

**LAKE LEMON CONSERVANCY DISTRICT**

Board of Directors Meeting

City of Bloomington Utilities Building

January 24, 2019

6:00 p.m.

**The January 24<sup>th</sup>, 2019 Board of Directors Meeting of the Lake Lemon Conservancy District was held at the City of Bloomington Utilities Building and was called to order by Chairman Pam Dugan at 6:00 PM.**

**BOARD MEMBERS PRESENT: Chairman-Pam Dugan, Vice-Chairman Mary Jane Brown, Treasurer Mike Blackwell, Michael Klitzing, Les Wadzinski, Lora Schell. ALSO PRESENT: Adam Casey, District Manager; Alex Snooks, Operations Supervisor; and LLCD Freeholders (see attached sign-in sheet). ABSENT: Debra Ladyman.**

- I. Call Meeting to Order / Chairman's Remarks (Dugan)
- II. Approval of December 12, 2018 Board Meeting Minutes (Dugan)

**BLACKWELL MOTIONED TO APPROVE THE DECEMBER 12, 2018 BOARD MEETING MINUTES. SCHELL SECONDED THE MOTION. ALL "AYE'S". KLITZING ABSTAINS. THE MOTION CARRIED.**

- III. Treasurer's Report (Blackwell)
  - a. December Budget Highlights
    - i. December Income: \$109,335.87
    - ii. December Expenditures: \$25,478.01
  - b. December Report of Claims: Approval of Vouchers

**KLITZING MOTIONED TO APPROVE THE ALLOWANCE OF VOUCHERS FOR DECEMBER 2018. BROWN SECONDED THE MOTION. ALL "AYES". THE MOTION CARRIED.**

- IV. Manager's Report (Casey)
  - a. Blackwell will run uncontested for Board Representative of District II
  - b. Mowing Extension Agreement – N. Anderson Lawn Care, LLC.
    - i. Casey requested the Approval of the 2019 Mowing Extension Agreement with Anderson Lawn Care. 2019 will be the final year allowable for mowing extension agreements and will need to be bid out in 2020.

**DUGAN MOTIONED FOR APPROVAL OF THE MOWING EXTENSION AGREEMENT FOR 2019. BROWN SECONDED THE MOTION. ALL “AYE’S”. THE MOTION CARRIED.**

- c. Casey presented the proposal for the 2019 biennial Dam Inspection Proposal by DLZ at an estimated cost of \$5,280.00.

**BLACKWELL MOTIONED TO APPROVE THE 2019 DAM INSPECTION PROPOSAL BY DLZ. WADZINSKI SECONDED THE MOTION. ALL “AYE’S” THE MOTION CARRIED.**

- d. Casey presented an online payment option for 2019 Resident and Non-Resident annual boat passes and requested permission to put this option in place.

**KLITZING MOTIONED TO APPLY AN ONLINE PAYMENT OPTION FOR 2019 RESIDENT AND NON-RESIDENT ANNUAL BOAT PASSES. BROWN SECONDED THE MOTION. ALL “AYE’S” THE MOTION CARRIED.**

- e. Casey gave an update on Pollution Insurance from First Insurance Group. Topic has been tabled for the meeting on Thursday February 28<sup>th</sup>, 2019.

**V. Strategic Planning Committee: Update (Brown)**

- a. The Board approved requesting scope of services for Bond and financial Advisors.
  - i. The Board also requested a scope of service for a potential fundraising researcher recommended by Mary Jane Brown
- b. The next SPC meeting will take place Friday January 18<sup>th</sup>, 2019 at 3:30pm in the LLCD Office.

**VI. Public Comment (Dugan)**

- a. Comments included plans to discuss the retaining of a lawyer and financial advisor, who specialize in bonding issues.

**VII. New Business/ Correspondence for Future Agenda (Dugan)**

- a. The 24<sup>th</sup> Annual Lake Lemon Conservancy District Board of Directors meeting will take place Thursday February 28, 2019, 6:00 pm, at the City of Bloomington Utilities Building

VIII. Adjournment

**BROWN MOTIONED TO ADJOURN THE JANUARY 24TH, 2019 BOARD OF DIRECTORS MEETING AT 7:05 P.M. KLITZING SECONDED THE MOTION. ALL "AYE'S". THE MOTION CARRIED. MEETING ADJOURNED.**

**RESPECTFULLY SUBMITTED BY:  
Alex Snooks, Operations Supervisor**

**LAKE LEMON CONSERVANCY DISTRICT**

Board of Directors Meeting  
City of Bloomington Utilities Building  
January 24, 2019  
6:00 p.m.

**AGENDA**

- I. Call Meeting to Order / Chairman's Remarks (PD)
- II. Approval of December 12, 2018 Board Meeting Minutes (PD)
- III. Treasurer's Report (MB)
  - A. December Financial Highlights
  - B. Report of Claims for December 2018
- IV. Manager's Report (AC)
  - A. Election: Update
  - B. Mowing Extension Agreement – N. Anderson Lawn Care, LLC
  - C. 2019 Dam Inspection Proposal
  - D. Online payment processing- proposal/discussion
  - E. Insurance Coverage discussion- pollution liability
- V. Strategic Planning Committee (MJB)
  - A. Financial Planning
  - B. Sediment Transport Study- Discussion/Request for Proposals
  - C. State Revolving Fund- Waste Water project application
  - D. General Update
- VI. Public Comment (PD)
- VII. New Business / Correspondence for Future Agenda (PD)
  - A. Annual Meeting, Thursday, February 28, 2019, 6:00 p.m. at the City of Bloomington Utilities Building
- VIII. Adjournment (PD)

**LAKE LEMON CONSERVANCY DISTRICT**

Board of Directors Meeting

City of Bloomington Utilities Building

December 12, 2018

6:00 p.m.

**The December 12, 2018 Board of Directors Meeting of the Lake Lemon Conservancy District was held at the City of Bloomington Utilities Building and was called to order by Chairman Pam Dugan at 6:00 PM.**

**BOARD MEMBERS PRESENT: Chairman-Pam Dugan, Vice-Chairman Mary Jane Brown, Treasurer Mike Blackwell, Debra Ladyman, Les Wadzinski, Lora Schell. ALSO PRESENT: Adam Casey, District Manager; Alex Snooks and Andrew Manley, Operations Supervisors; and LLCD Freeholders (see attached sign-in sheet). ABSENT: Michael Klitzing.**

- I. Call Meeting to Order / Chairman's Remarks (Dugan)
- II. Approval of October 25, 2018 Board Meeting Minutes (Dugan)

**MARY JANE BROWN MOTIONED TO APPROVE THE OCTOBER 25, 2018 BOARD MEETING MINUTES. WITH THE ADDITION THAT MONIES FROM LINE ITEM 6662 ONLY BE USED FOR SEDIMENT MANAGEMENT PROJECT ITEMS AND MUST BE APPROVED BY THE BOARD PRIOR TO USE. SCHELL SECONDED THE MOTION. ALL "AYE'S". THE MOTION CARRIED.**

- III. Treasurer's Report (Blackwell)
  - a. October and November Budget Highlights
    - i. October Income: \$7,714.03
    - ii. October Expenditures: \$38,506.96
    - iii. November Income:\$9,599.40
    - iv. November Expenditures: \$19,138.24
  - b. October and November Report of Claims: Approval of Vouchers

**SCHELL MOTIONED TO APPROVE THE ALLOWANCE OF VOUCHERS FOR OCTOBER AND NOVEMBER 2018. BROWN SECONDED THE MOTION. ALL "AYES". THE MOTION CARRIED.**

- c. CD Renewal:
  - i. CD #'s 371033875, 371016988 (Cumulative Maintenance)
  - ii. CD # 371032722 (General Fund)

**BROWN MOTIONED TO COMBINE, ADD \$5,000.00, AND RENEW CD'S ENDING IN 3875 AND 6988 FOR 12 MONTHS AT A 2.25% INTEREST RATE. SCHELL SECONDED THE MOTION. ALL "AYES". THE MOTION CARRIED.**

**SCHELL MOTIONED TO RENEW CD ENDING IN 2722 FOR 12 MONTHS AT A 2.25% INTEREST RATE. WADZINSKI SECONDED THE MOTION. ALL "AYES". THE MOTION CARRIED.**

d. Transfer of Funds

**SCHELL MOVED TO APPROVE THE TRANSFER OF FUNDS, BROWN SECONDED THE MOTION, ALL "AYE'S", THE MOTION CARRIED.**

IV. Financial Advisor – Preliminary Discussion

- a. The board discussed the need of a Financial Advisor, a necessity to facilitate the sediment management project bonding process. Debra Ladyman, Mike Blackwell, and Malcom McClure research possible firms and report back to the board.

V. Insurance Review (Discussed Immediately Following the Approval of Minutes)

- a. Lance Eberle from First Insurance Group discussed our Insurance Policies for 2019 [Attached]
  - i. Lance Eberle will be obtaining quotes for an additional policy covering pollution.

**WADZINSKI MOVED TO APPROVE THE 2019 PROFESSIONAL SERVICE AGREEMENT WITH FIRST INSURANCE GROUP, DUGAN SECONDED THE MOTION, ALL "AYE'S", THE MOTION CARRIED.**

VI. Conflict of Interest Forms

- a. The Board acknowledged receipt of Schell's conflict of Interest Forms
- b. Lora Schell – Marina/Club Agreement & Boat Permit Sales

**BROWN MOVED TO APPROVE THE MARINA/CLUB AGREEMENT & BOAT PERMIT SALES, DUGAN SECONDED THE MOTION, ALL "AYE'S", SCHELL ABSTAINS, THE MOTION CARRIED.**

VII. Manager's Report (Casey)

- a. Approval of 2019 Service Agreements
  - i. 2019 Surplus Parcel Agreement: Freeholders
  - ii. 2019 Commercial Surplus Parcel Agreement: Sands & Sands Properties, LLC
  - iii. 2019 Commercial Surplus Parcel Agreement: Pop's Dock & Lifts
  - iv. 2019 Agreement for the use of Riddle Point Park Property: Boys & Girls Club

- v. 2019 Marnia/Club Agreement: BYC
- vi. 2019 Riddle Point Park Use Agreement: RPRA
- vii. 2019 IU Rowing Team Agreement
- viii. 2019 Watkins Account – Accounting Services Agreement
- ix. 2019 Carmin parker PC – Legal Services Agreement
- b. Michael Blackwell will run unopposed for Director of District 7.
- c. The Board approved Roth Contracting LLC to conduct bathroom repairs in the amount of up to \$6,348.

**LADYMAN MOVED TO APPROVE THE 2019 SERVICE AGREEMENTS, WADZINSKI SECONDED THE MOTION, ALL “AYE’S”, THE MOTION CARRIED.**

**BLACKWELL MOVED TO APPROVE ROTH CONTRACTING LLC TO REPAIR/RENOVATE THE BATHROOMS PER THE ATTACHED PROPOSAL, SCHELL SECONDED THE MOTION, ALL “AYE’S”, THE MOTION CARRIED.**

- VIII. Strategic Planning Committee: Update (Brown)
  - a. Kevin Fagen was welcomed as the new District II representative to the Strategic Planning Committee.
  - b. The next SPC meeting will take place Friday January 18<sup>th</sup>, 2019 at 3:30pm in the LLCD Office.
- IX. Public Comment (Dugan)
  - a. Comments included plans to discuss the retaining of a lawyer and financial advisor, who specialize in bonding issues, next meeting.
- X. New Business/ Correspondence for Future Agenda (Dugan)
  - a. Next LLCD Board Meeting scheduled for Thursday January 24, 2019: Board Meeting; 6:00 PM at the City of Bloomington Utilities Building
- XI. Adjournment

**SCHELL MOTIONED TO ADJOURN THE DECEMBER 12TH, 2018 BOARD OF DIRECTORS MEETING AT 7:28 P.M. WADZINSKI SECONDED THE MOTION. ALL “AYE’S”. THE MOTION CARRIED. MEETING ADJOURNED.**

**RESPECTFULLY SUBMITTED BY:**  
**Alex Snooks, Operations Supervisor**

**Lake Lemon Conservancy**

Financial Statements

For the Period Ending

January 1, 2018 thru December 31, 2018

**(UNAUDITED)**

**Watkins Accounting  
113 E. 19<sup>th</sup> Street  
Bloomington, IN 47408**



Lake Lemon Conservancy

I have prepared the financial statements for Lake Lemon Conservancy as of December 31, 2018 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  
January 18, 2019

9:41 AM  
01/18/19  
Accrual Basis

**LAKE LEMON CONSERVANCY**  
**Balance Sheet**  
As of December 31, 2018

	<u>Dec 31, 18</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1000 · Peoples State Bank	365,016.32
1010 · Petty Cash	100.00
1020 · Change Fund	200.00
1030 · CD's General Fund	116,008.85
1040 · CD's Cumulative Maint Fund	96,912.41
1050 · Savings Account	4,042.89
Total Checking/Savings	<u>582,280.47</u>
Total Current Assets	582,280.47
Fixed Assets	
1510 · Trucks	132,761.25
1520 · Other Asset	3,993.11
1550 · Boats	300,550.00
1680 · Other Fixed Assets	146,411.85
Total Fixed Assets	<u>583,716.21</u>
<b>TOTAL ASSETS</b>	<b><u>1,165,996.68</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 · FICA & Federal Taxes Payable	2,686.30
2020 · State & Co. Withholding Payable	460.08
Total Other Current Liabilities	<u>3,146.38</u>
Total Current Liabilities	<u>3,146.38</u>
Total Liabilities	3,146.38
Equity	
3000 · Opening Balance Equity	101,373.66
3040 · General Fund	503,214.77
3060 · Cumulative Maintenance Fund	96,942.92
3200 · Retained Earnings	398,837.43
Net Income	62,481.52
Total Equity	<u>1,162,850.30</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,165,996.68</u></b>

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Accrual Basis

# LAKE LEMON CONSERVANCY

## Profit & Loss YTD Comparison

### December 2018

	Dec 18	Jan - Dec 18
<b>Income</b>		
4000 · Watercraft Permits	0.00	108,356.00
4010 · Launch Fees	0.00	20,987.00
4020 · Marina & Club Fees	0.00	8,400.00
4030 · Sublease & Access Fees	0.00	26,830.00
4040 · Property Tax - Brown Co.	26,012.15	62,678.69
4050 · Property Tax - Monroe Co.	72,889.05	188,560.14
4060 · Interest	134.67	1,413.97
4070 · Grants & Donations	0.00	13,305.00
4080 · Fishing Tournament	0.00	4,360.00
4090 · Park Reservations	0.00	3,300.00
4100 · Park Admission Fees	0.00	46,338.00
4130 · Dredging/Rip-Rap Income	10,300.00	21,988.85
<b>Total Income</b>	<b>109,335.87</b>	<b>506,517.65</b>
<b>Expense</b>		
6000 · Manager	6,000.00	52,000.00
6010 · FICA	833.65	11,872.61
6020 · State Unemployment Tax	0.00	348.62
6025 · Merchant Fees	13.52	1,438.60
6030 · Retirement	1,032.00	8,480.00
6040 · Health Insurance	0.00	5,167.93
6070 · Gate Attendant	0.00	24,734.40
6100 · Lake Patrol	0.00	568.00
6110 · Lake Biologist	1,465.25	15,598.39
6111 · Dredger	0.00	17,633.00
6112 · Dredger (Other)	327.25	16,404.63
6113 · Assistant Dredger	0.00	15,177.00
6114 · Assistant Dredger (Other)	54.00	7,915.00
6115 · Dredger (Private)	2,079.00	3,465.00
6116 · Assistant Dredger (Private)	972.00	1,702.00
6120 · Season & Launch Permits	0.00	1,949.80
6130 · Daily Permits	0.00	270.00
6140 · Receipt/Tickets Books	0.00	440.49
6150 · Checks	0.00	99.90
6160 · Printer, Copier & Computer Supp	0.00	286.23
6170 · Miscellaneous-Other	0.00	1,727.23
6180 · Postage	0.00	854.02
6185 · Receipt Books	0.00	741.39
6190 · General Business Supplies	0.00	1,335.57
6200 · Regular Gas	0.00	5,355.46
6210 · Diesel	0.00	12,702.02
6230 · Medical Supplies	0.00	2,949.97
6240 · Building & Grounds	0.00	2,311.61
6250 · Boat/Weed Harvester/Truck	0.00	414.76
6251 · Dredging Supplies	491.32	9,945.98
6252 · Rip Rap/Erosion Control	7,289.48	16,143.70
6260 · Uniforms	0.00	569.53
6290 · Signs & Nautical Markers	0.00	4,362.49
6300 · Accounting Services	0.00	5,400.00
6310 · Grass	0.00	10,560.00
6320 · Attorney	0.00	1,627.50
6325 · Fish Management Survey	0.00	4,000.00
6330 · Consulting Engineer	0.00	41,424.21
6350 · Other Prof/Secretarial Service	0.00	921.00
6370 · Phone, LDT, Pager, E-Mail	244.56	3,386.61
6390 · Hotel	0.00	636.00
6400 · Meals	0.00	195.05
6410 · Subscriptions	0.00	541.99
6420 · Newsletter	0.00	714.00
6430 · Ads	35.17	86.00
6440 · Other	0.00	600.60
6450 · Insurance	0.00	44,669.10
6460 · Electric	566.95	5,545.40
6470 · Water	55.11	671.51
6480 · Trash	0.00	1,538.30

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Accrual Basis

**LAKE LEMON CONSERVANCY**  
**Profit & Loss YTD Comparison**  
**December 2018**

	<u>Dec 18</u>	<u>Jan - Dec 18</u>
6490 · Port-O-Lets	0.00	360.00
6500 · Pump Holding Tank	0.00	500.00
6510 · Building & Grounds Expense	3,174.00	8,754.69
6520 · Boat	366.00	2,645.14
6530 · Truck	0.00	41.99
6541 · Dredging Equipment Maintenance	0.00	1,836.59
6542 · Equipment Rental	0.00	5,074.00
6560 · Water Testing	0.00	5,771.00
6570 · Lake Weed Treatment	0.00	36,891.60
6600 · 6% MarinaPermit Sales	95.58	2,131.20
6661 · Disposal Site Preparation	0.00	3,364.21
6680 · Other Services and Charges	383.17	1,383.17
6681 · Fireworks	0.00	6,500.00
6700 · Computer Equipment	0.00	1,299.94
Total Expense	<u>25,478.01</u>	<u>444,036.13</u>
Net Income	<u><u>83,857.86</u></u>	<u><u>62,481.52</u></u>



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Accrual Basis

# LAKE LEMON CONSERVANCY

## Profit & Loss Budget vs. Actual

### January through December 2018

	Jan - Dec 18	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4000 · Watercraft Permits	108,356.00	115,000.00	-6,644.00	94.2%
4010 · Launch Fees	20,987.00	22,000.00	-1,013.00	95.4%
4020 · Marina & Club Fees	8,400.00	9,000.00	-600.00	93.3%
4030 · Sublease & Access Fees	26,830.00	27,000.00	-170.00	99.4%
4040 · Property Tax - Brown Co.	62,678.69	65,000.00	-2,321.31	96.4%
4050 · Property Tax -Monroe Co.	188,560.14	185,000.00	3,560.14	101.9%
4060 · Interest	1,413.97	1,250.00	163.97	113.1%
4070 · Grants & Donations	13,305.00	7,000.00	6,305.00	190.1%
4080 · Fishing Tournament	4,360.00	1,400.00	2,960.00	311.4%
4090 · Park Reservations	3,300.00	4,000.00	-700.00	82.5%
4100 · Park Admisiion Fees	46,338.00	40,000.00	6,338.00	115.8%
4110 · Concessions	0.00	1,000.00	-1,000.00	0.0%
4130 · Dredging/Rip-Rap Income	21,988.85	20,000.00	1,988.85	109.9%
<b>Total Income</b>	<b>506,517.65</b>	<b>497,650.00</b>	<b>8,867.65</b>	<b>101.8%</b>
<b>Expense</b>				
6000 · Manager	52,000.00	52,000.00	0.00	100.0%
6001 · Operations Supervisor	0.00	41,000.00	-41,000.00	0.0%
6010 · FICA	11,872.61	13,500.00	-1,627.39	87.9%
6020 · State Unemployment Tax	348.62	800.00	-451.38	43.6%
6025 · Merchant Fees	1,438.60			
6030 · Retirement	8,480.00	15,000.00	-6,520.00	56.5%
6040 · Health Insurance	5,167.93	10,000.00	-4,832.07	51.7%
6070 · Gate Attendant	24,734.40	21,000.00	3,734.40	117.8%
6100 · Lake Patrol	568.00	4,800.00	-4,232.00	11.8%
6110 · Lake Biologist	15,598.39			
6111 · Dredger	17,633.00	23,100.00	-5,467.00	76.3%
6112 · Dredger (Other)	16,404.63	14,500.00	1,904.63	113.1%
6113 · Assistant Dredger	15,177.00	11,400.00	3,777.00	133.1%
6114 · Assistant Dredger (Other)	7,915.00	5,700.00	2,215.00	138.9%
6115 · Dredger (Private)	3,465.00	3,850.00	-385.00	90.0%
6116 · Assistant Dredger (Private)	1,702.00	1,900.00	-198.00	89.6%
6120 · Season & Launch Permits	1,949.80	1,700.00	249.80	114.7%
6130 · Daily Permits	270.00	400.00	-130.00	67.5%
6140 · Receipt/Tickets Books	440.49	400.00	40.49	110.1%
6150 · Checks	99.90	200.00	-100.10	50.0%
6160 · Printer, Copier & Computer Supp	286.23	800.00	-513.77	35.8%
6170 · Miscellaneous-Other	1,727.23	1,300.00	427.23	132.9%
6180 · Postage	854.02	750.00	104.02	113.9%
6185 · Receipt Books	741.39			
6190 · General Business Supplies	1,335.57	750.00	585.57	178.1%
6200 · Regular Gas	5,355.46	6,000.00	-644.54	89.3%
6210 · Diesel	12,702.02	7,000.00	5,702.02	181.5%
6230 · Medical Supplies	2,949.97	3,000.00	-50.03	98.3%
6240 · Building & Grounds	2,311.61	5,000.00	-2,688.39	46.2%
6250 · Boat/Weed Harvester/Truck	414.76	1,500.00	-1,085.24	27.7%
6251 · Dredging Supplies	9,945.98	12,000.00	-2,054.02	82.9%
6252 · Rip Rap/Erosion Control	16,143.70	15,000.00	1,143.70	107.6%
6260 · Uniforms	569.53	200.00	369.53	284.8%
6290 · Signs & Nautical Markers	4,362.49	3,500.00	862.49	124.6%
6300 · Accounting Services	5,400.00	5,400.00	0.00	100.0%
6310 · Grass	10,560.00	10,560.00	0.00	100.0%
6320 · Attorney	1,627.50	4,000.00	-2,372.50	40.7%
6325 · Fish Managment Survey	4,000.00			
6330 · Consulting Engineer	41,424.21	50,000.00	-8,575.79	82.8%
6350 · Other Prof/Secretarial Service	921.00	1,000.00	-79.00	92.1%
6370 · Phone, LDT, Pager, E-Mail	3,386.61	2,900.00	486.61	116.8%
6390 · Hotel	636.00	300.00	336.00	212.0%
6400 · Meals	195.05	150.00	45.05	130.0%
6410 · Subscriptions	541.99	350.00	191.99	154.9%
6420 · Newsletter	714.00			
6430 · Ads	86.00	500.00	-414.00	17.2%
6440 · Other	600.60	1,000.00	-399.40	60.1%
6450 · Insurance	44,669.10	45,000.00	-330.90	99.3%
6460 · Electric	5,545.40	5,000.00	545.40	110.9%

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01/18/19

Accrual Basis

**LAKE LEMON CONSERVANCY**  
**Profit & Loss Budget vs. Actual**  
 January through December 2018

	Jan - Dec 18	Budget	\$ Over Budget	% of Budget
6470 · Water	671.51	750.00	-78.49	89.5%
6480 · Trash	1,538.30	1,500.00	38.30	102.6%
6490 · Port-O-Lets	360.00	2,000.00	-1,640.00	18.0%
6500 · Pump Holding Tank	500.00	800.00	-300.00	62.5%
6510 · Building & Grounds Expense	8,754.69	5,500.00	3,254.69	159.2%
6520 · Boat	2,645.14	3,000.00	-354.86	88.2%
6530 · Truck	41.99	1,000.00	-958.01	4.2%
6541 · Dredging Equipment Maintenance	1,836.59	15,000.00	-13,163.41	12.2%
6542 · Equipment Rental	5,074.00	17,000.00	-11,926.00	29.8%
6560 · Water Testing	5,771.00	5,500.00	271.00	104.9%
6570 · Lake Weed Treatment	36,891.60	50,000.00	-13,108.40	73.8%
6590 · Contingency Funds 10%	0.00	5,000.00	-5,000.00	0.0%
6600 · 6% Marina Permit Sales	2,131.20	2,300.00	-168.80	92.7%
6610 · Cumulative Maintenance Fund	0.00	5,000.00	-5,000.00	0.0%
6630 · Spillway Repairs	0.00	10,000.00	-10,000.00	0.0%
6661 · Disposal Site Preparation	3,364.21	10,000.00	-6,635.79	33.6%
6680 · Other Services and Charges	1,383.17	1,000.00	383.17	138.3%
6681 · Fireworks	6,500.00	6,500.00	0.00	100.0%
6700 · Computer Equipment	1,299.94			
<b>Total Expense</b>	<b>444,036.13</b>	<b>546,060.00</b>	<b>-102,023.87</b>	<b>81.3%</b>
<b>Net Income</b>	<b>62,481.52</b>	<b>-48,410.00</b>	<b>110,891.52</b>	<b>-129.1%</b>

**LAKE LEMON CONSERVANCY**  
**INCOME OVER EXPENDITURE SUMMARY**  
January through December 2018

	Jan - Dec 18	Budget	End of Year Transfers	Positive (Negative) Budget Variance
<b>RE REVENUE</b>				
4000 · Watercraft Permits	108,356.00	115,000.00		6,644.00
4010 · Launch Fees	20,987.00	22,000.00		1,013.00
4020 · Marina & Club Fees	8,400.00	9,000.00		600.00
4030 · Sublease & Access Fees	26,830.00	27,000.00		170.00
4040 · Property Tax - Brown Co.	62,678.69	65,000.00		2,321.31
4050 · Property Tax - Monroe Co.	188,560.14	185,000.00		-3,560.14
4060 · Interest	1,413.97	1,250.00		-163.97
4070 · Grants & Donations	13,305.00	7,000.00		-6,305.00
4080 · Fishing Tournament	4,360.00	1,400.00		-2,960.00
4090 · Park Reservations	3,300.00	4,000.00		700.00
4100 · Park Admission Fees	46,338.00	40,000.00		-6,338.00
4110 · Concessions	0.00	1,000.00		1,000.00
4120 · Other Income	0.00	0.00		0.00
4130 · Dredging/Rip-Rap Income	21,988.85	20,000.00		-1,988.85
<b>TOTAL REVENUE</b>	<b>506,517.65</b>	<b>497,650.00</b>		<b>-8,867.65</b>
<b>EXPENDITURES</b>				
<b>WAGES &amp; BENEFITS</b>				
<b>SALARIES &amp; BENEFITS</b>				
6000 · Manager	52,000.00	52,000.00		0.00
6001 · Operations Supervisor	0.00	41,000.00	(37,380.00)	3,620.00
6010 · FICA	11,872.61	13,500.00		1,627.39
6020 · State Unemployment Tax	348.62	800.00		451.38
6030 · Retirement	8,480.00	15,000.00		6,520.00
6040 · Health Insurance	5,167.93	10,000.00		4,832.07
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>77,869.16</b>	<b>132,300.00</b>	<b>(37,380.00)</b>	<b>17,050.84</b>
<b>HOURLY WAGES</b>				
6070 · Gate Attendant	24,734.40	21,000.00	3,600.00	-134.40
6080 · Seasonal Labor	0.00	0.00		0.00
6090 · Park Maintenance Technician	0.00	0.00		0.00
6100 · Lake Patrol	568.00	4,800.00		4,232.00
6110 · Lake Biologist	15,598.39	0.00	15,500.00	-98.39
6111 · Dredger	17,633.00	23,100.00	(5,000.00)	467.00
6112 · Dredger (Other)	16,404.63	14,500.00	5,000.00	3,095.37
6113 · Assistant Dredger	15,177.00	11,400.00	3,800.00	23.00
6114 · Assistant Dredger (Other)	7,915.00	5,700.00	4,000.00	1,785.00
6115 · Dredger (Private)	3,465.00	3,850.00	750.00	1,135.00
6116 · Assistant Dredger (Private)	1,702.00	1,900.00	750.00	948.00
<b>TOTAL HOURLY WAGES</b>	<b>103,197.42</b>	<b>86,250.00</b>	<b>28,400.00</b>	<b>11,452.58</b>
<b>GRAND TOTAL WAGES &amp; BENEFITS</b>	<b>181,066.58</b>	<b>218,550.00</b>	<b>-8,980.00</b>	<b>28,503.42</b>
<b>SUPPLIES</b>				
<b>OFFICE SUPPLIES</b>				
6025 · Merchant Fees	1,438.60			
6120 · Season & Launch Permits	1,949.80	1,700.00	250.00	0.20
6130 · Daily Permits	270.00	400.00		130.00
6140 · Receipt/Tickets Books	440.49	400.00	50.00	9.51
6150 · Checks	99.90	200.00		100.10
6160 · Printer, Copier & Computer Supp	286.23	800.00		513.77
6170 · Miscellaneous-Other	1,727.23	1,300.00	450.00	22.77
6180 · Postage	854.02	750.00	110.00	5.98
6185 · Receipt Books	741.39	0.00		-741.39
6190 · General Business Supplies	1,335.57	750.00	650.00	64.43
<b>TOTAL OFFICE SUPPLIES</b>	<b>9,143.23</b>	<b>6,300.00</b>	<b>1,510.00</b>	<b>105.37</b>
<b>OPERATING SUPPLIES</b>				
6200 · Regular Gas	5,355.46	6,000.00		644.54
6210 · Diesel	12,702.02	7,000.00	6,000.00	297.98
6230 · Medical Supplies	2,949.97	3,000.00		
<b>TOTAL OPERATING SUPPLIES</b>	<b>21,007.45</b>	<b>16,000.00</b>	<b>6,000.00</b>	<b>942.52</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>				
6240 · Building & Grounds	2,311.61	5,000.00		2,688.39
6250 · Boat/Weed Harvester/Truck	414.76	1,500.00		1,085.24
6251 · Dredging Supplies	9,945.98	12,000.00		2,054.02
6252 · Rip Rap/Erosion Control	16,143.70	15,000.00		-1,143.70
<b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b>	<b>28,816.05</b>	<b>33,500.00</b>		<b>4,683.95</b>



**LAKE LEMON CONSERVANCY**  
**INCOME OVER EXPENDITURE SUMMARY**  
January through December 2018

	Jan - Dec 18	Budget	End of Year Transfers	Positive (Negative) Budget Variance
<b>OTHER SUPPLIES</b>				
6260 · Uniforms	569.53	200.00	370.00	0.47
6290 · Signs & Nautical Markers	4,362.49	3,500.00	875.00	12.51
<b>TOTAL OTHER SUPPLIES</b>	<b>4,932.02</b>	<b>3,700.00</b>	<b>1,245.00</b>	<b>12.98</b>
<b>GRAND TOTAL SUPPLIES</b>	<b>63,898.75</b>	<b>59,500.00</b>	<b>8,755.00</b>	<b>5,744.82</b>
<b>SERVICES AND OTHER CHARGES</b>				
<b>PROFESSIONAL SERVICES</b>				
6300 · Accounting Services	5,400.00	5,400.00		0.00
6310 · Grass	10,560.00	10,560.00		0.00
6320 · Attorney	1,627.50	4,000.00		2,372.50
6325 · Fish Management Survey	4,000.00	0.00		-4,000.00
6330 · Consulting Engineer	41,424.21	50,000.00		8,575.79
6340 · State Board Accounts Audit	0.00	0.00		0.00
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>63,011.71</b>	<b>69,960.00</b>	<b>0.00</b>	<b>6,948.29</b>
<b>COMMUNICATION &amp; TRANSPORTATION</b>				
6350 · Other Prof/Secretarial Service	921.00	1,000.00		79.00
6370 · Phone, LDT, Pager, E-Mail	3,386.61	2,900.00	250.00	-236.61
6380 · Travel	0.00	0.00		0.00
6390 · Hotel	636.00	300.00	350.00	14.00
6400 · Meals	195.05	150.00	50.00	4.95
6410 · Subscriptions	541.99	350.00	200.00	8.01
<b>TOTAL COMMUNICATION AND TRANSPORTATION</b>	<b>5,680.65</b>	<b>4,700.00</b>	<b>850.00</b>	<b>-130.65</b>
<b>PRINTING &amp; ADVERTISING</b>				
6420 · Newsletter	714.00	0.00		-714.00
6430 · Ads	86.00	500.00		414.00
6440 · Other	600.60	1,000.00		399.40
<b>TOTAL PRINTING &amp; ADVERTISING</b>	<b>1,400.60</b>	<b>1,500.00</b>	<b>0.00</b>	<b>99.40</b>
<b>INSURANCE</b>				
6450 · Insurance	44,669.10	45,000.00		330.90
<b>TOTAL INSURANCE</b>	<b>44,669.10</b>	<b>45,000.00</b>	<b>0.00</b>	<b>330.90</b>
<b>UTILITY SERVICES</b>				
6460 · Electric	5,545.40	5,000.00	600.00	54.60
6470 · Water	671.51	750.00		78.49
6480 · Trash	1,538.30	1,500.00		-38.30
6490 · Port-O-Lets	360.00	2,000.00		1,640.00
6500 · Pump Holding Tank	500.00	800.00		300.00
<b>TOTAL UTILITY SERVICES</b>	<b>8,615.21</b>	<b>10,050.00</b>	<b>600.00</b>	<b>2,034.79</b>



**LAKE LEMON CONSERVANCY**  
**INCOME OVER EXPENDITURE SUMMARY**  
January through December 2018

	Jan - Dec 18	Budget	End of Year Transfers	Positive (Negative) Budget Variance
<b>REPAIR &amp; MAINTENANCE</b>				
6510 · Building & Grounds Expense	8,754.69	5,500.00	6,500.00	3,245.31
6520 · Boat	2,645.14	3,000.00		354.86
6530 · Truck	41.99	1,000.00		958.01
6540 · Sluice Gate Inspection	0.00	0.00		0.00
6541 · Dredging Equipment Maintenance	1,836.59	15,000.00	(8,000.00)	5,163.41
6542 · Equipment Rental	5,074.00	17,000.00		11,926.00
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>18,352.41</b>	<b>41,500.00</b>	<b>-1,500.00</b>	<b>21,647.59</b>
<b>DEBT SERVICE</b>				
6550 · Operating Loan	0.00	0.00		0.00
<b>TOTAL DEBT SERVICE</b>				
<b>OTHER SERVICES &amp; CHARGES</b>				
6560 · Water Testing	5,771.00	5,500.00	275.00	4.00
6570 · Lake Weed Treatment	36,891.60	50,000.00		13,108.40
6580 · Erosion Control/Matching Fund	0.00	0.00		0.00
6590 · Contingency Funds 10%	0.00	5,000.00		5,000.00
6600 · 6% Marina Permit Sales	2,131.20	2,300.00		168.80
6610 · Cumulative Maintenance Fund	0.00	5,000.00		5,000.00
6620 · Dam/Spillway Inspection	0.00	0.00		0.00
6630 · Spillway Repairs	0.00	10,000.00		10,000.00
6640 · Soil Testing IDEM	0.00	0.00		0.00
6650 · Dredge Matching Fund	0.00	0.00		0.00
6660 · Dredging/Engineering	0.00	0.00		0.00
6661 · Disposal Site Preparation	3,364.21	10,000.00		6,635.79
6662 · Debt Service-Dredging Loan	0.00	0.00		0.00
6663 · Barge Assembly	0.00	0.00		0.00
6670 · Debt Service (Dredging Equip.)	0.00	0.00		0.00
6680 · Other Services and Charges	1,383.17	1,000.00		-383.17
6681 · Fireworks	6,500.00	6,500.00		0.00
6682 · Ramp Repairs	0.00	0.00		0.00
6685 · Dredging Engineering	0.00	0.00		0.00
<b>TOTAL OTHER SERVICE &amp; CHARGES</b>	<b>56,041.18</b>	<b>95,300.00</b>	<b>275.00</b>	<b>39,533.82</b>
<b>GRAND TOTAL SERVICES AND CHARGES</b>	<b>197,770.86</b>	<b>268,010.00</b>	<b>225.00</b>	<b>70,464.14</b>
<b>OTHER CAPITAL OUTLAYS</b>				
<b>MACHINERY &amp; EQUIPMENT</b>				
6690 · Office Equipment	0.00	0.00		0.00
6700 · Computer Equipment	1,299.94	0.00		-1,299.94
6701 · Barge	0.00	0.00		0.00
6702 · Push Boat/Motors	0.00	0.00		0.00
6703 · Excavator	0.00	0.00		0.00
6710 · Boat Dock	0.00	0.00		0.00
6720 · Utility Vehicle	0.00	0.00		0.00
6730 · Patrol Boat	0.00	0.00		0.00
6740 · Work Boat (Pontoon)	0.00	0.00		0.00
6760 · Other Capital Outlays	0.00	0.00		0.00
6770 · LLCD Pick-up Truck	0.00	0.00		0.00
<b>TOTAL MACHINERY &amp; EQUIPMENT</b>	<b>1,299.94</b>	<b>0.00</b>		<b>-1,299.94</b>
<b>Total Expense</b>	<b>444,036.13</b>	<b>546,060.00</b>	<b>0.00</b>	<b>103,412.44</b>
<b>Net Income</b>	<b>62,481.52</b>	<b>-48,410.00</b>		<b>110,891.52</b>



# *Lake Lemon Conservancy District*

Date: January 24, 2018

## ALLOWANCE OF VOUCHERS

Mike Blackwell  
Treasurer

(Report of Claims - December 2018)

(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 4 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total of \$20,926.11

Dated this 24th Day of January, 2019

### Signature of Governing Board

  
PAM DUGAN, CHAIRMAN

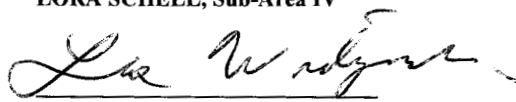
  
MARY JANE BROWN, VICE-CHAIR

  
MIKE BLACKWELL, TREASURER

  
MICHAEL KLITZING, Sub-Area I

DEBRA LADYMAN, Sub-Area II

  
LORA SCHELL, Sub-Area IV

  
LES WADZINSKI, Sub-Area V

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**LAKE LEMON CONSERVANCY**  
**Check Detail**  
 December 2018

Type	Num	Date	Name	Account	Paid Amount	Original Amo...
Check	4375	12/17/2018	ROTH CONTRACTING	1000 · Peoples State Bank		-3,174.00
				6510 · Building & Grounds Expe...	-3,174.00	3,174.00
TOTAL				Bathhouse renovation supply	-3,174.00	3,174.00
Check	4603	12/11/2018	B & B WATER CORP	1000 · Peoples State Bank		-55.11
				6470 · Water	-55.11	55.11
TOTAL					-55.11	55.11
Check	4604	12/11/2018	YOUNG TRUCKING INC.	1000 · Peoples State Bank		-7,289.48
				6252 · Rip Rap/Erosion Control	-7,289.48	7,289.48
TOTAL				Rip-Rap Stone	-7,289.48	7,289.48
Check	4605	12/11/2018	SOUTHERN INDIANA PARTS, INC.	1000 · Peoples State Bank		-432.66
				6251 · Dredging Supplies	-432.66	432.66
TOTAL				Diesel treatment and antifreeze	-432.66	432.66
Check	4606	12/11/2018	JENNIFER RILEY FOR JACKSON RIL...	1000 · Peoples State Bank		-383.17
				6680 · Other Services and Char...	-383.17	383.17
TOTAL				ADA park benches eagle scout project	-383.17	383.17
Check	4607	12/11/2018	AIM MEDIA INDIANA	1000 · Peoples State Bank		-17.34
				6430 · Ads	-17.34	17.34
TOTAL					-17.34	17.34
Check	4608	12/11/2018	I.S.S.I.	1000 · Peoples State Bank		-58.66
				6251 · Dredging Supplies	-58.66	58.66
TOTAL					-58.66	58.66
Check	4609	12/11/2018	SCHELL MARINA, LLC	1000 · Peoples State Bank		-95.58
				6600 · 6% MarinaPermit Sales	-95.58	95.58
TOTAL					-95.58	95.58

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01/18/19

**LAKE LEMON CONSERVANCY**  
**Check Detail**  
 December 2018

Type	Num	Date	Name	Account	Paid Amount	Original Amo...
Check	4610	12/11/2018	ALL ABOUT BOATS	1000 · Peoples State Bank		-366.00
				6520 · Boat	-366.00	366.00
TOTAL				Winterize pontoon Boat	-366.00	366.00
Check	4611	12/17/2018	BROWN CO DEMOCRAT	1000 · Peoples State Bank		-17.83
				6430 · Ads	-17.83	17.83
TOTAL					-17.83	17.83
Check	4612	12/17/2018	SCI REMC	1000 · Peoples State Bank		-461.95
				6460 · Electric	-461.95	461.95
TOTAL					-461.95	461.95
Check	4613	12/17/2018	COMCAST CABLE	1000 · Peoples State Bank		-244.56
				6370 · Phone, LDT, Pager, E-Mail	-244.56	244.56
TOTAL					-244.56	244.56
Check	4615	12/17/2018	SCI SECURITY	1000 · Peoples State Bank		-105.00
				6460 · Electric	-105.00	105.00
TOTAL				Update Security Panel and Phone line connection	-105.00	105.00

Total \$12,701.34

**LAKE LEMON CONSERVANCY DISTRICT**  
**Payroll Summary**  
**December 2018**

	Casey, Adam W			Gilliland, Branson B			Manley, Andrew T			Snooks, Franklin A			Wart...
	Hours	Rate	Dec 18	Hours	Rate	Dec 18	Hours	Rate	Dec 18	Hours	Rate	Dec 18	Hours
<b>Employee Wages, Taxes and Adjustments</b>													
Gross Pay													
Salary-6000			6,000.00			0.00			0.00			0.00	
Reg. Pay-6070			0.00			0.00			0.00		11.50	0.00	
Reg. Pay-6110			0.00			0.00	93.25	13.00	1,212.25	22	11.50	253.00	
Reg. Pay-6111			0.00			0.00			0.00			0.00	
Reg. Pay-6112			0.00			0.00			0.00			0.00	
Reg. Pay-6114			0.00	3	18.00	54.00			0.00			0.00	8.5
Reg. Pay-6115			0.00			0.00			0.00			0.00	
Reg. Pay-6116			0.00	54	18.00	972.00			0.00			0.00	54
<b>Total Gross Pay</b>			<b>6,000.00</b>	<b>57</b>		<b>1,026.00</b>	<b>93.25</b>		<b>1,212.25</b>	<b>22</b>		<b>253.00</b>	<b>62.5</b>
Deductions from Gross Pay													
Insurance			0.00			0.00			0.00			0.00	
Retirement			-360.00			0.00			0.00			0.00	
<b>Total Deductions from Gross Pay</b>			<b>-360.00</b>			<b>0.00</b>			<b>0.00</b>			<b>0.00</b>	
<b>Adjusted Gross Pay</b>			<b>5,640.00</b>	<b>57</b>		<b>1,026.00</b>	<b>93.25</b>		<b>1,212.25</b>	<b>22</b>		<b>253.00</b>	<b>62.5</b>
Taxes Withheld													
Federal Withholding			-759.00			-2.00			-56.00			0.00	
Medicare Employee			-87.00			-14.88			-17.58			-3.66	
Social Security Employee			-372.00			-63.61			-75.16			-15.69	
IN - Withholding			-182.16			-33.14			-39.16			-8.17	
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00	
Monroe Co.			-61.77			-13.80			-16.30			-2.77	
<b>Total Taxes Withheld</b>			<b>-1,461.93</b>			<b>-127.43</b>			<b>-204.20</b>			<b>-30.29</b>	
<b>Net Pay</b>			<b>4,178.07</b>	<b>57</b>		<b>898.57</b>	<b>93.25</b>		<b>1,008.05</b>	<b>22</b>		<b>222.71</b>	<b>62.5</b>
<b>Employer Taxes and Contributions</b>													
Federal Unemployment			0.00			6.16			0.00			0.00	
Medicare Company			87.00			14.88			17.58			3.66	
Social Security Company			372.00			63.61			75.16			15.69	
IN - Unemployment Company			0.00			5.13			0.00			1.26	
<b>Total Employer Taxes and Contributions</b>			<b>459.00</b>			<b>89.78</b>			<b>92.74</b>			<b>20.61</b>	



**LAKE LEMON CONSERVANCY DISTRICT**  
**Payroll Summary**  
**December 2018**

	Warthan, Levi R		TOTAL	
	Rate	Dec 18	Hours	Rate
<b>Employee Wages, Taxes and Adjustments</b>				
Gross Pay				
Salary-6000		0.00		6,000.00
Reg. Pay-6070		0.00		0.00
Reg. Pay-6110		0.00	115.25	1,465.25
Reg. Pay-6111	38.50	0.00		0.00
Reg. Pay-6112	38.50	327.25	8.50	327.25
Reg. Pay-6114		0.00	3.00	54.00
Reg. Pay-6115	38.50	2,079.00	54.00	2,079.00
Reg. Pay-6116		0.00	54.00	972.00
<b>Total Gross Pay</b>		<b>2,406.25</b>	<b>234.75</b>	<b>10,897.50</b>
Deductions from Gross Pay				
Insurance		0.00		0.00
Retirement		0.00		-360.00
<b>Total Deductions from Gross Pay</b>		<b>0.00</b>		<b>-360.00</b>
<b>Adjusted Gross Pay</b>		<b>2,406.25</b>	<b>234.75</b>	<b>10,537.50</b>
Taxes Withheld				
Federal Withholding		-202.00		-1,019.00
Medicare Employee		-34.89		-158.01
Social Security Employee		-149.18		-675.64
IN - Withholding		-77.72		-340.35
Medicare Employee Addl Tax		0.00		0.00
Monroe Co.		-25.09		-119.73
<b>Total Taxes Withheld</b>		<b>-488.88</b>		<b>-2,312.73</b>
<b>Net Pay</b>		<b>1,917.37</b>	<b>234.75</b>	<b>8,224.77</b>
Employer Taxes and Contributions				
Federal Unemployment		0.00		6.16
Medicare Company		34.89		158.01
Social Security Company		149.18		675.64
IN - Unemployment Company		0.00		6.39
<b>Total Employer Taxes and Contributions</b>		<b>184.07</b>		<b>846.20</b>

**EXTENSION AGREEMENT**  
**LLCD MOWING**

This Extension Agreement is entered into by and between N. Anderson Excavating & Lawn Care LLC. ("INDEPENDENT CONTRACTOR") and the LAKE LEMON CONSERVANCY DISTRICT ("LLCD") this 24<sup>th</sup> day of January, 2019. The parties agree as follows:

1. Pursuant to Section 3 of the OPERATING AGREEMENT: LLCD MOWING ("Agreement") between the parties, dated February 3, 2016, the Agreement may be renewed under the same terms and conditions for successive one (1) year periods for a cumulative total of four (4) years, so long as INDEPENDENT CONTRACTOR maintains the same cost for services from year to year, by LLCD giving notice of renewal, in writing, to INDEPENDENT CONTRACTOR. By this Extension Agreement, notice of renewal is herein provided by LLCD and accepted by INDEPENDENT CONTRACTOR and the AGREEMENT is hereby extended for a one (1) year term to commence on April 1, 2019 and end on December 1, 2019, except if terminated as provided by the Agreement.
2. Payment for Services: For the entire extension agreement term, LLCD shall pay INDPENEDENT CONTRACTOR a total of Ten Thousand Eight Five Hundred Sixty Dollars Zero Cents (\$10,560.00) for services, which payments will be made as satisfactory services are provided to LLCD and invoiced to the LLCD on a monthly basis for the duration of the project.
3. All terms and conditions of original Operating Agreement: LLCD Mowing, dated February 3, 2016 remain in full force and effect except as amended herein.

So Agreed on the date first written above.

LAKE LEMON CONSERVANCY DISTRICT

INDEPENDENT CONTRACTOR

\_\_\_\_\_  
Pam Dugan, Chairman  
Board of Directors

\_\_\_\_\_  
Nathan Anderson  
N. Anderson Excavating & Lawn Care LLC.

Prepared by:  
Angela F. Parker, Attorney-at-Law  
ANDREWS, HARRELL, MANN, CARMIN & PARKER, P.C.  
400 West 7th Street, Ste. 104, P. O. Box 2639  
Bloomington, IN 47402-2639



INNOVATIVE IDEAS  
EXCEPTIONAL DESIGN  
UNMATCHED CLIENT SERVICE

January 7, 2019

Mr. Adam Casey  
Manager  
Lake Lemon Conservancy District  
7599 N. Tunnel Road  
Unionville, Indiana 47468

**RE:** Lake Lemon Dam Biennial Inspection Proposal

Dear Mr. Casey:

DLZ Indiana, LLC (DLZ) is pleased to have the opportunity to submit this proposal for professional engineering services for Lake Lemon Dam.

#### **DESCRIPTION OF THE PROJECT**

Indiana statutes on dam operation require the inspection of high-hazard dam structures by experienced engineers at least one time every two years. An inspection report for the facility is ultimately submitted to Indiana Department of Natural Resources (IDNR) for their records. DLZ has been involved with your dam facility for over 6 years and is familiar with your facility. The scope of services below has been prepared in order to meet the IDNR requirements.

#### **SCOPE OF SERVICES**

DLZ proposes to perform the following dam inspection services:

1. DLZ will contact IDNR to discuss their records and recommendations for Lake Lemon Dam. DLZ has previously obtained this facility's design documents and use those documents along with our previous inspection reports to understand the history of the facility.
2. An engineer will perform a visual inspection of the facility taking photographs of pertinent features to assess and document current conditions. Checklists will be used to document the visible condition of the dam and its appurtenant structures.
3. If available, the project operations and maintenance personnel will be interviewed to document any operational or maintenance issues with the dam.
4. The results of the three previous tasks will be assembled into an inspection report for the facility. The report will document the existing visible condition of the dam, and make recommendations for remedial work to correct deficiencies that were noted during the inspection. Photographs from the inspection will also be included in the report. A draft of the dam inspection report will be submitted for Owner review.
5. Upon acceptance of the report, a final version of the report will be submitted for Owner signature and the signed document will be delivered to IDNR.



### INFORMATION AND SERVICES TO BE PROVIDED BY THE DISTRICT

For the purposes of this proposal, it was assumed that the Lake Lemon Conservancy District will:

1. Identify a single point of contact for the District for coordination and distribution of information.
2. Provide as-built drawings and specifications for the facility (if available).
3. Provide copies of all known inspection reports in the possession of the District.
4. Arrange for access to and make all provisions for DLZ to enter the facility as required to perform services under this proposal.
5. Make available operations and maintenance personnel (if any) for needed interviews.
6. Review and sign the final dam inspection report for submittal to IDNR.

### DELIVERABLES

DLZ will deliver to the District one (1) electronic copy on CD and three (3) bound paper copies of the completed dam inspection report. Upon approval and acceptance by the District, DLZ will deliver the report to IDNR.

### SCHEDULE

Upon written notice to proceed, DLZ will complete the field inspection during a one-day visit scheduled in coordination with the Lake Manager. The remaining work described in the Scope of Services section will be completed within forty-five (45) calendar days of completion of the field inspection.

### COMPENSATION

DLZ proposes to be compensated a lump sum amount of Five Thousand Two Hundred Eighty Dollars and No Cents (\$5,280.00) for completion of the above tasks. Additional services must be approved in writing by the Lake Lemon Conservancy District, prior to the commencement of that work, and will require additional compensation as mutually agreed to.

Reimbursable items will be charged as a separate direct cost and will include travel mileage, CD's, copying costs, etc. These charges are as needed and will be based on a not-to-exceed amount of Two Hundred Fifty Dollars and No Cents (\$250.00). A rate schedule is enclosed as **Exhibit A** for reimbursable charges and for use if additional services are warranted.

### ADDITIONAL SERVICES

If authorized in writing by the District, DLZ will furnish, or obtain from others, Additional Services of the types listed below. These services are not included as part of the basic services presented in the *Scope of Services* section of this Proposal. These Additional Services would be paid for by the District as indicated in the Compensation section of this Proposal.

1. Additional Services in connection with the project, including services that are to be furnished by the District in accordance with the *Information and Services to be Provided by the District* section of this Proposal, and services not otherwise provided for in this Proposal.
-

### STANDARD TERMS AND CONDITIONS

The Standard Terms and Conditions, as set forth in **Exhibit B**, are incorporated here into and made part of this proposal. The Owner referred to in the Standard Terms and Conditions means the Lake Lemon Conservancy District.

DLZ Indiana, LLC trusts that this proposal meets with your approval. We look forward to working with the District on this project and appreciate the opportunity to submit this proposal for engineering services. If for any reason you should have any questions, please do not hesitate to contact Jon LaTurner at 317-532-8231 or Laurie Johnson at 317-633-4120.

Sincerely,



Laurie D. Johnson, P.E.  
Vice President



Jon LaTurner, P.E.  
Division Manager

### APPROVED AND ACCEPTED BY LAKE LEMON CONSERVANCY DISTRICT

---

Name

---

Title

CC: J. LaTurner

**EXHIBIT A**  
**DLZ INDIANA, LLC - STANDARD FEE STRUCTURE - 2018**  
**ENGINEERING/ARCHITECTURAL**

<i>Activity Code</i>	<i>Employee Classification</i>	<i>2018 Hourly Rate</i>
1	Principal	\$225.00
49/49D	Division Manager/Director	\$215.00
50	Department Manager	\$190.00
55/4/14	Registered Land Surveyor/Survey Coordinator/Right of Way Coordinator	\$140.00
80/217	Senior Project Manager / Project Manager II	\$190.00
21/216	Project Manager I	\$175.00
341/340/556/557	Electrical/Mechanical/Structural Engineer VI	\$175.00
555/565/214/485/487	Engineer V/Architect V/Landscape Arch. V/Planner V/Scientist V/Geologist V/Surveyor V	\$170.00
554/564/484/486	Engineer IV/Architect IV/Landscape Architect IV/Planner IV/Scientist IV/Geologist IV	\$165.00
53/58/227/135	Engineer III/Architect III/Landscape Architect III/Planner III/Scientist III/Geologist III	\$145.00
52/57/228/136	Engineer II/Architect II/Landscape Architect II/Planner II/Scientist II/Geologist II	\$135.00
51/56/230/137	Engineer I/Architect I/Landscape Architect I/Planner I/Scientist I/Geologist I	\$110.00
28	Designer I	\$100.00
472	Designer II	\$115.00
473	Designer III	\$130.00
29	Technician	\$75.00
126/147	Construction Observer Manager /Administrator	\$130.00
152	Construction Observer	\$105.00
43	Clerical	\$65.00
430	Office Services Coordinator	\$85.00
06	Intern	\$55.00

	<i>Crew Classification</i>	<i>2018 Hourly Rate</i>
142/99	2 - person Topographic Survey Crew (straight time)	\$210.00
142/99	2 – person Topographic Survey Crew (over time)	\$275.00
336	1 – person Field Crew	\$125.00
336	1 – person Field Crew (over time)	\$165.00
GPS/339	1 – person GPS/RTK Field Crew	\$165.00
SCAN	HDS Laser / UAS Scanning Crew	\$270.00
13/94	Field Survey Technician / Survey-Mapping Assistant	\$90.00

<i>Reimbursable Expenses</i>	<i>Rate</i>
Mileage	\$0.545/mile
Company Vehicle	\$65.00/day
Travel Expenses	@ Cost
Living Expenses	@ Cost
Reproduction	Cost plus 20%
Subconsultants	Cost plus 20%
Equipment Rental	Cost plus 20%

Rates are subject to revision on January 1 of each year. Cost of living/inflation increases of 3 to 7% per annum can be anticipated.  
S:\Dept\Administration\Clerical\RATES\2018 Hourly Rates - DLZ Indiana A76.docx

**EXHIBIT B**  
**DLZ'S STANDARD TERMS AND CONDITIONS**

**1. INVOICE AND PAYMENT PROCEDURES:** DLZ shall submit invoices, once a month, at a minimum, to the CLIENT for Services accomplished during each calendar month.

The CLIENT hereby agrees that payment will be made for DLZ's Services within thirty (30) days from the date of the invoice; and, in default of such payment, hereby agrees to pay all cost of collection, including reasonable attorney's fees, regardless of whether legal action is initiated. The CLIENT hereby acknowledges that unpaid invoices shall accrue interest at 18 percent per annum after they have been outstanding for over thirty (30) days. If an invoice remains unpaid sixty (60) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, suspend all Services on the CLIENT's project. This suspension shall remain in effect until all unpaid invoices are paid in full. If an invoice remains unpaid ninety (90) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, declare CLIENT to be in breach of this Agreement and pursue its remedies for collection.

**2. CONSTRUCTION SERVICES:** Construction Phase Services are not intended to include exhaustive detailed inspections of contractor work but site observations to become generally familiar with and to keep CLIENT informed about the progress and quality of work. The Contractor is solely responsible for its compliance or noncompliance with the Contract Documents. If, under this Agreement, professional services are provided during the construction phase of the project, DLZ shall not be responsible for or have control over contractor means, methods, techniques, sequences, or procedures; or for safety precautions and programs in connection with the Work. Nor shall DLZ be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents or for Contractor's failure to comply with applicable laws, ordinances, rules or regulations. Under no circumstances will DLZ have any direct contractual relationship with the Construction Manager, Contractor, any subcontractors, material suppliers or other consultants unless DLZ and the CLIENT expressly agree otherwise in writing. CLIENT agrees that DLZ will perform on-site construction observation for this project and that such services will not be performed by others.

**3. SUBSURFACE INVESTIGATION:** DLZ makes no representations concerning soil conditions unless specifically included in writing in this Agreement, and DLZ is not responsible for any liability that may arise out of the making or failure to make soil surveys, or sub-surface soil tests, or general soil testing.

**4. AGENCY REVIEW:** In the event that, due to a change in applicable laws or a change in the requirements or policies of a governmental agency after the date of this Agreement, additional office or field work is required, said additional work shall be paid for by CLIENT as extra work.

**5. SURVEY STAKING:** In the event that any survey staking is disturbed by an act of God or parties other than DLZ, the cost of restaking shall be paid for by CLIENT as extra work.

**6. MISCELLANEOUS EXPENSES:** The CLIENT shall pay the costs of checking and inspection fees, zoning and annexation application fees, assessment fees, soils engineering fees, soils testing fees, aerial topography fees, and all other fees, permits, bond premiums, title company charges, blueprints and reproductions, and all other charges not specifically covered by the terms of this Agreement.

**7. CHANGE OF SCOPE:** The scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by DLZ and CLIENT. DLZ will promptly notify CLIENT of any perceived changes of scope in writing and the parties shall negotiate modifications to this Agreement before commencement of any change in scope.

**8. SAFETY:** DLZ shall establish and maintain programs and procedures for the safety of its employees. DLZ specifically disclaims any authority or responsibility for general job site safety and safety of persons other than DLZ employees.

**9. REUSE OF PROJECT DELIVERABLES:** Reuse of any documents or other deliverables, including electronic media, pertaining to the Project by CLIENT for any purpose other than that for which such documents or deliverable were originally prepared, or alternation of such documents or deliverables without written verification or adaption by DLZ for the specific purpose intended, shall be at CLIENT's sole risk.

**10. OPINIONS OF CONSTRUCTION COST:** Any opinion of construction costs prepared by DLZ is supplied for the general guidance of the CLIENT only. Since DLZ has no control over competitive bidding or market conditions, DLZ cannot guarantee the accuracy of such opinions as compared to contract bids or actual cost to CLIENT.

**11. INSURANCE:** DLZ will maintain insurance coverage for Professional, Comprehensive General, Automobile, Worker's Compensation and Employer's Liability in amounts in accordance with all legal requirements and DLZ business requirements. Certificates evidencing such coverage will be provided to CLIENT upon request. For projects involving construction, CLIENT agrees to require its construction contractor, if any, to include DLZ as an additional insured on its policies relating to the Project. DLZ coverage referenced above shall, in such case, be excess over contractor's primary coverage.

**12. INDEMNITY:** To the fullest extent permitted by law, DLZ shall indemnify and save harmless CLIENT from and against liability and damages sustained by CLIENT, its employees, and representatives by reason of injury or death to persons or damage to tangible property to the proportionate extent caused directly by the negligence of DLZ or its employees.

**13. LIABILITY:** No employee of DLZ, its parent, subsidiary or affiliate companies, shall have individual liability to CLIENT. DLZ's total liability to CLIENT, and CLIENT's coverage under any of DLZ's insurance policies as an additional insured, if provided, for any and all injuries, claims, losses, expenses or damages arising out of DLZ's Services or this Agreement from any causes including, but not limited to, DLZ's negligence, error, omissions, strict liability, or breach of contract shall not exceed the total compensation received by DLZ under this Agreement. If CLIENT desires a limit of liability greater than provided above, CLIENT and DLZ shall include in the Agreement the amount of such limit and the additional compensation to be paid to DLZ for assumption of such risk.

**14. PREVAILING PARTY LITIGATION COSTS:** In the event any actions are brought to enforce this Agreement, the prevailing party shall be entitled to collect its litigation costs from the other party. Any litigation shall be governed by the laws of the state in which the Project is located. The sole venue for any lawsuit filed as a result of this Agreement is the county in which the project is located.

**15. AUTHORITY:** The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

**16. STATUTE OF LIMITATIONS:** To the fullest extent permitted by law, parties agree that, except for claims for indemnification, the time period for bringing claims regarding DLZ's performance under this Agreement shall expire one year after Project Completion.

**17. SCHEDULE:** DLZ shall not be responsible for the Contractor's schedule or failure to carry out the Work in accordance with the Contract documents. DLZ shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons performing portions of the Work.

**18. SHOP DRAWINGS:** DLZ will review shop drawings solely for general conformance with design concept, and not for the purpose of reviewing or approving their accuracy, completeness, dimensions or quantities, constructability, performance, compatibility with other construction components, or their compliance with the requirements of the Contract Documents, such as Buy America requirements, all of which remain the responsibility of the Contractor. DLZ's review also is not for the purpose of reviewing or approving the Contractor's safety precautions or construction means, methods, techniques, sequences or procedures.

## MERCHANT SERVICES RETAIL PROPOSAL

### SOLUTIONS TO SIMPLIFY PAYMENT PROCESSING

We make bank card processing more efficient and productive to give your business the competitive advantage. Whether it's a credit card, debit card, check conversion, gift or loyalty card, we make the process quick and easy.



### COMPLETE TRANSACTION MANAGEMENT

You will receive quality customer service and an unbeatable equipment warranty. We provide the best available technology, security, and communication in the merchant services industry nationwide to keep you Payment Card Industry (PCI) Compliant, while retaining the traditional personal service that most credit card processors have forgone.

When it comes to payment solutions for your business, service and value are the key components! We will provide you with the personal service and support you expect/need to operate and grow your business. As part of our service, you will receive installation and training instructions to deploy the full line of transaction payment options currently offered. You will also receive customer support 24/7, 365 days a year.

### SOLUTIONS TO SIMPLIFY PAYMENT PROCESSING:

- Bank Card Services
- Mobile Solutions
- Virtual Terminal/ Web-Enabled
- Wireless Solutions
- Purchasing & Commercial
- Hospitality Solutions
- Medical Billing
- Online Reporting

### Say goodbye to many of the fees commonly charged by other processors!

- No PCI Compliance with completed SAQ
- Equipment Warranty included at No Cost
- No Monthly Minimums
- No Annual or 'Club' Fees
- No Setup Fees
- No Programming Fees



**GET SETUP TODAY!**

**Jim Cheers | (330) 507-2890**

## INTERCHANGE PLUS PACKAGE

Interchange pricing enables you'll qualify for the lowest possible rate each time you take a card because we pass our cost of processing the transaction directly to you with only the barest minimum of added basis points.

PROCESSING RATE (per transaction)
Pass Through Interchange Plus 20 basis points
Plus dues, fees, and assessments

CARD TYPE	DESCRIPTION	PROCESSING RATE (per transaction)
International	Applies to international and foreign cards	Rate above plus 1.15% + \$0.20
American Express	Discount Rate plus Interchange Pass Thru	0.30% plus \$0.20

AUTHORIZATION FEES (per transaction)	
Visa / MasterCard / Discover	\$0.10
Batch Fee	\$0.10
All Other Cards	\$0.20
PIN Based Debit	IPT plus \$0.25
MONTHLY FEES	
Monthly Service	\$11.50
PCI Compliance with completed SAQ	\$0.00
Mx Merchant – online reporting	\$0.00
Free Supply Program (optional)	\$3.45
PER OCCURRENCE	
Chargeback	\$15.00
Retrieval Request	\$15.00
Annual Fee	\$0.00
Early Termination Fee	\$50.00

Rates are accurate as of **1/4/2019** and are guaranteed for 90 days with the exception of documented Increases in Interchange, Association, or Processing fees from Visa/MasterCard or Priority Payment Systems. Additional fees charged separately if applicable: Fixed Acquirer Network Fee (FANF), Visa APF/MasterCard NABU of \$0.195 per transaction, MC Location Monthly fee of \$1.25, PIN Debit Annual Fees.

# Authorize.Net Setup Authorization Form

☒ Merchant DBA \_\_\_\_\_

☒ Merchant Legal Name \_\_\_\_\_

☒ Merchant ID \_\_\_\_\_

☒ Merchant Email Address \_\_\_\_\_

☒ Fed Tax ID/ SSN# \_\_\_\_\_

Business Type (Circle One)

Retail

Moto

Internet

## Credit Card Processing Fees

\*Monthly Fee \$ 20.00 \*Per Item \$ .10 \*Batch Fee \$ .10

## eCheck Processing Fees \*Only Complete if requesting eCheck Service

\*eCheck Monthly Minimum \$ \_\_\_\_\_ \*eCheck Per Item Fee \_\_\_\_\_

\*eCheck Chargeback Fee \$ \_\_\_\_\_ \*eCheck Return Item Fee \_\_\_\_\_

\*eCheck Batch Header Fee \$ \_\_\_\_\_

## eCheck Discount Rates (based on volume) \*Only Complete if requesting eCheck Service

\$0-\$4,999.99: \_\_\_\_\_ %

\$5,000.00-\$49,999.99: \_\_\_\_\_ %

\$50,000.00-\$199,999.99: \_\_\_\_\_ %

\$200,000.00 or More: \_\_\_\_\_ %

## Bank Information for Authorize.Net Monthly Billing

☒ Name on Bank Account \_\_\_\_\_

☒ Routing# \_\_\_\_\_ Account# ☒

\*Billed Monthly by Authorize.Net

☒ \_\_\_\_\_  
Merchant Signature Date

## Credit Card Info for Authorize.Net Setup Fee

One Time Setup Fee \$ 35.00 eCheck Setup Fee \$ \_\_\_\_\_



Total Setup Fee \$ 35.00

\* Credit Card Account# \_\_\_\_\_

\* Expiration Date \_\_\_\_\_ CVV/CVV2 Code ~~\*~~ \_\_\_\_\_

~~\*~~ I, \_\_\_\_\_ (please print) authorize  
**PRIORITY PAYMENT SYSTEMS** to charge the above credit card for the specified  
amount above for merchant Authorize.Net Setup Fee. I agree that **PRIORITY**  
**PAYMENT SYSTEMS** has fulfilled its service to me and that I am fully satisfied  
with those services and the amount charged for those services.

~~\*~~ \_\_\_\_\_  
Cardholder's Signature Date



## Sediment Transport Study- Request for Proposal

In an effort to maximize the effectiveness of a proposed forebay structure to be utilized as a sediment catchment zone, and to assess future catchment zone maintenance needs, The Lake Lemon Conservancy District is requesting proposals for a study to assess Fluvial Geomorphic conditions within our localized system. The study needs to include the following aspects.

Sediment Characterization: Sediment transport characteristics of Bean Blossom Creek will be evaluated by:

- 1) Collecting and analyzing bed material/pavement samples using a modified Wolman pebble count methodology
- 2) Collecting and analyzing sub pavement/bar bulk samples through sieve and weight field measurements
- 3) Conducting critical shear stress calculations
- 4) Installing and monitoring scour chains
- 5) installing and monitoring a cross section and gaging station.

Watershed Hydrology Assessment:

Developed a preliminary hydrology model for the watershed based on available GIS data. Estimate the discharge rates for 2, 10 and 100-year storm events. In addition, collected and analyzed historical weather data to calibrate the return intervals of discharge.

Rule Curve Assessment:

Utilize Lake level data to evaluate backwater conditions for various discharges in relation to sediment transport estimates.



# APPLICATION FORM

## Wastewater State Revolving Fund Loan Program (WWSRF)

Return completed form and an additional copy to:

WWSRF Administrator  
100 North Senate Avenue, Rm. 1275  
Indianapolis, IN 46204  
[www.srf.in.gov](http://www.srf.in.gov)

### Section I. APPLICANT INFORMATION

- A. Applicant name (political subdivision): \_\_\_\_\_
- B. Name of Project: \_\_\_\_\_
- C. Type of Applicant (**circle one**): City, Town, County, Conservancy District, Regional Sewer District, Other.
- D. Location of the Proposed Project: City / Town: \_\_\_\_\_ County (ies): \_\_\_\_\_  
(If project lies in multiple towns/cities, please specify percentage of project being constructed in each town or city; should equal 100%)
- E. Civil Township(s) : \_\_\_\_\_ USGS Quadrangle Map Name (s) , Township (s) , Range (s), Section(s) : \_\_\_\_\_
- Fa. State Representative District: \_\_\_\_\_ Fb. State Senate District: \_\_\_\_\_ Fc. Congressional District: \_\_\_\_\_
- G. Indicate the Watershed in which the Project is located: \_\_\_\_\_ (see Appendix A, B)
- Ha. Service Area Population<sup>1</sup>: \_\_\_\_\_ Hb. Population Trend<sup>2</sup>: \_\_\_\_\_
- I. Median Household Income for Service Area<sup>3</sup>: \_\_\_\_\_
- J. Unemployment Data<sup>4</sup>: \_\_\_\_\_
- K. Equivalent Dwelling Units (EDU): (current) \_\_\_\_\_ (proposed) \_\_\_\_\_
- L. Number of Connections: (current) \_\_\_\_\_ (post project) \_\_\_\_\_
- M. Current User Rate/4,000 gallons: \_\_\_\_\_ Estimated Post User Rate/4,000 gallons: \_\_\_\_\_
- N. Wastewater Treatment Provider: Current \_\_\_\_\_ Proposed: \_\_\_\_\_
- O. Treatment Facility Name: \_\_\_\_\_ Address: \_\_\_\_\_
- P. Outfall GPS location: Latitude: \_\_\_\_\_ longitude: \_\_\_\_\_
- Q. If community does not or will not have a treatment plant is there an inter-local agreement in place? Yes \_\_\_\_\_ No \_\_\_\_\_
- R. Applicant's Data Universal Numbering System (DUNS) number<sup>5</sup>: \_\_\_\_\_
- Sa. Were Architectural and Engineering (A&E) services procured prior to 10/1/14? Yes \_\_\_\_\_ No \_\_\_\_\_
- Sb. If A&E services were procured after 10/1/14, was procurement done pursuant to 40 USC Chapter 11? Yes \_\_\_\_\_ No \_\_\_\_\_

1 Census data is available at [http://factfinder.census.gov/faces/nav/jsf/pages/community\\_facts.xhtml](http://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml) (Enter community and State)

2 Population Trend: [http://factfinder.census.gov/faces/nav/jsf/pages/community\\_facts.xhtml](http://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml) (Annual Population Estimates. Note if increasing or decreasing)

3 MHI: <http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml> "Selected Economic Characteristics" 2009-2013 American Community Survey 5-Year Estimates

4 Unemployment Data: <http://data.bls.gov/pdq/querytool.jsp?survey=la>

5 DUNS Number: [http://www.in.gov/ifa/srf/files/DUNS\\_Memo\\_4\\_19\\_13.pdf](http://www.in.gov/ifa/srf/files/DUNS_Memo_4_19_13.pdf)

## **Section II. CONTACT INFORMATION:**

**Authorized Signatory** (An official of the Community or wastewater system that is authorized to contractually obligate the applicant with respect to the proposed project. ):

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone # (include area code): \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
E-mail: \_\_\_\_\_

**Applicant Staff Contact** (Community Representative to be contacted directly for information if different from authorized signatory):

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone # (include area code): \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
E-mail: \_\_\_\_\_

### **Certified Operator:**

Name: \_\_\_\_\_  
Telephone # (include area code): \_\_\_\_\_  
E-mail: \_\_\_\_\_

### **Grant Administrator** (if applicable)

Contact: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone # (include area code): \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

### **Consulting Engineer**

Contact: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone # (include area code): \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

### **Bond Counsel**

Contact: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone # (include area code): \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

### **Financial Advisor**

Contact: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone # (include area code): \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

### **Local Counsel**

Contact: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone # (include area code): \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

### Section III. PROJECT INFORMATION

#### A. Project Need:

Complete as many of the following categories that apply to your project. Provide a brief description of the needs/problems associated with each. Descriptions can be found in Appendix C. Please attach additional sheets if necessary.

I. Secondary Treatment: \_\_\_\_\_  
\_\_\_\_\_

II. Advanced Treatment: \_\_\_\_\_  
\_\_\_\_\_

III. Infiltration/Inflow Correction and/or Major Sewer System Rehabilitation: \_\_\_\_\_  
\_\_\_\_\_

IV. New collection and/or Interceptor Sewers: \_\_\_\_\_  
\_\_\_\_\_

V. Combined Sewer Overflows: \_\_\_\_\_  
\_\_\_\_\_

VI. Storm Water Control: \_\_\_\_\_  
\_\_\_\_\_

VII. Nonpoint Source: \_\_\_\_\_  
\_\_\_\_\_

**B. Proposed Project:** Describe the scope of the proposed project and how it will address the applicant's needs as enumerated above. Please provide a map showing proposed work areas providing quadrangle names, and township, range, and section numbers of work areas, if possible. *Please attach additional sheets if necessary.*

#### C. Environmental Benefits

1. Public Health / National Pollutant Discharge Elimination System (NPDES) Violation / Agreed Order  
Will this project achieve compliance? Yes: \_\_\_\_\_ No: \_\_\_\_\_ Maintain compliance? Yes: \_\_\_\_\_ No: \_\_\_\_\_

2. Sewer Ban / Early Warning Notice  
Will this action remove the community from the SB or EWN action? Yes: \_\_\_\_\_ No: \_\_\_\_\_

**D.** Will any part of the project be constructed on previously undisturbed land? ♠ Yes \_\_\_\_\_ No \_\_\_\_\_

**E.** If NO, would it be accurate to describe your entire project as rehabilitation to an existing system? Yes \_\_\_\_\_ No \_\_\_\_\_

If NO, please explain: \_\_\_\_\_  
\_\_\_\_\_

♠ The Division of Historic Preservation and Archaeology's definition of "undisturbed land" is "any land, including agricultural land (row-crop farmland, orchards, pasture, fallow farmland, or land that was previously farmland but is now grass or other vegetation), that has not been substantially disturbed by recent soil disturbing activities."

## F. Permit Information

1. Please provide the current NPDES permit number of your facility or the facility where you wastewater is treated:

2. What is the expiration date of the permit? \_\_\_\_\_

3. Will the NPDES permit be revised as part of this project? Yes: \_\_\_\_\_ No: \_\_\_\_\_

4. Have you requested a renewal for your permit? Yes: \_\_\_\_\_ No: \_\_\_\_\_

5. If the plant will increase its treatment capacity, have you requested a Wasteload Allocation from IDEM's Office of Water Quality Modeling Section? Yes: \_\_\_\_ No: \_\_\_\_

G. List any water quality concerns this project will address: \_\_\_\_\_

H. Does any part of the proposed project address:

a. Elements of the CSO Long Term Control Plan? Yes \_\_\_\_ No \_\_\_\_

b. Stormwater Rule 13 Best Management Practices? Yes \_\_\_\_ No \_\_\_\_

I. What are the anticipated environmental benefits of this project? \_\_\_\_\_

J. Does the community have a contingency plan for wastewater treatment emergencies? Yes \_\_\_\_ No \_\_\_\_

K. Does the community have back-up power in case of emergency? Yes: \_\_\_\_\_ No: \_\_\_\_\_

L. Do you have a Watershed Management Plan? Yes \_\_\_\_ No \_\_\_\_

M. What receiving stream(s) does the wastewater treatment plant discharge (if any)?

N. What receiving stream will your CSO project(s) discharge (if any)?

O. Will the proposed project incorporate Green Project Components? (Yes/No) \_\_\_\_\_  
If yes, complete a SRF Green Project Reserve Checklist. Checklist and more information can be found at <http://www.in.gov/ifa/srf/2381.htm>.

P. Will the proposed project incorporate Climate Ready Components? (Yes/No) \_\_\_\_\_  
If yes, complete a SRF Climate Ready Checklist. Checklist and more information can be found at <http://www.in.gov/ifa/srf/2381.htm>.

## Section IV. COST INFORMATION

### A. Important Anticipated Dates

Preliminary Engineering Report Submittal: \_\_\_\_\_

Contract Award: \_\_\_\_\_

SRF Financial Due Diligence: \_\_\_\_\_

SRF Loan Closing: \_\_\_\_\_

Construction Start: \_\_\_\_\_

Construction Complete: \_\_\_\_\_

*Note: if the project will be constructed in separate phases, please attach a separate page.*

B. Please identify any other funding sources being considered, the amount requested and the anticipated funding time frame:

	Application Submittal Date	Amount Requested \$\$\$	Amount Awarded (if applicable)
Office of Community and Rural Affairs CDBG Grant			
U.S. Dept. of Commerce Economic Development Administration			
U.S. Dept. of Agriculture Rural Development			
IDEM Watershed Management Grant			
Local Funds			
Other:			

**E. Project Cost Estimate:** Include estimates for ALL projects identified in the Project Information, Section III, A. Indicate estimates for each project. Please attach additional sheets if necessary.

**Estimated Construction Costs:**

(I)Secondary Treatment	\$ _____
(II)Advanced Treatment	\$ _____
(IIIA)Inflow / Infiltration Correction	\$ _____
(IIIB) Major Sewer System Rehabilitation	\$ _____
(IV-A) New Collection Sewers	\$ _____
(IV-B) New Interceptor Sewers	\$ _____
(V) Combined Sewer Overflow Correction	\$ _____
(VI) Storm Water Control	\$ _____
(VII-A-K) Nonpoint Source Needs	\$ _____
<b>Contingencies</b>	\$ _____
<b>TOTAL CONSTRUCTION:</b>	\$ _____

**Estimated Non-Construction Costs:**

Financial	\$ _____
Legal	\$ _____
Engineering Planning	\$ _____
Engineering Design	\$ _____
Other Engineering Services	\$ _____
(Describe: _____)	
Other Non-construction Costs	\$ _____
(Describe: _____)	
Land/Easement Acquisition: Ineligible	\$ _____
Land/Easement Acquisition: Eligible	\$ _____
<b>TOTAL NON-CONSTRUCTION:</b>	\$ _____

**TOTAL PROJECT COST (Estimated):** \$ \_\_\_\_\_

**C. Anticipated SRF Loan Amount (after other funding)** \_\_\_\_\_

**D. Will this project proceed if other funding sources are not in place? Yes**\_\_\_\_\_ **No**\_\_\_\_\_

**Section V. SIGNATURE**

**I certify that I am legally authorized by the legislative body to sign this application.  
To the best of my knowledge and belief, the foregoing information is true and correct.**

\_\_\_\_\_  
**Signature of Authorized Signatory (Community Official)**

\_\_\_\_\_  
**Printed or Typed Name**

\_\_\_\_\_  
**Title of Authorized Signatory**

\_\_\_\_\_  
**Date**



# *Lake Lemon Conservancy District*

Date: January 24, 2018

## ALLOWANCE OF VOUCHERS

Mike Blackwell  
Treasurer

(Report of Claims - December 2018)

(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 4 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total of \$20,926.11

Dated this 24th Day of January, 2019

### Signature of Governing Board

  
PAM DUGAN, CHAIRMAN

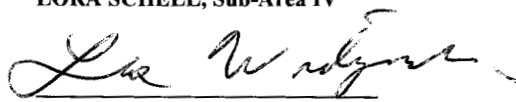
  
MARY JANE BROWN, VICE-CHAIR

  
MIKE BLACKWELL, TREASURER

  
MICHAEL KLITZING, Sub-Area I

DEBRA LADYMAN, Sub-Area II

  
LORA SCHELL, Sub-Area IV

  
LES WADZINSKI, Sub-Area V