

Lake Lemon Conservancy District

LAKE LEMON CONSERVANCY DISTRICT

Board of Directors Meeting
Benton Township Senior Citizens Building
May 20, 2015
6:00 p.m.

AGENDA

- I. Call Meeting to Order / Chairman's Remarks (PD)
- II. Approval of April 29, 2015 Additional Board Meeting Minutes (PD)
- III. Treasurer's Report (LE)
 - A. April Financial Highlights
 - B. Report of Claims Approval for April 2015
 - C. 2016 Budget Time Line
 - D. Appointment of 2016 Budget Committee
- IV. Manager's Report (AC)
 - A. Indiana University Water Testing Results for 2014
 - 1. Melissa Clark, School of Public and Environmental Affairs
 - 2. Renew IU Water Testing Agreement for 2015 – 2016
 - B. Barge Designers: Discussion
 - 1. Request for Proposal: Full Barge Package - Tentative
 - C. Freeholder Survey: Update
 - D. Bath House / Volunteer Day: Update
 - E. Debris Removal / Shoreline Erosion Control: Update
 - F. Recognition Discussion: Former District Manager
 - G. Canada Goose: Update (JVT)
- V. Public Comment (PD)
- VI. New Business / Correspondence for Future Agenda (PD)
 - A. Next LLCB Board Meeting: June 20, 2015; 10:00 AM; Annual Picnic, Riddle Point Park Shelter House
- VII. Adjournment (PD)



Lake Lemon Conservancy District

MONTHLY MEETING
Benton Township Senior Citizens Building
6:00 PM

Date: May 20th, 2015

Name	Lake Address	District
Ron Thrasher	4202 Chanel Rd.	"LAKE PERSON"
Susan Snider Salter	7017 E Spillway Rd	II
Jane Deorborn & Terry Skolaske	4161 Chitwood	7
Terry & Sandy Copling	4304 Watson Rd	7
Scott Adams	4184 WALKER LAKE	LAKE PERSON
Barry Wesnidge	4186 Chanel Rd.	7
Ann Wroblewski	6486 Southshore Dr	7
Vince Britt	6486 Southshore Dr	7
Tom Diph	4162 Chanel Rd	7
B. Ritter	7750 Wildwood Dr.	2
J. Winne	4385 Watson Rd	7
SURATKA	8920 Southshore	5
Kenny Layne	3973 Salmon Harbor Rd	

**Lake Lemon Conservancy District
Board of Directors Meeting Minutes
Benton Township Senior Citizen's Building
May 20, 2015**

The May 20, 2015 Board of Directors Meeting of the Lake Lemon Conservancy District was held at the Benton Township Senior Citizen's Building and was called to order by Chairman Pam Dugan at 6:00 p.m.

BOARD MEMBERS PRESENT: Pam Dugan, Sue Miller, Lance Eberle, John Schell, Dennis Friesel, and Mike Blackwell. ALSO PRESENT: Adam Casey, Manager; James Van Tassel, Lake Biologist; and LLCD Freeholders (see attached sign-in sheet). ABSENT: Marty Mann, Director.

- I. Opening Comments (Dugan)**
- II. Approval of April 29, 2015 Additional Board Meeting Minutes (Dugan)**

SCHELL MOTIONED TO APPROVE THE APRIL 29, 2015 ADDITIONAL BOARD MEETING MINUTES. MILLER SECONDED THE MOTION. ALL "AYE'S". THE MOTION CARRIED.

- III. Treasurer's Report (Eberle)**
 - a. April Financial Highlights
 - b. Report of Claims Approval for April 2015

SCHELL MOTIONED TO APPROVE THE ALLOWANCE OF VOUCHERS FOR APRIL 2015. DUGAN SECONDED THE MOTION. ALL "AYE'S". THE MOTION CARRIED.

- c. 2016 Budget Timeline
 - i. All changes must be made to the 2016 Budget by the conclusion of the August 22, 2015 Board of Directors Meeting.
- d. Appointment of 2016 Budget Committee
 - i. The budget committee historically has been the three Board Officers- Chair, Vice-Chair, and Treasurer.

DUGAN MOTIONED TO APPOINT DUGAN, MILLER AND EBERLE TO THE 2016 BUDGET COMMITTEE. SCHELL SECONDED THE MOTION. ALL "AYE'S". THE MOTION CARRIED.

- IV. Manager's Report**

- a. Indiana University Water Testing Results for 2014
 - i. Casey introduced Melissa Clark, School of Public and Environmental Affairs
 - ii. See attached report
 - iii. E.Coli will be tested instead of Fecal Coliform this year as it is more common indicator.
 - iv. Eberle asked Clark if she saw any red flags or reason for concern.
 - 1. Clark stated there are high levels of E Coli bacteria however that is common with large agricultural watersheds. Overall the lake has been steady the past 15 years, and shows no drastic change in water quality.
 - v. Schell asked to rename the creek entering North Shore Marina to knob creek in the IU report.
 - vi. Blackwell asked if E.Coli or fecal coliform testing can differentiate agriculture and human waste.
 - 1. E. Coli and fecal coliform include all warm bodied animals.
 - vii. Blackwell asked if Clark knew of any grant money available for watersheds.
 - 1. Clark replied the Beanblossom Watershed has a 319 grant and is run by Martha Miller.
 - 2. Van Tassel attended the last watershed meeting when a plan was developed, however little action has come since. Casey will contact with Martha Miller.
 - 3. Blackwell commented he would like to see more focus on best management practices in the watershed.
 - viii. The Board thanked Clark for attending.
- b. Renew IU Water Testing Agreement for 2015 - 2016

- i. IU had not finished the contract prior to the meeting. The contract should be available for approval at the June 20, 2015 Board Meeting.
- c. Barge Designers: Discussion
 - i. Request for Proposal: Full Barge Package
 - ii. Casey has spoken with three companies that are capable and willing to build a barge specific to the LLCDC's needs.
 - iii. Casey reviewed the RFP and associated timeline (see attached).
 - iv. Casey stated he will make it mandatory for the contractor/designer to see the channels first hand.
 - v. Blackwell asked if the RFP's can be opened prior to the meeting.
 - 1. Casey replied that we are able to open and review any RFPs outside of public meetings, due to the risk of divulging proprietary information. Casey suggested having an executive session prior the June 20, 2015 Board Meeting for the Board Members and staff to review.

MILLER MOTIONED TO HOLD AN EXECUTIVE SESSION FOR THE REVIEW OF THE REQUEST FOR PROPOSALS ON JUNE 18TH, 2015 AT 6:00 PM AT THE LLCDC OFFICE. SCHELL SECONDED THE MOTION. ALL "AYE'S". THE MOTION CARRIED.

BLACKWELL MOTIONED TO APPROVE THE REQUEST FOR PROPOSAL FOR A SMALL BARGE DESIGN PENDING CORRECTIONS FROM ANGELA PARKER, LLCDC ATTORNEY. DUGAN SECONDED THE MOTION. ALL "AYE'S". THE MOTION CARRIED.

- d. Freeholder Survey: Update
 - i. The survey is out, there have been some discrepancies with our mailing list and the auditors, so please inform your neighbors to get in contact with the office if a survey notice has not been received.

- ii. A preliminary report should be available at the June 20, 2015 Board Meeting.
- e. Bath House / Volunteer Day: Update
 - i. Casey thanked everyone for their time and efforts on volunteer day. It was a big success.
 - ii. The plumbers have installed all new plumbing, toilets, and sinks.
 - iii. Freeholder, Vince Britt (VII), asked if the flooring of the bath house has been addressed.
 - 1. Casey replied it has not yet been addressed however it is in fair condition and not a safety issue.
- f. Debris Removal / Shoreline Erosion Control: Update
 - i. The LLCDC has been focusing its efforts on disposal site prep and is currently performing maintenance on the silt fencing. The barge will start the season with private rip rap jobs followed by debris removal.
- g. Recognition Discussion: Former District Manager
 - i. There has been discussion about naming the cove adjacent to the LLCDC office "Bob's Cove". Bob Madden was the District Manager for 19 years and was vital in the establishment and success of the Conservancy District. The naming of this cove would be an appropriate and deserving honor for his time at Lake Lemon.
 - ii. Staff has talked with the CBU and at first glance saw no issues with naming the cove.
 - iii. The Board supported this idea.
- h. Canada Goose: Update (Van Tassel)
 - i. Fourteen (14) nests totaling 77 eggs were treated at Cemetery Island. There has been a decline in the number of nests on the islands the past two years. No other nesting geese were found or treated outside of Cemetery Island.

V. Public Comment

- a. Miller commented there was a boating accident at a near by lake. Everyone should be safe/cautious this weekend.
- b. Dugan also commented that it's the beginning of the season and even seasoned boaters can be a bit rusty, and asked the Freeholders to please be safe and aware this upcoming Memorial Day Weekend.
- c. Freeholder, Vince Britt (VII), commented the bass boats are extremely fast and can be a safety issue.
- d. Freeholder, Susan Salmon (II), asked the Board to be pro-active with safety measures and concerns.
 - i. Eberle commented there is some boater safety signage at the riddle point ramp and marina.
- e. Freeholder commented there are perks to insurance costs if you have taken the boater safety education course.

VI. New Business / Correspondence for Future Agenda (Dugan)

- a. Next LLCB Board Meeting: June 20, 2015; 10:00 AM; Annual Picnic, Riddle Point Park Shelter House
- b. The Board of Directors will meet in executive session to the review the RFP's for a small barge design on Thursday June 18th, 2015 at 6:00 PM at the LLCB Office.

VII. Adjournment (Dugan)

SCHELL MOTIONED TO ADJOURN THE MAY 20, 2015 BOARD OF DIRECTORS MEETING. BLACKWELL SECONDED THE MOTION. ALL "AYE'S". THE MOTION CARRIED. MEETING ADJOURNED AT 6:57 PM.

Respectfully Submitted by:

James Van Tassel, Lake Biologist

LAKE LEMON CONSERVANCY

Financial Statements

For the Period Ending

January 1, 2015 thru April 30, 2015

(UNAUDITED)

**Watkins Accounting
113 E. 19th Street
Bloomington, IN 47408**

LAKE LEMON CONSERVANCY

I have prepared the financial statements for LAKE LEMON CONSERVANCY as of April 30, 2015 on the basis used in the preparation of its federal income tax returns. The tax returns are prepared on the accrual basis when appropriate.

The following are the company's significant accounting policies under this basis:

Income Tax. No provision or liability for income taxes has been included in the financial statements.

Provision for Doubtful Accounts. No provision for doubtful accounts is made. The company follows the practice of charging off all accounts deemed uncollectible directly to expense.

Property and Equipment. Property and equipment, as well as liabilities pertaining thereto, are recorded at cost as determined for income tax purposes.

Shirley Watkins, CPA
May 12, 2015

LAKE LEMON CONSERVANCY
Balance Sheet
 As of April 30, 2015

	<u>Apr 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Peoples State Bank	219,272.23
1010 · Petty Cash	100.00
1020 · Change Fund	200.00
1030 · CD's General Fund	116,008.85
1040 · CD's Cumulative Maint Fund	76,796.67
1050 · Savings Account	1,685.41
Total Checking/Savings	<u>414,063.16</u>
Total Current Assets	414,063.16
Fixed Assets	
1510 · Trucks	132,761.25
1520 · Other Asset	3,993.11
1550 · Boats	209,750.00
1680 · Other Fixed Assets	146,993.48
Total Fixed Assets	<u>493,497.84</u>
TOTAL ASSETS	<u><u>907,561.00</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 · FICA & Federal Taxes Payable	5,819.50
2020 · State & Co. Withholding Payable	465.13
Total Other Current Liabilities	<u>6,284.63</u>
Total Current Liabilities	6,284.63
Total Liabilities	6,284.63
Equity	
3000 · Opening Balance Equity	101,373.66
3040 · General Fund	563,035.83
3060 · Cumulative Maintenance Fund	38,496.47
3200 · Retained Earnings	233,483.16
Net Income	-35,112.75
Total Equity	<u>901,276.37</u>
TOTAL LIABILITIES & EQUITY	<u><u>907,561.00</u></u>

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 Accrual Basis

LAKE LEMON CONSERVANCY Profit & Loss YTD Comparison April 2015

	Apr 15	Jan - Apr 15
Income		
4000 · Watercraft Permits	14,779.00	18,566.00
4010 · Launch Fees	4,770.00	6,124.00
4020 · Marina & Club Fees	0.00	4,000.00
4030 · Sublease & Access Fees	910.00	21,390.00
4060 · Interest	312.10	589.82
4070 · Grants & Donations	15.00	15.00
4080 · Fishing Tournament	885.00	1,485.00
4090 · Park Reservations	125.00	125.00
Total Income	21,796.10	52,294.82
Expense		
6000 · Manager	4,000.00	19,165.16
6010 · FICA	3,704.70	5,823.77
6020 · State Unemployment Tax	197.78	200.49
6030 · Retirement	568.00	2,377.44
6040 · Health Insurance	306.50	2,715.28
6070 · Gate Attendant	994.89	1,204.90
6110 · Lake Biologist	3,098.25	10,446.50
6112 · Dredger (Other)	1,971.00	5,913.00
6114 · Assistant Dredger (Other)	639.00	1,674.00
6120 · Season & Launch Permits	0.00	1,791.88
6130 · Daily Permits	0.00	208.50
6160 · Printer, Copier & Computer Supp	59.89	424.85
6170 · Miscellaneous-Other	0.00	29.97
6180 · Postage	98.00	319.40
6190 · General Business Supplies	71.05	153.90
6200 · Regular Gas	0.00	202.97
6240 · Building & Grounds	14.08	265.05
6251 · Dredging Supplies	965.08	1,618.25
6300 · Accounting Services	450.00	1,800.00
6320 · Attorney	507.50	1,159.19
6350 · Other Prof/Secretarial Service	0.00	75.00
6370 · Phone, LDT, Pager, E-Mail	241.72	966.40
6380 · Travel	0.00	140.00
6390 · Hotel	0.00	157.50
6410 · Subscriptions	0.00	145.70
6430 · Ads	48.91	103.74
6440 · Other	0.00	404.32
6450 · Insurance	0.00	25,353.00
6460 · Electric	347.95	1,698.80
6470 · Water	42.14	168.56
6480 · Trash	0.00	84.05
6490 · Port-O-Lets	152.00	152.00
6500 · Pump Holding Tank	0.00	100.00
6510 · Building & Grounds Expense	0.00	189.00
6520 · Boat	0.00	175.00
6700 · Computer Equipment	0.00	0.00
Total Expense	18,478.44	87,407.57
Net Income	3,317.66	-35,112.75

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 Accrual Basis

LAKE LEMON CONSERVANCY Profit & Loss Budget vs. Actual January through April 2015

	Jan - Apr 15	Budget	\$ Over Budget	% of Budget
Income				
4000 - Watercraft Permits	18,566.00	105,000.00	-86,434.00	17.7%
4010 - Launch Fees	6,124.00	18,000.00	-11,876.00	34.0%
4020 - Marina & Club Fees	4,000.00	8,000.00	-4,000.00	50.0%
4030 - Sublease & Access Fees	21,390.00	26,000.00	-4,610.00	82.3%
4040 - Property Tax - Brown Co.	0.00	85,000.00	-85,000.00	0.0%
4050 - Property Tax -Monroe Co.	0.00	185,000.00	-185,000.00	0.0%
4060 - Interest	589.82	1,500.00	-910.18	39.3%
4070 - Grants & Donations	15.00	5,000.00	-4,985.00	0.3%
4080 - Fishing Tournament	1,485.00	700.00	785.00	212.1%
4090 - Park Reservations	125.00	4,000.00	-3,875.00	3.1%
4100 - Park Admission Fees	0.00	27,000.00	-27,000.00	0.0%
4110 - Concessions	0.00	0.00	0.00	0.0%
4120 - Other Income	0.00	0.00	0.00	0.0%
4130 - Dredging/Rip-Rap Income	0.00	10,000.00	-10,000.00	0.0%
4140 - Dredging Equipment Loan Proceed	0.00	200,000.00	-200,000.00	0.0%
Total Income	52,294.82	655,200.00	-602,905.18	8.0%
Expense				
6000 - Manager	19,165.16	55,000.00	-35,834.84	34.8%
6010 - FICA	5,823.77	12,641.00	-6,817.23	46.1%
6020 - State Unemployment Tax	200.49	789.00	-588.51	25.4%
6030 - Retirement	2,377.44	7,810.00	-5,432.56	30.4%
6040 - Health Insurance	2,715.28	12,000.00	-9,284.72	22.6%
6050 - Life Insurance	0.00	0.00	0.00	0.0%
6060 - Dental Insurance	0.00	0.00	0.00	0.0%
6070 - Gate Attendant	1,204.90	21,000.00	-19,795.10	5.7%
6080 - Seasonal Labor	0.00	0.00	0.00	0.0%
6090 - Park Maintenance Technician	0.00	0.00	0.00	0.0%
6100 - Lake Patrol	0.00	4,800.00	-4,800.00	0.0%
6110 - Lake Biologist	10,446.50	27,200.00	-16,753.50	38.4%
6111 - Dredger	0.00	21,900.00	-21,900.00	0.0%
6112 - Dredger (Other)	5,913.00	13,688.00	-7,775.00	43.2%
6113 - Assistant Dredger	0.00	10,800.00	-10,800.00	0.0%
6114 - Assistant Dredger (Other)	1,674.00	5,400.00	-3,728.00	31.0%
6115 - Dredger (Private)	0.00	3,650.00	-3,650.00	0.0%
6116 - Assistant Dredger (Private)	0.00	1,800.00	-1,800.00	0.0%
6120 - Season & Launch Permits	1,791.88	1,200.00	591.88	149.3%
6130 - Daily Permits	208.50	300.00	-91.50	69.5%
6140 - Receipt/Tickets Books	0.00	400.00	-400.00	0.0%
6150 - Checks	0.00	200.00	-200.00	0.0%
6160 - Printer, Copier & Computer Supp	424.85	800.00	-375.15	53.1%
6170 - Miscellaneous-Other	29.97	1,300.00	-1,270.03	2.3%
6180 - Postage	319.40	1,000.00	-680.60	31.9%
6185 - Receipt Books	0.00	0.00	0.00	0.0%
6190 - General Business Supplies	153.90	500.00	-346.10	30.8%
8200 - Regular Gas	202.97	7,000.00	-6,797.03	2.9%

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 Accrual Basis

LAKE LEMON CONSERVANCY Profit & Loss Budget vs. Actual January through April 2015

	Jan - Apr 15	Budget	\$ Over Budget	% of Budget
6210 · Diesel	0.00	12,000.00	-12,000.00	0.0%
6220 · Janitorial Supplies	0.00	0.00	0.00	0.0%
6230 · Medical Supplies	0.00	0.00	0.00	0.0%
6240 · Building & Grounds	265.05	8,500.00	-8,234.95	3.1%
6250 · Boat/Weed Harvester/Truck	0.00	1,500.00	-1,500.00	0.0%
6251 · Dredging Supplies	1,618.25	19,000.00	-17,381.75	8.5%
6252 · Rip Rap/Erosion Control	0.00	8,000.00	-8,000.00	0.0%
6260 · Uniforms	0.00	0.00	0.00	0.0%
6270 · Boat Equipment	0.00	0.00	0.00	0.0%
6280 · Radio/Communication Equipment	0.00	0.00	0.00	0.0%
6290 · Signs & Nautical Markers	0.00	2,000.00	-2,000.00	0.0%
6300 · Accounting Services	1,800.00	5,400.00	-3,600.00	33.3%
6310 · Grass	0.00	10,875.00	-10,875.00	0.0%
6320 · Attorney	1,159.19	4,000.00	-2,840.81	29.0%
6325 · Fish Management Survey	0.00	0.00	0.00	0.0%
6330 · Consulting Engineer	0.00	10,000.00	-10,000.00	0.0%
6340 · State Board Accounts Audit	0.00	0.00	0.00	0.0%
6350 · Other Prof/Secretarial Service	75.00	500.00	-425.00	15.0%
6370 · Phone, LDT, Pager, E-Mail	966.40	2,900.00	-1,933.60	33.3%
6380 · Travel	140.00	0.00	140.00	100.0%
6390 · Hotel	157.50	0.00	157.50	100.0%
6400 · Meals	0.00	0.00	0.00	0.0%
6410 · Subscriptions	145.70	300.00	-154.30	48.6%
6420 · Newsletter	0.00	0.00	0.00	0.0%
6430 · Ads	103.74	300.00	-196.26	34.6%
6440 · Other	404.32	1,000.00	-595.68	40.4%
6450 · Insurance	25,353.00	43,000.00	-17,647.00	59.0%
6460 · Electric	1,698.80	4,500.00	-2,801.20	37.8%
6470 · Water	168.56	600.00	-431.44	28.1%
6480 · Trash	84.05	1,500.00	-1,415.95	5.6%
6490 · Port-O-Lets	152.00	2,000.00	-1,848.00	7.6%
6500 · Pump Holding Tank	100.00	400.00	-300.00	25.0%
6510 · Building & Grounds Expense	189.00	4,000.00	-3,811.00	4.7%
6520 · Boat	175.00	1,500.00	-1,325.00	11.7%
6530 · Truck	0.00	1,000.00	-1,000.00	0.0%
6540 · Sluice Gate Inspection	0.00	0.00	0.00	0.0%
6541 · Dredging Equipment Maintenance	0.00	7,000.00	-7,000.00	0.0%
6542 · Equipment Rental	0.00	1,500.00	-1,500.00	0.0%
6550 · Operating Loan	0.00	0.00	0.00	0.0%
6560 · Water Testing	0.00	4,500.00	-4,500.00	0.0%
6570 · Lake Weed Treatment	0.00	50,000.00	-50,000.00	0.0%
6580 · Erosion Control/Matching Fund	0.00	0.00	0.00	0.0%
6590 · Contingency Funds 10%	0.00	5,000.00	-5,000.00	0.0%
6600 · 6% Marina Permit Sales	0.00	2,300.00	-2,300.00	0.0%
6610 · Cumulative Maintenance Fund	0.00	5,000.00	-5,000.00	0.0%
6620 · Dam/Spillway Inspection	0.00	0.00	0.00	0.0%
6630 · Spillway Repairs	0.00	0.00	0.00	0.0%

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05/12/16

Accrual Basis

LAKE LEMON CONSERVANCY
Profit & Loss Budget vs. Actual
January through April 2015

	<u>Jan - Apr 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6640 · Soil Testing IDEM	0.00	0.00	0.00	0.0%
6650 · Dredge Matching Fund	0.00	0.00	0.00	0.0%
6660 · Dredging/Engineering	0.00	0.00	0.00	0.0%
6661 · Disposal Site Preparation	0.00	5,000.00	-5,000.00	0.0%
6662 · Debt Service-Dredging Loan	0.00	46,000.00	-46,000.00	0.0%
6663 · Barge Assembly	0.00	0.00	0.00	0.0%
6670 · Debt Service (Dredging Equip.)	0.00	0.00	0.00	0.0%
6680 · Other Services and Charges	0.00	2,000.00	-2,000.00	0.0%
6681 · Fireworks	0.00	7,000.00	-7,000.00	0.0%
6682 · Ramp Repairs	0.00	0.00	0.00	0.0%
6685 · Dredging Engineering	0.00	0.00	0.00	0.0%
6690 · Office Equipment	0.00	0.00	0.00	0.0%
6700 · Computer Equipment	726.49	500.00	226.49	145.3%
6701 · Barge	0.00	70,000.00	-70,000.00	0.0%
6702 · Push Boat/Motors	0.00	40,000.00	-40,000.00	0.0%
6703 · Excavator	0.00	90,000.00	-90,000.00	0.0%
Total Expense	88,134.06	691,753.00	-603,618.94	12.7%
Net Income	-35,839.24	-36,553.00	713.76	98.0%

**Lake Lemon Conservancy District
Budget Summary Report**

20-May-15

Profit and Loss Summary	January Actuals	February Actuals	March Actuals	April Actuals	YTD Actuals
Revenue	\$790	\$13,225	\$16,484	\$21,796	\$52,295
Income Breakdown					
Watercraft Permits	0		\$3,787	\$14,779	\$18,566
Launch Fees	0		\$1,354	\$4,770	\$6,124
Marina & Club Fees	\$0	\$2,500	\$1,500	\$0	\$4,000
Sublease & Access Fees	\$0	\$10,725	\$9,755	\$910	\$21,390
Property Tax - Brown County					\$0
Property Tax - Monroe County					\$0
Interest	\$190	\$0	\$88	\$312	\$590
Grants & Donations	\$0	\$0		\$15	\$15
Fish Tournaments	\$600	\$0		\$885	\$1,485
Park/Lake Reservations	\$0	\$0		\$125	\$125
Park Admission Fees		\$0			\$0
Other Income					\$0
Expenses & Margin:					
SG&A expenses	\$28,892	\$15,250	\$24,786	\$18,478	\$87,406
Salaries & Benefits	\$10,068	\$12,507	\$11,464	\$15,480	\$49,518
Supplies	\$271	\$409	\$3,126	\$1,208	\$5,015
Professional Services	\$727	\$720	\$630	\$958	\$3,034
Communication/Travel	\$242	\$382	\$399	\$242	\$1,264
Printing/Advertising	\$30	\$475	\$101	\$49	\$654
Insurance	\$17,117	\$0	\$8,237	\$0	\$25,354
Utility Services	\$438	\$569	\$654	\$542	\$2,203
Repair & Maintenance	\$0	\$189	\$175	\$0	\$364
Other Services	\$0	\$0	\$0	\$0	\$0
Machinery & Equipment	\$0	\$0	\$0	\$0	\$0
Other Capital Outlays	\$0	\$0	\$0	\$0	\$0
Pretax operating profit (loss)	(\$28,102)	(\$2,025)	(\$8,302)	\$3,318	(\$35,112)
Operating margin	-3556.2%	-15.3%	-50.4%	15.2%	-67.1%



Lake Lemon Conservancy District

Date: April 30, 2015

ALLOWANCE OF VOUCHERS

Lance Eberle
Treasurer

(Report of Claims)

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing.) We have examined the vouchers listed on the foregoing accounts payable voucher register and payroll journal, consisting of 5 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total of \$11,505.81

Dated this 20th Day of May 2015

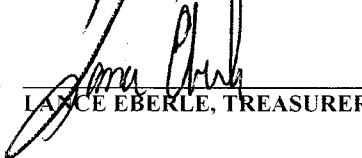
Signature of Governing Board



PAM DUGAN, CHAIRMAN



SUE MILLER, VICE-CHAIR




LANCE EBERLE, TREASURER

MARTY MANN, Sub-Area III



JOHN SCHELL, Sub-Area IV



DENNIS FRIESEL, Sub-Area V



MIKE BLACKWELL, Sub-Area VII

4:29 PM
05/12/15

LAKE LEMON CONSERVANCY
Check Detail
April 2015

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	3387	4/6/2015	B & B WATER CORP		1000 · Peoples Sta...		-42.14
				6470 · Water		-42.14	42.14
TOTAL						-42.14	42.14
Check	3388	4/6/2015	BROWN CO DEM...		1000 · Peoples Sta...		-15.61
				6430 · Ads		-15.61	15.61
TOTAL						-15.61	15.61
Check	3389	4/13/2015	BROWN CO DEM...		1000 · Peoples Sta...		-21.16
				6430 · Ads		-21.16	21.16
TOTAL						-21.16	21.16
Check	3390	4/13/2015	BLOOMINGTON H...		1000 · Peoples Sta...		-6.75
				6240 · Building & G...		-6.75	6.75
TOTAL						-6.75	6.75
Check	3391	4/13/2015	STAPLES CREDIT ...		1000 · Peoples Sta...		-138.27
				6160 · Printer, Copi...		-59.89	59.89
				6190 · General Busi...		-71.05	71.05
				6240 · Building & G...		-7.33	7.33
TOTAL						-138.27	138.27
Check	3392	4/13/2015	NAPA AUTO PARTS		1000 · Peoples Sta...		-849.67
				6251 · Dredging Su...		-849.67	849.67
TOTAL						-849.67	849.67
Check	3393	4/13/2015	HOOSIER TIMES, I...		1000 · Peoples Sta...		-8.48
				6430 · Ads		-8.48	8.48
TOTAL						-8.48	8.48
Check	3394	4/13/2015	WATKINS ACCOU...		1000 · Peoples Sta...		-450.00
				6300 · Accounting ...		-450.00	450.00

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05/12/15

LAKE LEMON CONSERVANCY
Check Detail
April 2015

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-450.00	450.00
Check	3395	4/13/2015	CARMIN PARKER ...		1000 - Peoples Sta...		-507.50
					6320 - Attorney	-507.50	507.50
TOTAL						-507.50	507.50
Check	3402	4/20/2015	VERIZON WIRELE...		1000 - Peoples Sta...		-32.93
					6370 - Phone, LDT,...	-32.93	32.93
TOTAL						-32.93	32.93
Check	3403	4/20/2015	VISA		1000 - Peoples Sta...		-213.41
					6180 - Postage	-98.00	98.00
					6251 - Dredging Su...	-115.41	115.41
TOTAL						-213.41	213.41
Check	3404	4/20/2015	SCI REMC		1000 - Peoples Sta...		-347.95
					6460 - Electric	-347.95	347.95
TOTAL						-347.95	347.95
Check	3405	4/20/2015	COMCAST CABLE		1000 - Peoples Sta...		-208.79
					6370 - Phone, LDT,...	-208.79	208.79
TOTAL						-208.79	208.79
Check	3406	4/22/2015	INDIANA DEPT OF...		1000 - Peoples Sta...		-197.78
					6020 - State Unem...	-197.78	197.78
TOTAL						-197.78	197.78
Check	3407	4/24/2015	MONROE TUFF-JON		1000 - Peoples Sta...		-152.00
					6490 - Port-O-Lets	-152.00	152.00
TOTAL						-152.00	152.00
Check	3408	4/24/2015	ADAM CASEY		1000 - Peoples Sta...		-306.50

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LAKE LEMON CONSERVANCY
Check Detail
April 2015

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					6040 · Health Insur...	-306.50	306.50
TOTAL						-306.50	306.50
Check	3409	4/27/2015	BROWN CO DEM...		1000 · Peoples Sta...		-3.66
					6430 · Ads	-3.66	3.66
TOTAL						-3.66	3.66

Total April

3502.60

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05/12/15

LAKE LEMON CONSERVANCY Payroll Summary April 2015

	Allender, Clinton L			Casey, Adam W		Hopkins, Joseph S			Nguyen, Christopher X			Snooks, Frankl...		
	Hours	Rate	Apr 15	Hour	Rate	Apr 15	Hours	Rate	Apr 15	Hours	Rate	Apr 15	Hours	Rate
Employee Wages, Taxes and Adjustments														
Gross Pay														
Salary			0.00			4,000.00			0.00			0.00		
6110-OVERTIME			0.00			0.00			0.00			0.00		
Reg. Pay-6070			0.00			0.00	36	10.50	378.00	37	10.50	388.51	21.75	10.50
Reg. Pay-6110			0.00			0.00			0.00			0.00		
Reg. Pay-6111			0.00			0.00			0.00			0.00		
Reg. Pay-6112			0.00			0.00			0.00			0.00		
Reg. Pay-6113		17.50	0.00			0.00			0.00			0.00		
Reg. Pay-6114	35.5	18.00	639.00			0.00			0.00			0.00		
Reg. Pay-6115			0.00			0.00			0.00			0.00		
Reg. Pay-6116		17.50	0.00			0.00			0.00			0.00		
Total Gross Pay	35.5		639.00			4,000.00	36		378.00	37		388.51	21.75	
Deductions from Gross Pay														
Insurance			0.00			0.00			0.00			0.00		
Retirement			0.00			-120.00			0.00			0.00		
Total Deductions from Gross Pay			0.00			-120.00			0.00			0.00		
Adjusted Gross Pay	35.5		639.00			3,880.00	36		378.00	37		388.51	21.75	
Taxes Withheld														
Federal Withholding			-62.00			-602.00			0.00			-20.00		
Medicare Employee			-9.26			-58.00			-5.48			-5.64		
Social Security Employee			-39.62			-248.00			-23.44			-24.09		
IN - Withholding			-21.09			-128.04			-12.47			-12.82		
Hamilton Co			0.00			0.00			0.00			0.00		
Law. Co.			-11.18			0.00			0.00			0.00		
Monroe Co.			0.00			-42.48			-4.13			-4.06		
Total Taxes Withheld			-143.15			-1,078.52			-45.52			-66.61		
Net Pay	35.5		495.85			2,801.48	36		332.48	37		321.90	21.75	
Employer Taxes and Contributions														
Federal Unemployment			3.83			6.00			2.27			2.33		
Medicare Company			9.26			58.00			5.48			5.64		
Social Security Company			39.62			248.00			23.44			24.09		
IN - Unemployment Company			7.90			24.72			2.44			1.94		
Total Employer Taxes and Contributions			60.61			336.72			33.63			34.00		

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LAKE LEMON CONSERVANCY
Payroll Summary
April 2015

	Snoo...			VanTassel, James P			WARTHAN, LEVI R			TOTAL		
	Apr 15	Hours	Rate	Apr 15	Hours	Rate	Apr 15	Hours	Rate	Apr 15		
Employee Wages, Taxes and Adjustments												
Gross Pay												
Salary	0.00			0.00			0.00				4,000.00	
6110-OVERTIME	0.00	15.5	25.50	395.25			0.00	15.50			395.25	
Reg. Pay-6070	228.38			0.00			0.00	94.75			994.89	
Reg. Pay-6110	0.00	159	17.00	2,703.00			0.00	159.00			2,703.00	
Reg. Pay-6111	0.00			0.00		36.00	0.00				0.00	
Reg. Pay-6112	0.00			0.00	54	36.50	1,971.00	54.00			1,971.00	
Reg. Pay-6113	0.00		17.00	0.00			0.00				0.00	
Reg. Pay-6114	0.00			0.00			0.00	35.50			639.00	
Reg. Pay-6115	0.00			0.00		36.00	0.00				0.00	
Reg. Pay-6116	0.00			0.00			0.00				0.00	
Total Gross Pay	228.38	174.5		3,098.25	54		1,971.00	358.75			10,703.14	
Deductions from Gross Pay												
Insurance	0.00			0.00			0.00				0.00	
Retirement	0.00			0.00			0.00				-120.00	
Total Deductions from Gross Pay	0.00			0.00			0.00				-120.00	
Adjusted Gross Pay	228.38	174.5		3,098.25	54		1,971.00	358.75			10,583.14	
Taxes Withheld												
Federal Withholding	-13.00			-408.00			-191.00				-1,296.00	
Medicare Employee	-3.31			-44.92			-28.58				-155.19	
Social Security Employee	-14.16			-192.09			-122.21				-663.61	
IN - Withholding	-7.54			-102.24			-65.04				-349.24	
Hamilton Co	0.00			-30.98			0.00				-30.98	
Law. Co.	0.00			0.00			0.00				-11.18	
Monroe Co.	-2.50			0.00			-20.56				-73.73	
Total Taxes Withheld	-40.51			-778.23			-427.39				-2,579.93	
Net Pay	187.87	174.5		2,320.02	54		1,543.61	358.75			8,003.21	
Employer Taxes and Contributions												
Federal Unemployment	1.37			0.00			11.83				27.63	
Medicare Company	3.31			44.92			28.58				155.19	
Social Security Company	14.16			192.09			122.21				663.61	
IN - Unemployment Company	1.63			16.60			19.40				74.63	
Total Employer Taxes and Contributions	20.47			253.61			182.02				921.06	



Lake Lemon Conservancy District

TENTATIVE LLCD BUDGET PLANNER/KEY DATES FOR 2016 BUDGET

May 20, 2015	Budget Time-Line Calendar – Selection of Board Budget Committee
May 21 – June 15, 2015	Prepare 2016 Budget
June 20, 2015	Presentation of 2016 Budget (10:00 A.M., Riddle Point Park Shelter House)
July 18, 2015	First Public Discussion on 2016 Budget (10:00 A.M., Riddle Point Park Shelter House)
August 22, 2015	Second Public Discussion on 2016 Budget (10:00 A.M., Riddle Point Park Shelter House) *All Budget adjustments must be made by the conclusion of the August 22, 2015 Meeting.
September 2, 2015	First Budget Publication Herald Times / Brown County Democrat
September 9, 2015	Second Budget Publication (7 days after 1 st publication) Herald Times / Brown County Democrat
September 16, 2015	Public Hearing on 2016 Budget (Minimum 10 days after 1 st publication) (6:00 P.M., Benton Township Senior Citizens Building)
October 21, 2015 (But no later than November 1, 2015)	Board Adoption of 2016 Budget (Minimum 15 days after Monroe County Council Review) (6:00 P.M., Benton Township Senior Citizens Building)

7599 North Tunnel Road, Unionville, IN 47468
Phone 812/334-0233 • Fax 812/335-0038

Lake Lemon Monitoring Program

2015-2016

1.0 INTRODUCTION

The Lake Lemon Conservancy District (LLCD) has entered into a lease agreement with the City of Bloomington Utilities Service Board (USB) to maintain Lake Lemon in such condition necessary to protect the lake's water quality consistent with its potential use as a drinking water source. LLCD also agreed to maintain the lake in such condition to meet all state and federal requirements for recreational waters and to maintain the quality of the water in the lake at least at its present level.

The LLCD has requested assistance from the School of Public and Environmental Affairs (SPEA) to provide long-term monitoring of the lake's condition. The purpose of this contract is to establish the monitoring program and fees necessary for LLCD to meet the monitoring requirements of the USB for the years of 2015 through 2016.

2.0 WATER QUALITY SAMPLING AND ANALYSIS

In-Lake Sampling. Previous studies (Zogorski et al., 1986; Jones and Clemency, 1992) have shown that water characteristics in Lake Lemon follow typical patterns for run-of-the-river reservoirs. The eastern end is riverine in nature and is influenced strongly by Beanblossom Creek. The western end is more lake-like (*lacustrine*), and the middle is a transitional zone. To characterize these differences, the established protocol specifies sampling the lake in at least two locations - at mid-lake just east of Reed Point, and near Riddle Point over the deepest water in the lake. One set of samples will be collected during the spring and another set during July/August of 2015 and again in 2016.

At each of the two sampling sites, we will collect water samples for the following parameters at one meter below the surface (*epilimnion*) and from one meter off the bottom (*hypolimnion*):

- alkalinity
- pH
- conductivity
- total phosphorus
- soluble reactive phosphorus
- nitrate+nitrite
- ammonia
- total organic nitrogen
- suspended solids

These samples will be placed into an appropriate bottle with preservative (if needed) and stored in an ice chest until analysis in SPEA's laboratory.

Temperature and dissolved oxygen will be measured at one-meter depth intervals from the surface to the bottom at each lake site with a YSI Model 85 Meter. At each lake site, the following additional collections or measurements will be made:

- Secchi disk transparency
- determination of the one percent light level (Beckman Enviroeye)
- chlorophyll *a* (in epilimnion only; filtered in the field and stored on ice)
- zooplankton genera density (tow from the 1% light level with a 55 micron net)
- phytoplankton genera density (2 meter integrated sample)
- *E. coli* bacteria (from epilimnion only)

Results from the lake analyses will be used to calculate the Carlson Trophic State Index according to IDEM guidelines. The trophic state index is a useful tool for tracking water quality changes over time. All analyses will be conducted using methods consistent with *Standard Methods for the Examination of Waters and Wastewater, 20th Edition* (APHA, 2005). An Alpkem FLOW SOLUTION autoanalyzer (Model 3570) will be used to analyze nitrate, ammonia, organic nitrogen and total phosphorus. A QA/QC plan is available for the SPEA limnology lab.

Additional lake samples for fecal coliform bacteria will be collected on both sampling dates in and around the Chitwood Addition at the southeast corner of Lake Lemon. This area has had high historical bacteria counts.

Stream Sampling. Because Lake Lemon's condition is heavily influenced by runoff from its watershed, it is also important to monitor the main inlet to the lake - Beanblossom Creek. Up to 80% of the annual sediment and nutrient load into a lake comes during the 4-5 largest runoff events. Therefore, we will sample Beanblossom Creek in the spring and summer of 2013 and 2014 during runoff events, if possible, at one location at mid-depth near its discharge point to the lake. The following parameters will be measured: temperature, dissolved oxygen, pH, alkalinity, conductivity, SRP, total phosphorus, nitrate+nitrite, ammonia, organic nitrogen, total suspended solids, and fecal coliform bacteria.

Furthermore, we will sample Bear Creek, near its confluence with Beanblossom Creek and lower Beanblossom Creek, for fecal coliform bacteria and total suspended solids. We will also sample the small tributary/ditch that flows through the trailer park on North Shore Drive just north of the marina for fecal coliform bacteria. These two additional tributary sites will be sampled on the regularly scheduled spring and summer sampling events and during the storm event.

3.0 PRODUCTS PRODUCED

SPEA will prepare an annual written report documenting the results of the monitoring efforts for each year. The report will include a determination of the Carlson Trophic State Index for each lake site and for each sampling date. All data will be included in tables and interesting trends will also be displayed in graphs. The current year's data will be compared to historical data to assess relative changes in the lake.

SPEA will also be available to present its report and answer questions to the Lake Lemon Conservancy District Board.

4.0 CAPABILITIES AND QUALIFICATIONS

**Melissa Clark, School of Public and Environmental Affairs, Indiana University
Limnologist, Director of the Indiana Clean Lakes Program, Certified Lake Professional**

Melissa has managed the SPEA Limnology Laboratory for the last 14 years. Taking on the full direction of the lab in 2011, Melissa continues to manage the Indiana Clean Lakes Program, various Lake and River Enhancement projects, and monitoring Lake Lemon Water Conservancy District. Melissa has also been part of the SPEA faculty since 2000 (Senior Lecturer). She teaches Limnology, Lake and Watershed Management, Water Resources, Aquatic Habitat Analysis, Environmental Sustainability among others. For the Limnology Laboratory she is responsible for training all graduate students employed on all laboratory projects for field and laboratory methods. Melissa maintains and operates all analytical instruments and insures laboratory Quality Assurance/Quality Control (QA/QC) that meet the requirements of the U.S. EPA and IDEM. With our rigid quality control and chain-of-custody project samples never leave their hands. They never deliver samples to a contract lab (except *E. coli* for distant contracts). Melissa and the Limnology Laboratory are responsible for water quality sampling, conducting biological and physical habitat assessments. The Limnology Laboratory then processes and analyzes all samples for report writing.

**Sarah Powers, School of Public and Environmental Affairs, Indiana University
Limnologist, Laboratory Manager & Research Associate, Citizen Science Coordinator**

Sarah now manages the SPEA Limnology Laboratory with Melissa Clark assuming the directorship of the Indiana Clean Lakes Program (CLP). Sarah maintains and operates all analytical instruments and insures laboratory Quality Assurance/Quality Control (QA/QC) that meet the requirements of the U.S. EPA and IDEM. She prepares Quality Control samples, compiles QA/QC results and performs corrective action when necessary. Another large portion of Sarah's CLP responsibilities focuses on the citizen lake water monitoring. Currently, Sarah coordinates with ~80 volunteers around the state. In the past 3 years, Sarah has worked to expand the current program to include mapping and early detection of invasive species. Sarah continues to conduct workshops throughout the state preparing volunteers for invasive species surveys. In addition to laboratory work and lake stewardship, Sarah takes on the Adjunct Faculty role at SPEA where she teaches Introduction to Environmental Science and Techniques in Environmental Science.

Qualified graduate students from SPEA's Master of Science in Environmental Science Program will assist with the collection and analysis of samples collected under this contract.

5.0 REFERENCES CITED

- APHA. 2000. Standard Methods for the Examination of Water and Wastewater, 20th edition. American Public Health Association, Washington, D.C.
- Jones, W.W. and L. Clemency. 1992. Lake Lemon T by 2000 Feasibility Study. School of Public and Environmental Affairs, Indiana University, Bloomington.
- Zogorski, J.S., W.W. Jones, and nine others. 1986. Lake Lemon Diagnostic/Feasibility Study. School of Public and Environmental Affairs, Indiana University, Bloomington, Indiana.

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

Lake Lemon Conservancy District, Unionville, IN.

Request for Proposal for Mechanical Dredge Barge to be used for sediment removal, debris removal and Rip-Rap stone application on Lake Lemon

RFP # 51915

5-19-2015

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

1 Statement of Work

1.1 Purpose

The purpose of this Request for Proposal (RFP) is to invite prospective vendors to submit a proposal to Design, Build and Deliver a complete Mechanical Barge System to the Lake Lemon Conservancy District ("LLCD"). The RFP provides vendors with the relevant information, and terms and conditions to offer the equipment for sale to the LLCD.

1.2 Coverage & Participation

The intended coverage of this RFP, and any agreement resulting from this solicitation, shall be for the use of all departments at the LLCD. The Lake Lemon Conservancy District, reserves the right not to enter into any contract, to add and/or delete elements, or to change any element of the coverage and participation at any time without prior notification and without any liability or obligation of any kind or amount.

2 General Information

2.1 Original RFP Document

The LLCD shall retain the RFP, and all related terms and conditions, exhibits and other attachments, in original form in an archival copy. Any modification of these, in the vendor's submission, is grounds for immediate disqualification.

2.2 The Organization

Lake Lemon was built to serve as a drinking water reservoir and natural resource venue for the City of Bloomington's expanding population. Lake lemon was used as the primary drinking water source for the City of Bloomington until the late 1960's. Currently the reservoir serves as Bloomington's back up water supply. In the late 1980's, due to the financial burden of an unused water supply, the City of Bloomington Utilities began to look for a group interested in managing the reservoir. The LLCD was formed in 1995.

In the spring of 2010, the LLCD purchased mechanical dredging equipment for the district to manage a dredging and shore line stabilization (Rip-Rap) program entitled the Lake Lemon Restoration Project. In 2012 The LLCD received an Implementation Award for the project by the Indiana Lake Management Society. In order to expand the scope of the restoration project, and to reach areas inaccessible with our current equipment, The LLCD seeks to purchase a downsized barge system for mechanical dredging.

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

2.3 Existing Equipment and Services

Currently the LLCD utilizes a design with 3 sectional 67' x 12' x 4' barges pinned together. A removable Komatsu PC 300 excavator sits at the front of the barge for mechanical dredging, debris removal, and Rip-Rap application. The barge has a raised wall sediment box that holds approximately 100 cubic yards of sediment. The barge is pushed by a 24' long push boat with an inboard 150 H.P. John Deere diesel motor.

2.4 Schedule of Events

The following is a tentative schedule that will apply to this RFP, but may change in accordance with the organization's needs or unforeseen circumstances. Changes will be communicated by e-mail to all invited bidders.

Issuance of RFP	May 27, 2015
Technical Questions/Inquiries due	June 10, 2015
RFP Closes	June 17, 2015 5:00 pm EST
Complete Initial Evaluation	June 18, 2015
Final Award Notification	June 20, 2015

3 Proposal Preparation Instructions

3.1 Vendor's Understanding of the RFP

In responding to this RFP, the vendor accepts full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to LLCD as necessary to gain such understanding. The LLCD reserves the right to disqualify any vendor who demonstrates less than such understanding. Further, The LLCD reserves the right to determine, at its sole discretion, whether the vendor has demonstrated such an understanding. That right extends to cancellation of award, if award has been made. Such disqualification and/or cancellation shall be at no fault, cost, or liability whatsoever to LLCD.

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

3.2 Good Faith Statement

All information provided by The LLCD in this RFP is offered in good faith. Individual items are subject to change at any time. The LLCD makes no certification that any item is without error. The LLCD is not responsible or liable for any use of the information or for any claims asserted there from.

3.3 Communication

Verbal communication shall not be effective unless formally confirmed in writing by the Executive Director who is designated as the official in charge of managing this RFP process. In no case shall verbal communication govern over written communication.

- 3.3.1 **Vendors' Inquiries.** Applicable terms and conditions herein shall govern communications and inquiries between The LLCD and vendors as they relate to this RFP. Inquiries, questions, and requests for clarification related to this RFP are to be directed in writing to:

Lake Lemon Conservancy District
Attn: Adam Casey, LLCD District
Manager
7599 North Tunnel Rd.
Unionville, Indiana 47468

Telephone: (812) 334-0233
Fax: (812) 335-0038
E-mail: Manager@lakelemon.org

- 3.3.2 **Informal Communications** shall include, but are not limited to: requests from/to vendors or vendors' representatives in any kind of capacity, to/from any LLCD employee or representative of any kind or capacity with the exception of LLCD District Manager, Adam Casey for information, comments, speculation, etc. Inquiries for clarifications and information that will not require addenda may be submitted verbally to the named above at any time.

- 3.3.3 **Formal Communications** shall include, but are not limited to:

- Questions concerning this RFP must be submitted in writing and be received prior to June 10, 2015.
- Errors and omissions in this RFP and enhancements. Vendors shall recommend to The LLCD any discrepancies,

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

errors, or omissions that may exist within this RFP. With respect to this RFP, vendors shall recommend to The LLCD any enhancements, which might be in The LLCD's best interests. These must be submitted in writing and be received prior to June 10, 2015.

- Inquiries about technical interpretations must be submitted in writing and be received prior to June 10. Inquiries for clarifications/information that will not require addenda may be submitted verbally to the buyer named above at any time during this process.
- Verbal and/or written presentations and pre-award negotiations under this RFP.
- Addenda to this RFP.

3.3.4 Addenda: The LLCD will make a good-faith effort to provide a written response to each question or request for clarification that requires addenda within three business days. All questions, answers, and addenda will be shared with all recipients.

The LLCD will not respond to any questions or requests for clarification that require addenda, if received by The LLCD after June 10, 2015.

3.4 Proposal Submission

Proposals must be delivered sealed to:

Lake Lemon Conservancy District
Attn: Adam Casey, LLCD District
Manager
7599 North Tunnel Rd.
Unionville, Indiana 47468

On or prior to June 17, 2015 5:00pm EST. The LLCD shall not accept proposals received by fax or email.

Vendors are to submit 1 original copy of proposal marked "Original" and 3 copies each marked "Copy." Each original and copy must be individually bound.

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

3.5 Criteria for Selection

The evaluation of each response to this RFP will be based on its demonstrated competence, compliance, format, and organization. The purpose of this RFP is to identify those suppliers that have the interest, capability, and financial strength to supply The LLCD with the equipment needed as per the specifications identified in the Scope of Work.

Evaluation Criteria:

1. Condition and age of barge
2. Condition and age of excavator
3. Size and included attachments for excavator
4. Capacity of sediment containment box
5. Price of barge system
6. Location and delivery of barge
7. Procurement requirements
8. Availability of previously designed equipment for review by LLCD staff
9. References for prior work
10. Certified third-party condition survey of equipment

3.6 Selection and Notification

Vendors determined by The LLCD who possess the capacity to compete for this contract will be selected to move into the negotiation phase of this process. Written notification will be sent to those vendors via mail. Those vendors not selected for the negotiation phase will not be notified.

4 Specifications & Requirements

4.1 Specifications

- Mechanical dredging barge system w/ removable excavator
- Sediment containment box on barge with drain pipe
- Self-propelled barge w/ pilot house
- Raked on bow end
- Anchoring spuds/beams, used for stabilization while digging
- Multiple separated flotation compartments

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

4.2 Specifications

This RFP requires that the barge be transferred The LLCD with the following proposed options.

Option 1: The LLCD purchases and owns the barge system.

Option 2: The LLCD has the right to purchase then resell the barge system back to the original seller for a predetermined price and the original seller must re-purchase the barges.

LLCD will consider other options for the procurement. However, any option must include the transfer of title of the supplied equipment to The LLCD for a minimum of three consecutive years.

4.3 Functional Requirements

The barge and associated equipment must be of a quality that no repairs should be necessary for a period of three years (not-to-include normal maintenance) based on normal wear and tear for a service that loads and unloads the barges weekly.

The barge must be able to access currently inaccessible areas of concern. (Preference will be given to vendor's who perform a site inspection to assure size appropriateness)

The barges will need to be delivered to

Lake Lemon, Unionville, Indiana

5 Vendor Qualifications & References

All vendors must provide the following information in order for their proposal to be considered:

1. *A brief outline of the vendor company including:*
 - *Full legal name of the company – primary contact person*
 - *Year business was established*
 - *Number of people currently employed*
2. *An outline of the product and/or services currently provided*
3. *A description of geographic reach and market*
4. *An outline of partnerships and relationships to be used as references*
5. Proposal must include a certified check or other evidence of financial responsibility

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

6 Budget & Estimated Pricing

All vendors must fill out the following cost breakdown for the implementation of their solution for the equipment purchase of The LLCDC as described in this RFP. Costs should be identified as either capital or non-capital in nature. The vendor must agree to keep these prices valid for 60 days as of June 10, 2011 5:00 pm EST.

6.1 Estimated Costs

For all available deployment models, provide a cost summary as displayed below.

	Cost	Capital/Non- Capital
Design		
(Additional Category)		
(Additional Category)		
Barge Construction		
(Additional Category)		
(Additional Category)		
Delivery/Mobilization		
(Additional Category)		
(Additional Category)		
Excavator		
(Additional Category)		
(Additional Category)		
Propulsion System		
(Additional Category)		
(Additional Category)		
(Additional Category)		
(Additional Category)		
(Additional Category)		
(Additional Category)		
(Additional Category)		
(Additional Category)		
Total:		

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7 Additional Terms & Conditions

7.1 Non-Disclosure Agreement

The LLCD reserves the right to require any Respondent to enter into a non-disclosure agreement.

7.2 Costs

The RFP does not obligate The LLCD to pay for any costs, of any kind whatsoever that may be incurred by a Respondent or any third parties, in connection with the Response. All Responses and supporting documentation shall become the property of The LLCD subject to claims of confidentiality in respect of the Response and supporting documentation.

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

7.3 Intellectual Property

The Respondent should not use any intellectual property of The LLCDC including, but not limited to, all logos, registered trademarks, or trade names of The LLCDC at any time without the prior written approval of The LLCDC as appropriate.

7.4 Respondent's Responses

All accepted Responses shall become the property of The LLCDC and will not be returned.

7.5 Governing Law

This RFP and the Respondent's Response shall be governed by the laws of the State of Indiana.

7.6 No Liability

The LLCDC shall not be liable to any Respondent, person, or entity for any losses, expenses, costs, claims, or damages of any kind:

- Arising out of, by reason of, or attributable to, the Respondent responding to this RFP; or
- As a result of the use of any information, error, or omission contained in this RFP document or provided during the RFP process.

7.7 Entire RFP

This RFP, any addenda to it, and any attached schedules, constitute the entire RFP.

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

8 Vendor Certification

This certification attests to the vendor's awareness and agreement to the content of this RFP and all accompanying calendar schedules and provisions contained herein.

The vendor must ensure that the following certificate is duly completed and correctly executed by an authorized officer of your company.

This proposal is submitted in response to 51915 issued by The LLCD. The undersigned is a duly authorized officer, hereby certifies that:

(Vendor Name)

agrees to be bound by the content of this proposal and agrees to comply with the terms, conditions, and provisions of the referenced RFP and any addenda thereto in the event of an award. Exceptions are to be noted as stated in the RFP. The proposal shall remain in effect for a period of 60 calendar days as of June 10, 2015.

The undersigned further certify that their firm (check one):

- D IS
- D IS NOT

currently debarred, suspended, or proposed for debarment by any federal entity. The undersigned agree to notify The LLCD of any change in this status, should one occur, until such time as an award has been made under this procurement action.

Person[s] authorized to negotiate on behalf of this firm for purposes of this RFP are:

Name: _____ Title: _____

Signature: _____ Date: _____

Name: _____ Title: _____

Signature: _____ Date: _____

Signature of Authorized Officer:

Name: _____ Title: _____

Signature: _____ Date: _____

Request for Proposal by the Lake Lemon Conservancy District Unionville, IN.

Schedule "A" Notice of Intention

[51915]

**NOTICE OF INTENTION
REQUEST FOR PROPOSAL**

From:

[VENDOR ORGANIZATION NAME]

[AUTHORIZED REPRESENTATIVE]

[TELEPHONE NO.]

[FAX NO.]

[E-MAIL]

Please state your intention with regard to the Request for Proposal [RFP ID] by selecting one of the following:

Intends to respond to The LLCDC Request for Proposal

Does not intend to respond to The LLCDC Request for Proposal

TO:

Lake Lemon Conservancy District
Attn: Adam Casey, LLCDC District
Manager
7599 North Tunnel Rd.
Unionville, Indiana 47468