1/13/14 Printer
Fraps, Judy	\$ 300.00	1081-99	4357004 · External Instructional Fees	10/8/13	1/20/14 Staff training ESE 10/8/13
Fun Express	\$ 380.63	1081-99	4239039 · General Program Supplies	66128593002	12/19/13 Winter break supplies
Fun Express	\$ 80.55	1081-02	4239039 · General Program Supplies	66130016601	12/23/13 Supplies
Fun Express	\$ 14.40	1081-02	4239039 · General Program Supplies	66130016602	12/23/13 Supplies
Fun Express	\$ 48.35	1081-09	4239039 · General Program Supplies	66137544101	1/3/14 Supplies
Fun Express	\$ 94.35	1081-05	4239039 · General Program Supplies	66137561601	1/6/14 Supplies
Gray, Cara	\$ 28.93	1081-99	4343000 · Travel Fees & Expenses	Reimb	12/19/13 Mileage 12/11 - 12/19/13
Group One Communications, Inc.	\$ 897.50	1081-99	4341991 · Marketing & Promotions	1208372	1/1/14 Summer Camp series Advertisement
Hammons, Jennifer	\$ 114.98	1081-10	4343000 · Travel Fees & Expenses	Reimb	1/3/14 Mileage 11/11 - 12/27/13
Hobby Lobby	\$ 149.58	1081-02	4239039 · General Program Supplies	4255552	1/14/14 Supplies
J & K Communications, Inc.	\$ 255.00	1081-09	4239039 · General Program Supplies	54365	12/17/13 Two Way Radio
Krista Lee Entertainment	\$ 300.00	1081-06	4340800 · Program Contractors	307	11/1/13 DJ Service 2/7/14
Kroger	\$ 79.67	1081-11	4239039 · General Program Supplies	48851	1/14/14 Supplies
Kroger	\$ 33.83	1081-02	4239039 · General Program Supplies	201221	1/10/14 Cooking Club supplies
Lane, Josh	\$ 15.37	1081-11	4343000 · Travel Fees & Expenses	Reimb	1/8/14 Mileage 12/4 - 12/18/13
Leadership Program, Inc., The	\$ 300.00	1081-99	4357004 · External Instructional Fees	TLP14006	1/14/14 FD training 2/19/14

Carmel Clay Board of Parks and Recreation

January 28, 2014 Claim Sheet

Claimant's Name	Amount	Fund	Line - Description	Invoice #	Invoice Date / Notes
Papa Johns International	\$ 174.75	1081-03	4239039 · General Program Supplies	S1485131271	12/13/13 PNO 12, 13, 13
Paperless Business Systems, Inc.	\$ 392.47	1081-99	4355200 · Subscriptions	PF1204681	1/6/14 eRequester license 2/28 - 3/27/14
Pioneer Drama Service	\$ 717.75	1082-06	4239039 · General Program Supplies	484045	1/13/14 Drama scripts for Summer
S & S Worldwide	\$ 21.33	1081-09	4239039 · General Program Supplies	7960608	12/27/13 Supplies
S & S Worldwide	\$ 51.46	1081-11	4239039 · General Program Supplies	7960942	12/27/13 Supplies
S & S Worldwide	\$ 323.63	1081-99	4239039 · General Program Supplies	7961104	12/27/13 Winter break supplies SR
S & S Worldwide	\$ 130.77	1081-05	4239039 · General Program Supplies	7965210	1/6/14 Supplies
Southeastern Security Consultants, Inc.	\$ 74.00	1081-99	4341990 · Criminal Background Checks	5466	1/10/14 Criminal background checks
Target	\$ 800.00	1081-99	4239039 · General Program Supplies	135001237460	1/13/14 Supplies
Target	\$ 33.78	1081-03	4239039 · General Program Supplies	136600721840	1/14/14 Supplies
Target	\$ 31.14	1081-03	4239039 · General Program Supplies	136600790878	1/13/14 Supplies
Target	\$ 39.29	1081-09	4239039 · General Program Supplies	184800750325	1/9/14 Supplies
TOTAL SECTION	\$ 17,767.50				
109 MONON COMMUNITY CENTER					
Ace - Pak Products	\$ 40.99	1093	4238900 · Cleaning & Maint. Supplies	A4380	12/23/13 Cleaning supplies
Ace - Pak Products	\$ 169.96	1093	4238900 · Cleaning & Maint. Supplies	A4423	1/7/14 Supply order
Ace - Pak Products	\$ 257.93	1093	4238900 · Cleaning & Maint. Supplies	A4434	1/14/14 Supply order
American Red Cross	\$ 162.00	1096-10	4358300 · Other Fees & Licenses	10270572	1/3/14 Adult/Pediatric CPR/FA
American Red Cross	\$ 455.00	1096-10	4358300 · Other Fees & Licenses	10272184	1/8/14 Lifeguarding 12/30/13
Arab Termite & Pest Control	\$ 75.00	1091	4350100 · Building Repairs & Maint.	145194	1/14/14 Pest control MCC
Batteries Plus	\$ 308.50	1093	4350100 · Building Repairs & Maint.	661218901	12/27/13 Lamps
Batteries Plus	\$ 257.50	1093	4350100 · Building Repairs & Maint.	661220301	12/27/13 Lamps
Beurain, Susan	\$ 50.00	1091	4344100 · Cellular Phone Fees	Reimb	1/10/14 Cell phone Jan'14
Beurain, Susan	\$ 50.00	1091	4344100 · Cellular Phone Fees	Reimb	12/5/13 Cell phone Dec'13
Blue Line Security Systems, Inc.	\$ 315.00	1091	4341992 · Security Services	39959	1/3/14 Security Services 12/23 - 12/29/13
Blue Line Security Systems, Inc.	\$ 404.25	1091	4341992 · Security Services	39988	1/14/14 Security services 12/30/13 - 1/5/14
Breezy Lane Carriage Company	\$ 1,150.00	1096-60	4239039 · General Program Supplies	2/5/14	1/9/14 Carriage rides for Princess Ball
Carter Truck Lines, Inc.	\$ 125.00	1094	4350900 · Other Cont. Services	12493	12/31/13 Aquatics furniture storage Dec'13
Cintas Corporation	\$ 309.22	1093	4238900 · Cleaning & Maint. Supplies	18574174	1/7/14 Weekly supply order
Cintas Corporation	\$ 267.22	1093	4238900 · Cleaning & Maint. Supplies	18577078	1/14/14 Weekly supply order
Clear Channel Broadcasting Inc.	\$ 2,325.00	1091	4341991 · Marketing & Promotions	67114151	12/29/13 Escape Pass media buy
Clear Channel Broadcasting Inc.	\$ 1,000.00	1091	4341991 · Marketing & Promotions	67114152	12/29/13 Escape Pass media buy
Comcast Spotlight	\$ 5,050.00	1091	4341991 · Marketing & Promotions	NC622536	1/2/14 Escape Pass media buy
Corvus Janitorial of Indianapolis	\$ 600.00	1093	4238900 · Cleaning & Maint. Supplies	312084025XW15	12/26/13 Strip & Wax Bathroom floors
Cumulus	\$ 2,376.75	1091	4341991 · Marketing & Promotions	1080809118	12/29/13 Escape Pass media buy
Environmental Laboratories, Inc.	\$ 3.00	1094	4350900 · Other Cont. Services	20149546	10/15/13 Pool water testing MCC 10/1/13
Environmental Laboratories, Inc.	\$ 36.00	1094	4350900 · Other Cont. Services	20153605	1/8/14 Pool water testing MCC 12/30/13

Carmel Clay Board of Parks and Recreation

January 28, 2014 Claim Sheet

Claimant's Name	Amount	Fund	Line - Description	Invoice #	Invoice Date / Notes
Environmental Laboratories, Inc.	\$ 36.00	1094	4350900 · Other Cont. Services	20153932	1/15/14 Pool water testing MCC 1/10/14
Fed Ex	\$ 37.76	1091	4342100 - Postage	830106287936	1/20/14 Fitness lock return shipping
Fifth Third Bank	\$ 5.00	1094	4358300 · Other Fees & Licenses	Smart Waiver	1/17/14 FlowRider Waivers
Grainger	\$ 77.52	1093	4238900 · Cleaning & Maint. Supplies	9332266338	1/7/14 LCD Screen saving wipes
Grainger	\$ 514.80	1091	4230200 - Office supplies	9336447280	1/10/14 Space heaters West Desk
Grainger	\$ 135.00	1093	4235000 · Building Materials	9336634168	1/10/14 Shelving parts
Grainger	\$ 121.38	1093	4235000 · Building Materials	9336634176	1/10/14 Weight repair
Grainger	\$ 229.33	1093	4350100 · Building Repairs & Maint.	9336878799	1/10/14 Replacement aerators
Grainger	\$ 14.10	1093	4235000 · Building Materials	9337708458	1/13/14 Weight repair
Grainger	\$ 198.04	1093	4235000 · Building Materials	9338084347	1/13/14 Misc. maintenance supplies
Grainger	\$ 78.02	1093	4238900 · Cleaning & Maint. Supplies	9338673982	1/14/14 Maintenance supplies
Great Lakes Laundry	\$ 223.45	1093	4350000 · Equipment Repairs & Maint.	1642911N	12/27/13 Washer parts
Grey Eagle Ltd	\$ 250.00	1096-60	5023990 - Other expenses	Refund	1/9/14 Sponsorship Refund requested-cancelled Luminary Walk
Hofmeister, Giannina	\$ 350.00	1096-70	4340800 · Program Contractors	1062014AS	1/7/14 Music therapy 9/14/13-1/4/14 AS
Hofmeister, Giannina	\$ 350.00	1096-70	4340800 · Program Contractors	1062014ZL	1/6/14 Music therapy 8/6/13 - 1/4/14 ZL
Hydro-Fit, Inc.	\$ 223.90	1096-22	4239039 · General Program Supplies	136152	12/27/13 Aqua fitness equipment
Indiana Oxygen Company	\$ 10.82	1094	4239012 · Safety Supplies	8269233	12/31/13 Oxygen tank rental Dec'13
Irish Mechanical Services, Inc.	\$ 1,800.00	1093	4350100 · Building Repairs & Maint.	21289	12/27/13 HVAC Preventative maintenance Dec'13
Irish Mechanical Services, Inc.	\$ 351.00	1093	4350100 · Building Repairs & Maint.	21401	12/31/13 Family locker hot water repair
Kroger	\$ 24.05	1096-70	4239039 · General Program Supplies	205890	1/17/14 Food for programs
Mehl, Eric	\$ 50.00	1091	4344100 · Cellular Phone Fees	Reimb	1/13/14 Cell phone Nov, Dec'13
National Seminars Training	\$ 199.00	1091	4357004 · External Instructional Fees	743240060001	1/24/14 Leadership training
Page, Katherine	\$ 25.00	1091	4344100 · Cellular Phone Fees	Reimb	1/4/14 Cell phone Jan'14
Papa Johns International	\$ 71.36	1095-02	4341993 · Catering Services	S1485141286	1/4/14 (7) Party pizzas
Papa Johns International	\$ 23.36	1095-02	4341993 · Catering Services	S1485141288	1/10/14 (3) Party pizzas
Papa Johns International	\$ 30.35	1095-02	4341993 · Catering Services	S1485141289	1/11/14 (4) Party pizzas
Papa Johns International	\$ 65.30	1095-02	4341993 · Catering Services	S1485141290	1/12/14 (9) Party pizzas
Papa Johns International	\$ 44.33	1095-02	4341993 · Catering Services	S1485141291	1/12/14 (6) Party pizzas
Paperless Business Systems, Inc.	\$ 392.47	1091	4355200 · Subscriptions	PF1204681	1/16/14 eRequester license 2/28 - 3/27/14
Pepsi Cola Gen. Bot.	\$ 405.48	1095-01	4239040 · Food & Beverages	97833203	1/11/14 Concessions
Power Systems	\$ 1,039.77	1096-22	4239039 · General Program Supplies	1493345	1/3/14 Fitness program equipment
Power Systems	\$ 536.98	1096-22	4239039 · General Program Supplies	1493446	1/3/14 Mind/Body equipment
Power Systems	\$ 424.11	1096-22	4239039 · General Program Supplies	1493539	1/6/14 Fitness program equipment
Radio Disney Group, LLC	\$ 3,000.00	1091	4341991 · Marketing & Promotions	28388	12/29/13 Escape Pass media buy
Republic Services	\$ 450.00	1091	4350101 · Trash Collection	761001884533	12/25/13 Trash pickup MCC Jan'14
Ritz Charles, Inc.	\$ 2,714.00	1095-03	4350900 · Other Cont. Services	Jan'14	1/3/14 Casey Lazzara contract services Jan'14
Southeastern Security Consultants, Inc.	\$ 74.00	1091	4341990 · Criminal Background Checks	466	1/10/14 Criminal background checks
Spears Corporation	\$ 3,167.00	1094	4238900 · Cleaning & Maint. Supplies	89487	1/15/14 Pool chemical order

Carmel Clay Board of Parks and Recreation

January 28, 2014 Claim Sheet

Claimant's Name	Amount	Fund	Line - Description	Invoice #	Invoice Date / Notes
Staples	\$ 201.69	1091	4230200 · Office Supplies	3218370609	12/28/13 Office supplies MCC
Staples	\$ 891.00	1093	4238900 · Cleaning & Maint. Supplies	3218967928	1/4/14 Sidewalk salt
Stericycle, Inc.	\$ 31.50	1094	4350900 · Other Cont. Services	4004610525	1/13/14 Regulated medical services 1/3/14
Tucker Salt & Water Express, Inc.	\$ 334.48	1093	4238900 · Cleaning & Maint. Supplies	558153	1/8/14 Water softener salt
U S FoodService, Inc.	\$ 871.97	1095-01	4239040 · Food & Beverages	1603555	1/10/14 Concessions
USA Table Tennis	\$ 75.00	1096-50	4239039 · General Program Supplies	1/9/14	1/9/14 Club Affiliation fee 2014
White's Ace Hardware	\$ 127.70	1093	4350100 · Building Repairs & Maint.	2562849	1/13/14 General maintenance repair parts
WTTS FM 92.3	\$ 1,265.00	1091	4341991 · Marketing & Promotions	CC1140164495	1/13/14 Escape Pass media buy
WXIN-TV	\$ 1,175.00	1091	4341991 · Marketing & Promotions	XI14010006	1/5/14 Escape pass media buy
Young, Sandra	\$ 27.96	1091	4359000 · Special Projects	Reimb	12/18/13 Floral decorations for MCC
TOTAL SECTION	\$ 38,532.30				
TOTAL CLAIMS	\$ 113,707.26				
Signature				Date	
Signature				Date	

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

<small>PRESENTER</small> Jenn Kristunas, Treasurer	<small>ACTION REQUESTED</small> Approval
<small>ITEM/SUBJECT</small> Clay Township Claim Sheet January 28, 2014	
<small>DOLLAR AMOUNT / FUND</small> N/A	<small>MEETING DATE</small> January 28, 2014

SUMMARY:

The Clay Township Claim Sheet dated January 28, 2014 is included for comment, corrections, additions, and deletions.

STAFF RECOMMENDATION:

Approval of Clay Township Claim Sheet dated January 28, 2014.

Carmel Clay Board of Parks and Recreation

January 28, 2014 - Claim Sheet for Clay Township of Hamilton County, Indiana

Inv. Date	Claimant's Name	Amount	Fund	Invoice #	Notes
1/8/14	Schneider Corporation, The	\$ 2,755.99	1215 Clay Twp 4Bi Central Park (Enc. 2012)	157899	1/8/14 Central Park West Commons Project - P.O. # 29202 p
12/30/13	SmithGroup JJR	\$ 391.75	1215 Clay Twp 4Bi Central Park (Enc. 2012)	99385	12/30/13 CPEDP engineering & architectural services - P.O. # 28338 p
12/31/13	Summit Construction Co., Inc.	\$ 850.00	1215 Clay Twp 4Bi Central Park (Enc. 2012)	10679	12/31/13 Owners Rep Central Park East Project - P.O. # 27959 p
	TOTAL THIS CLAIM SHEET	\$ 3,997.74			
Signature			Date:		
Signature			Date:		