



## Board of Public Works and Safety Agenda

**MEETING DATE:** Monday, May 1, 2023, at 11:30 AM

**MEETING PLACE:** Madison City Hall- Council Chambers

- A. Calling of roll and notice of absentees
- B. Approval of minutes
- C. Claims
- D. Adjustments
- E. Unfinished business
  - Resolution 17B-2023 Street Closure for Madison Vintage Thunder-tabled April 17
- F. New business
  - Lease agreement with CMN-RUS re. Water Tower
  - Water Tower Change Order
  - Revolving Loan Modification letter
  - Resolution 18B Street Closure for Chautauqua
  - Resolution 19B Street Closure for Trinity UMC
  - Resolution 20B Street Closure for Juneteenth
  - Resolution 21B Street Closure for Movies in the Park
  - Resolution 22B Street Closure for Firecracker 10K
  - Blight Update
  - PACE Finals: 611 E. 2<sup>nd</sup>, 427 Mulberry, 223 W. 1<sup>st</sup>
- G. Mayor's comments
- H. Public comments
- I. Next Meeting: Monday, May 15, 2023
- J. Motion to adjourn.



# MADISON *Indiana*

## Board of Public Works and Safety Minutes

**MEETING DATE:** April 17, 2023, at 11:30 AM

**MEETING PLACE:** City Hall- Council Chambers

The Board of Public Works and Safety, City of Madison, Indiana, met at 11:30 AM in the Council Chamber, City Hall.

**Calling of roll and notice of absentees:** Eaglin, Courtney, and Carlow (3-0).

**Approval of Minutes:** Eaglin moved to approve the April 3, 2023 minutes, seconded by Carlow. All in favor, motion carried (3-0).

**Claims:** Carlow moved to approve the claims as submitted, seconded by Eaglin. All in favor, motion carried (3-0).

**Adjustments:** None.

**Unfinished business:** None.

**New business:**

**SRF Distribution Requests #16, 17, 18, 19:** Brian Jackson, Utilities Superintendent, gave a general overview of the SRF requests to the board. Request #16 is for Dave O'Mara Contracting for water treatment plant work totaling \$185,788.00. The retainage amount will be \$9,289.00. Total being paid out will be \$176,499.00. Request #17 is for MW Cole Construction for water storage tank work totaling \$20,000.00. The retainage amount will be \$1,000.00. Total payout will be \$19,000.00. Request #18 is for Brackney for water main replacements totaling \$538,045.95. Retainage amount will be \$26,902.30. Total payout will be \$511,144.00. Request #19 is for Commonwealth for water project totaling \$20,168.05, \$20,821.84, and \$798.92. Total payout will be \$41,789.00.

**Motion:** Courtney moved to approve the four SRF Distribution Requests #16 – 19, seconded by Carlow. All in favor, motion carried (3-0).

**RESOLUTION NO. 15B-2023: STREET CLOSURE FOR KINDRED FOLK SOCIETY:** Pamela Brown, on behalf of the Kindred Folk Society, requesting a street closing of Mulberry Street between Main and Third Streets in connection with its River Roots Revival, to be held Saturday, June 3, 2023 from 7:00am to 11:00pm

**Motion:** Courtney moved to approve Resolution 15B-2023, seconded by Eaglin. All in favor, motion carried (3-0).

**RESOLUTION NO. 16B-2023: STREET CLOSURE FOR REGATTA WATERBALL:** Kim Washer, on behalf of Madison Regatta, Inc. requests a street closing of Main Street between Poplar to Elm and Broadway Street between Second and Third Streets in connection with its annual Madison Regatta Waterball Fight, to be held June 27, 2023, from 5:00pm through 9:00pm. Kim made the correction that the Main Street closures would be from Poplar St. to Elm St. instead of Vine to Broadway Street.

**Motion:** Eaglin moved to approve Resolution 16B-2023, seconded by Carlow. All in favor, motion carried (3-0).

**RESOLUTION NO. 17B-2023: STREET CLOSURE FOR VINTAGE THUNDER:** Tabled until next meeting, or when Mike Fine can attend the meeting.

**PACE Extension:** 107 E. Fifth St, Dave Patterson is requesting a PACE extension. The grant type is rehabilitation. The amount Dave was awarded was \$7,500.00 and the amount received was \$3,500.00. Dave Patterson is requesting a 3-month extension. This would make his new deadline July 13, 2023.

**Motion:** Courtney moved to approve the PACE Extension for 107 E. Fifth St, seconded by Eaglin. All in favor, motion carried (3-0).

615 Mulberry St, Matt Finley is requesting a PACE extension. The grant type is a dilapidated structure. The amount Matt was awarded was \$25,000.00 and the amount received was \$12,500.00. Matt Finley is requesting a 4-month extension. This would make his new deadline August 10, 2023.

**Motion:** Courtney moved to approve the PACE Extension for 615 Mulberry St, seconded by Carlow. All in favor, motion carried (3-0).

**PACE Midpoint:** 526 Walnut St, a dilapidated structure being worked on by Madison Unlimited, LLC. They have completely stabilized the building, removed and replaced the floor joists. They are working on finishing the exterior as well as the interior. They have completed over half of their PACE grant and are asking for half disbursement of \$12,500.00. 768 W Third St, Sue Haise has completed over half the PACE grant, including the removal of vinyl siding, purchasing new LP Smart siding, and installation of new windows. She is asking for the half disbursement of \$3,750.00.

**Motion:** Eaglin moved to approve the PACE Midpoints, seconded by Courtney. All in favor, motion carried (3-0).

**PACE Final:** 124 East St, Marcus Chad Gray partially demolished and rebuilt the dilapidated structure. He has rebuilt a new structure with all Historic Board approvals needed and has been completed according to his PACE grant. He is asking for the final half of his funding to be disbursed, which would be \$12,500.00. 315 E. Fourth St, Melinda Lee Miller completely tore off the back half of the dilapidated structure and rebuilt it. Painting of the structure was supposed to be completed over the weekend but has not. Nicole Schell is requesting approval of the disbursement of \$12,500.00 contingent on her finishing the painting before releasing the check.

**Motion:** Eaglin moved to approve the PACE Finals as recommended, seconded by Carlow. All in favor, motion carried (3-0).

**Mayor's comments:** The City of Madison was awarded \$650,000.00, which will be a 50% match toward a \$1.4 million new road spring paving project that was applied for with INDOT. More information about that project will be released soon. Tomorrow night, April 18, 2023, 3 new MPD officers will be introduced to the City Council and sworn in. Also, the City Council will hope to update an ordinance regarding streets and sidewalks that has not been updated since the 1960s. The Madison Police Department will be increasing traffic enforcement in school zones from April 17, 2023 through April 30, 2023. The purpose of this is to ensure the safety of the students, teachers, and parents during the busy morning and afternoon traffic.

**Public comment:** None.

**Next meeting:** Monday, May 1, 2023, at 11:30 AM

Adjourn: Eaglin moved to adjourn, seconded by Carlow. All in favor, motion carried (3-0).

Attested:

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Kathleen M. Rampy, Clerk-Treasurer

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Mayor Bob Courtney

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Karl Eaglin

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David Carlow



**RESOLUTION 17B -2023**

**A RESOLUTION OF THE BOARD OF PUBLIC  
WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA  
REGARDING A STREET CLOSING FOR  
THE MADISON VINTAGE THUNDER**

WHEREAS, there has been a request filed by Michael Fine on behalf of the National Boat Racing Heritage Center for a street closing in connection with the Madison Vintage Thunder to be held September 16 and 17, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that the following streets shall be closed from Thursday, September 14, 2023, at 3:30 p.m. through Sunday, September 17, 2023, at 7:00 p.m.:

- 1) Vaughn Drive between the west side of Poplar Street and the east side of Jefferson Street;
- 2) Mulberry Street between First Street and Vaughn Drive;
- 3) West Street between First Street and Vaughn Drive; and
- 4) Central Avenue between First Street and Vaughn Drive.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that the City boat ramp located between West Street and Jefferson Street shall be closed from Thursday, September 14, 2023, at 3:30 p.m. through Sunday, September 17, 2023, at 7:00 p.m.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that said streets and boat ramp as closed shall be under the supervision and control of the National Boat Racing Heritage Center at the times noted above for the year 2023.

ADOPTED this 1<sup>st</sup> day of May, 2023.

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Bob G. Courtney, Chairman

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Karl Eaglin, Member

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David Carlow, Member

(SEAL)

ATTEST:

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Kathleen M. Rampy, Clerk-Treasurer

## LEASE AGREEMENT

1. **Effective Date.** The date of this Lease Agreement ("Agreement") is June 1, 2023 ("Effective Date").
2. **Parties.** The parties to this Agreement are:

(a) City of Madison Department of Public Works Attn: Madison Water Dept. 101 W. Main St. Madison, IN 47250 (" <u>Owner</u> ")	(b) CMN-RUS, LLC Attn: Legal Department 8837 Bond Street Overland Park, KS 66214 (" <u>Tenant</u> ")
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3. **Background.** The following is the background to this Agreement:
  - (a) Owner is the owner of a water tower and adjacent property with a street address of 2294 Wilson Avenue, Madison, Indiana (the "Property").
  - (b) Tenant has Facilities, as that term is defined below, located at the Property.
  - (c) Tenant and Owner previously entered into a lease agreement in November of 2009, allowing Tenant to locate Facilities at the Property ("Prior Lease").
  - (d) The parties wish for this Agreement to supersede and replace the Prior Lease.
4. **Agreement.** For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Owner and Tenant agree as is more specifically set forth in this Agreement. By entering into this Agreement, the parties agree that the Prior Lease is hereby terminated and superseded in all respects and shall be of no further force or affect.
5. **Premises.** Tenant has located, at the Property, communications equipment including, but not limited to, 4 Televes Databoss (149884) LR Mix Hi-VHF/UHF antennas, wires, cable, pipes, receivers, routers and equipment cabinets (collectively the "Facilities"). Owner hereby leases to Tenant all areas at the Property and on the water tower where Tenant has located the Facilities, along with the riser and conduit space within and around the water tower currently being utilized by Tenant ("Premises"), for Tenant to install, remove, replace, modify, connect, disconnect, maintain and operate the Facilities.
6. **Term.** The initial term of this Agreement will be two (2) years commencing on the date when the water tower on the Property is available for Tenant to install and operate the Facilities ("Initial Term"). After the expiration of the Initial Term, the Agreement will automatically renew for successive one (1) year terms unless either party gives notice of its intention to terminate this Agreement at least 180 days before the expiration of the then current term.
7. **Rent.** Commencing on the Effective Date, Tenant will pay Owner One Thousand Dollars (\$1000.00) a month as rent for the Premises ("Rent"). Tenant will be responsible for the payment of any personal property taxes that are assessed directly against the Facilities, and Tenant will pay to Owner any increase in real property taxes that are attributable to the Facilities within thirty (30) days after Owner gives to Tenant documents and information that support the allocation of the part of the real property taxes to be paid by Tenant.

8. **Facilities.** Tenant will maintain the Premises and Facilities in a safe, orderly and clean condition. Within sixty (60) days of Owner's written request following the termination or expiration of the Agreement, Tenant will remove the Facilities from the Premises and Tenant will restore the Premises to substantially the same condition that existed as of the date of this Agreement, except for ordinary wear and tear and casualty loss. In the event Owner does not request the removal of the Facilities within sixty (60) days of the expiration or termination of the Agreement, ownership and title to any Facilities that remain on the Premises shall automatically revert to Owner.
9. **Access.** Owner hereby grants to Tenant non-exclusive ingress and egress rights over the Property along with the right to access the Premises and Facilities 24-hours a day, 7 days a week. To the extent permitted by law, Owner hereby grants Tenant a license, pursuant to any easement or license rights Owner has obtained from third parties, to access the Property from the public right of way.
10. **Utilities.** At Tenant's sole expense, Tenant will be responsible for providing electricity and any other utilities at the Premises for the operation of the Facilities. Owner agrees to reasonably cooperate with Tenant as may be required to obtain any such utilities.
11. **Interference.** Owner shall not knowingly cause or permit the installation of any equipment after the Effective Date on or around the Property which results in technical interference with the Facilities. If any equipment is installed by Owner or any other third party leasing or licensing a portion of the Property that interference with the Facilities, Owner agrees to work in good faith with Tenant to resolve such interference.
12. **Laws and Regulations.** Tenant, at its expense, will obtain all necessary approvals, licenses and permits and will comply with all applicable laws and regulations in connection with Tenant's use of the Premises and Facilities. To the extent required, Owner agrees to reasonably cooperate with Tenant to obtain any such permits, licenses or approvals. In the event Tenant is unable to obtain or loses any necessary approval, license or permit required use the Premises for Tenant's intended purpose, or Tenant is otherwise not able to operate the Facilities due to technical or business reasons, with prior written notice to Owner, Tenant may terminate this Agreement. With the exception of: (i) each party's obligations under Section 8; and (ii) the payment of any amounts due and payable under the Agreement up to the date of termination, upon termination of the Agreement, neither party will have any obligations to the other party.
13. **Representations.** Owner represents to Tenant that: (i) it is the owner of the Property; (ii) it has the right to enter into this Agreement; (iii) the person signing this Agreement has authority to sign; (iv) Tenant is entitled to quiet possession of the Premises for the term of this Agreement so long as Tenant is not in default beyond the expiration of any cure period as provided in this Agreement; and (v) it is not aware of the presence on, in or under the Premises and/or Property of any substance, chemical or waste that is identified as hazardous, toxic or dangerous ("Hazardous Substance") under any Federal, State or local law or regulation that is applicable to the Property and Premises ("Applicable Law").
14. **Hazardous Substances.** Owner and Tenant will not use or permit the use of any Hazardous Substance on the Property or the Premises in violation of any Applicable Law.
15. **Assignment and Subletting.** Tenant may assign this Agreement or sublet any part of the Premises with prior written notice to Owner. Owner may assign this Agreement with prior written notice to Tenant. As a condition of any assignment under this Section 15, the party taking assignment of this Agreement shall agree in writing to assume all of the duties and responsibilities of the assigning party under this
16. **Memorandum for Recording.** Upon request by Tenant, Owner and Tenant will execute a memorandum of this Agreement for recording with the appropriate governmental office where the Property is located.

17. **Limitation of Liability.** Notwithstanding any provision of this Agreement to the contrary, except to the extent caused by its gross negligence or willful misconduct, neither party shall be liable to the other party for any special, incidental, indirect, punitive or consequential costs, liabilities or damages, whether foreseeable or not, arising out of, or in connection with, such party's performance of its obligations under this Agreement.
18. **Indemnification.** With the exception of any loss, cost or damage caused by Owner's gross negligence or willful misconduct, Tenant will defend, indemnify and hold harmless Owner from and against: (i) any damage to Owner's water tank located on the Property caused by Tenant's Facilities; (ii) any loss, liability, claim, damages, expense arising from a third party claims directly attributable to any act or omission of Tenant.
19. **Insurance:** Tenant will maintain valid and collectible insurance as follows: (i) Workers' Compensation Insurance, on an occurrence basis form, with statutory limits, as required by the State of Kentucky, and Employer's Liability Insurance with limits of not less than \$1,000,000; (ii) Commercial General Liability Insurance, in an occurrence basis form, including contractual liability, with a combined single limit of not less than \$1,000,000 per occurrence; (iii) Automobile Bodily Injury and Property Damage Liability Insurance on an "occurrence" form with a combined single limit per occurrence of not less than \$1,000,000. Such insurance will cover liability arising out of the use by Tenant and its subcontractors of owned, non-owned, and hired automobiles in the performance of any work on or around the Property. Such insurance will acknowledge Owner as an additional insured and be primary for all purposes; and (iv) Umbrella or Excess Liability Insurance with a combined single limit of not less than \$1,000,000.00 per occurrence to apply over Commercial General Liability, Worker's Compensation, and Automobile Bodily Injury and Property Damage Liability Insurance. Such insurance will be maintained with insurers with an A.M. Best Company rating of B-VII or better. Upon request, Tenant will furnish certificates of insurance on forms acceptable to Owner.
20. **General.** Time is of the essence of this Agreement. This Agreement will be for the benefit of and binding upon the parties and their heirs, representatives, successors and assigns. This Agreement, which may be executed in counterpart, will constitute the entire agreement between the parties regarding the subject of this Agreement, and any amendments of this Agreement will be in writing. The section titles are not a part of this Agreement and are for convenience only. Unless otherwise provided in this Agreement, all time periods will be in calendar days. All notices or communications under this Agreement will be in writing and will be given by (i) established express delivery service which maintains delivery records, (ii) hand-delivery, or (iii) certified or registered mail, postage prepaid, return receipt requested. Notices will be effective upon receipt or upon attempted delivery if delivery is refused. Either party will be entitled to exercise any and all available legal and equitable remedies for any default that remains uncured by the defaulting party after giving thirty (30) days notice to the defaulting party. If a non-monetary default may not reasonably be cured within the thirty (30) day period, this Agreement cannot be terminated if the defaulting party commences to cure the default within the ten (10) day period and proceeds with due diligence to fully cure the default. The performance of either party, and the performance dates set forth in this Agreement, will be extended by any causes that are beyond the control of the party required to perform, such as an act of God, civil or military disturbance and labor or material shortage. This Agreement will be governed by and construed under the laws of the state in which the Property is located.

21. **Signature.** The parties are executing this Agreement on the date(s) shown below.

CITY OF MADISON

CMN-RUS, LLC (formerly known as CMN-RUS, INC)

By: \_\_\_\_\_

Bob Courtney

Its: Mayor

By: \_\_\_\_\_

Brian Butram

Its: Vice President of Network Engineering

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

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

## DIVISION B - WORK CHANGE DIRECTIVE NO. 1

Owner: City of Madison Owner's Project No.:  
Engineer: Commonwealth Engineers, Inc. Engineer's Project No.: W19120  
Contractor: Semper Fi Industrial Coatings Contractor's Project No.:  
Project: Water Utility Improvements  
Contract Name: Division "B" – Water Storage Improvements  
Date Issued: 4/20/2023 Effective Date of Work Change Directive: 4/20/2023

Contractor is directed to proceed promptly with the following change(s):

### Description:

Proposed change in contractual work includes a credit for removal of tank level transducers installation at the Hilltop Elevated Storage Tank No. 1, Hilltop Ground Storage Tank No. 1, Hilltop Ground Storage Tank No. 2, SR 56/62 Elevated Storage Tank. Work to be added into the project is the a customized logo on the north side of Hilltop Elevated Storage Tank No. 1.

### Attachments:

Email correspondence with Semper Fi.

### Purpose for the Work Change Directive:

In order to provide design and sizing of the logo to the City, the Contractor requires a signed Contract. Liquid level transducer work was added to Division A from Division B. The change in cost was assessed to be net \$0.00 sum as a result of the credit for transducer installation and deduct for logo design and installation on the Hilltop Elevated Storage Tank No. 1.

Directive to proceed promptly with the Work described herein, prior to agreeing to change in Contract Price and Contract Time, is issued due to:

### Notes to User—Check one or both of the following

☒ Non-agreement on pricing of proposed change. ☒ Necessity to proceed for schedule or other reasons.

### Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price: \$ 0.00 {increase} {decrease} {not yet estimated}.

Contract Time: 0 days {increase} {decrease} {not yet estimated}.

### Basis of estimated change in Contract Price:

☒ Lump Sum ☐ Unit Price ☐ Cost of the Work ☐ Other

Recommended by Engineer

Authorized by Owner

By: 

Title: Project Mgr.

Date: 4-20-2023



# MADISON

*Indiana*  
Economic and Redevelopment

April 18, 2023

Janet McIntosh  
Bad Apple Mac's, LLC  
605 West Main Street  
Madison, IN 47250

Dear Janet,

Thank you for working with us and continuing to be an important business in our community. We are sorry for the confusion the COVID modification caused on the repayment schedule and the delay in paying off your original loan. We are happy to help restructure your loan and extend the term of repayment. The City will offer you the following terms for the remainder of your 2016 Revolving Loan.

Terms: The remaining loan will be extended by 2 years starting in May of 2023.

Interest & Interest Rate: Will remain the same at 3%. The amount of \$436.85 of interest will be added to your unpaid balance for the last 12 months.

Loan Amount: The new loan amount is \$14,998.37 including the unpaid balance of \$14,561.52 plus accrued interest of \$436.85.

Payments: Per the Amortization Schedule attached, your new payment will be \$644.65. With payments being due on the 15<sup>th</sup> of the Month starting May 15, 2023. Final Payment will be May 15, 2025.

Conditions: All terms and conditions of the previous loan documents are still in force and will be followed.

The Board of Public Works will be approving documents at their regularly scheduled meeting on May 2, 2023. Once approved, the city will have a new loan document for you to sign. Thank you for your cooperation.

Regards,

Tony Steinhardt III

Director of Economic and Redevelopment

CC: Mayor Bob Courtney  
Joe Jenner, City Attorney

Attachment:  
Amortization Schedule





## Amortization Calculator

Loan Amount **14998.37**  
 Loan Term **2** years  
 Interest Rate (APR) **3**

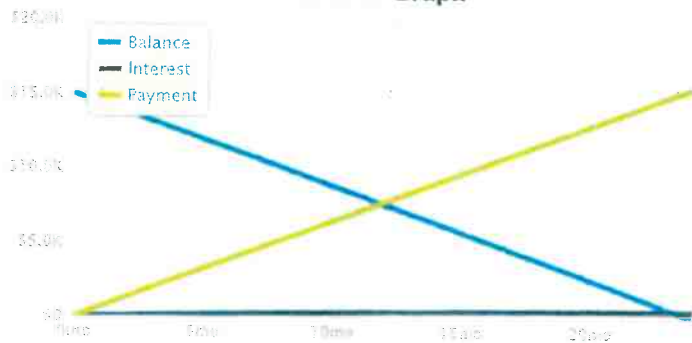
**Calculate**

Monthly Pay **\$644.85**

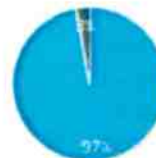
Total of 24 Loan Payments **\$15,471.55**

Total Interest **\$473.18**

**Loan Amortization Graph**



**Payment Breakdown**



## Monthly Amortization Schedule

Amortization Schedule

**Monthly Schedule**

	Beginning Balance	Interest	Principal	Ending Balance
1	\$14,998.37	\$37.50	\$607.15	\$14,391.22
2	\$14,391.22	\$35.98	\$608.67	\$13,782.55
3	\$13,782.55	\$34.46	\$610.19	\$13,172.36
4	\$13,172.36	\$32.93	\$611.72	\$12,560.64

5	\$12,560.64	\$31.40	\$613.25	\$11,947.39
6	\$11,947.39	\$29.87	\$614.78	\$11,332.61
7	\$11,332.61	\$28.33	\$616.32	\$10,716.30
8	\$10,716.30	\$26.79	\$617.86	\$10,098.44
9	\$10,098.44	\$25.25	\$619.40	\$9,479.04
10	\$9,479.04	\$23.70	\$620.95	\$8,858.09
11	\$8,858.09	\$22.15	\$622.50	\$8,235.58
12	\$8,235.58	\$20.59	\$624.06	\$7,611.52
		<b>year 1 end</b>		
13	\$7,611.52	\$19.03	\$625.62	\$6,985.90
14	\$6,985.90	\$17.46	\$627.19	\$6,358.72
15	\$6,358.72	\$15.90	\$628.75	\$5,729.97
16	\$5,729.97	\$14.32	\$630.33	\$5,099.65
17	\$5,099.65	\$12.75	\$631.90	\$4,467.75
18	\$4,467.75	\$11.17	\$633.48	\$3,834.27
19	\$3,834.27	\$9.59	\$635.06	\$3,199.21
20	\$3,199.21	\$8.00	\$636.65	\$2,562.56
21	\$2,562.56	\$6.41	\$638.24	\$1,924.31
22	\$1,924.31	\$4.81	\$639.84	\$1,284.48
23	\$1,284.48	\$3.21	\$641.44	\$643.04
24	\$643.04	\$1.61	\$643.04	\$0.00
		<b>year 2 end</b>		

by Calculator.net

## RESOLUTION 18B-2023

### A RESOLUTION OF THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA REGARDING STREET CLOSINGS FOR THE 2023 MADISON CHAUTAUQUA

WHEREAS, there has been a request filed by the Madison Chautauqua for street closings for said group in connection with the Madison Chautauqua to be held from September 30 – October 1, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that the following streets shall be closed beginning at 8:00 a.m. Friday, September 29, 2023, until 8:00 p.m. Sunday, October 1, 2023:

1. Vine Street between Main Street and Vaughn Drive;
2. Elm Street between Main Street and Vaughn Drive (*Elm Street between Second Street and Main Street will be open to residents but closed to traffic*);
3. Broadway between Second Street and Vaughn Drive;
4. First Street between Mill Street and Vine Street;
5. First Street between Elm Street and Poplar Street;
6. Second Street between Mill Street and Broadway (*residents of Second Street between Mill Street to Vine Street may enter east off of Mill Street*); (*Second Street will be open to golf cart traffic only for the duration of the festival, with volunteer Traffic control at the intersection of Vine and Second Street*)
7. Vaughn Drive between Mill Street and Jefferson Street. The parking spaces along Vaughn Drive between Mill Street and Plum Street shall be closed only for parking purposes for the Madison Chautauqua. Vaughn Drive between West

Street and Jefferson Street shall be closed only for Exhibitor parking purposes and open to through traffic during the event;

8. West Street between First Street and Vaughn Drive shall be closed only for Exhibitor parking purposes and shall be open to through traffic during the event;
9. Poplar Street between First Street and Vaughn Drive; and
10. Central Avenue between First Street and Vaughn Drive.
11. Parking Spaces along the North edge of Bicentennial Park reserved for Exhibitors, beginning Saturday, September 30 – Sunday, October 1, 2023.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that Mill Street between First Street and Vaughn Drive shall remain open for through traffic purposes and NO parking during the aforementioned period of time.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that Broadway between Second Street and First Street shall be one way south and First Street between Broadway and Poplar Street shall be one way east during the aforementioned period of time.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that there shall be no parking on the corner of Broadway at First Street from 8:00 a.m. to 11:00 a.m. on Thursday, September 28, 2023, to allow for tent setup.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that said streets as closed shall be under the supervision and control of the Madison Chautauqua at the times noted above for the year 2023.

ADOPTED this 1st day of May, 2023.

\_\_\_\_\_  
Bob Courtney, Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

(SEAL)

ATTEST:

\_\_\_\_\_  
Clerk-Treasurer



## 2023 City of Madison Event Planning Guide and Requirements

Submitted by Kara Hinze ~ 3/6/23

# Event Details Overview:

Madison Chautauqua Festival of Art

Downtown Madison from West Street to Vine Street and Main Street to Vaughn Drive

Juried Fine Arts and Crafts Festival featuring a food court, multiple locations of live entertainment, kids activity area, and entertainment garden with local beer & beverages served.

The main purpose is to provide a venue for the public to experience the arts first hand, expose people to a wide variety of talent and cultures, and attract locals and tourists alike to come shop, eat, drink and spend time in the downtown area.

This event is free and open to the public. We hope to attract the whole family to come to the festival. We typically attract a mature crowd of people who want to come and shop.

We target the entire family.

Thursday, September 28, 2023 - Tents and bathrooms set, booth marking on the streets begins (with tape)  
Friday, September 29, 2023 - Committee sets up the footprint. Artists and food vendors begin setting up at noon  
Saturday, September 30, 2023 - Sunday, October 1, 2023- Festival hours are 10am - 5pm.  
Saturday, September 30, 2023 - "Chautauqua After Hours" with live entertainment on the North lawn of the Lanier Mansion  
Sunday, October 1, 2023 - artists tear down and streets open around 8pm  
Monday, October 2, 2023 - tents and bathrooms removed

We use the Brown gym for exhibitor hospitality.  
We use the pad at Bicentennial park for Artist Trailer parking.

We do not need the city stage.

Road closures

The final list of entertainment is still being detailed and contracts signed. We can submit them when we have them.

We will promote the event via social media, radio, tv and some print advertising.

Estimated attendance is 40,000 - 50,000.



## **Public Liability Insurance:**

Public Liability Insurance will be attained prior to the festival. We can not get the insurance until early September.

We acquire our insurance through Greg Goodknight at Gardner Insurance Agency.

Once we secure the proper coverage, the insurance company will mail a copy of the contract to the city.

## Contact List:

Kara Hinze, Event Coordinator - 502-718-2421  
Samantha Pierce, Committee Secretary - 317-847-6444  
Kara Schafer - Committee Treasurer - 574-551-1292  
Tanya Colber - Security Chair - 812-292-5156  
Katie Burress - Information Tent Chair - 812-599-7004  
Nicholas Schafer - Concessions Chair - 812-599-0669  
Joe DeVito - Entertainment Chair - 812-599-2400  
Holly Magrath - Volunteer Chair - 765-760-3029  
Visit Madison - 800-559-2956

Vendor contact list can be sent after September 1, 2023 if needed.

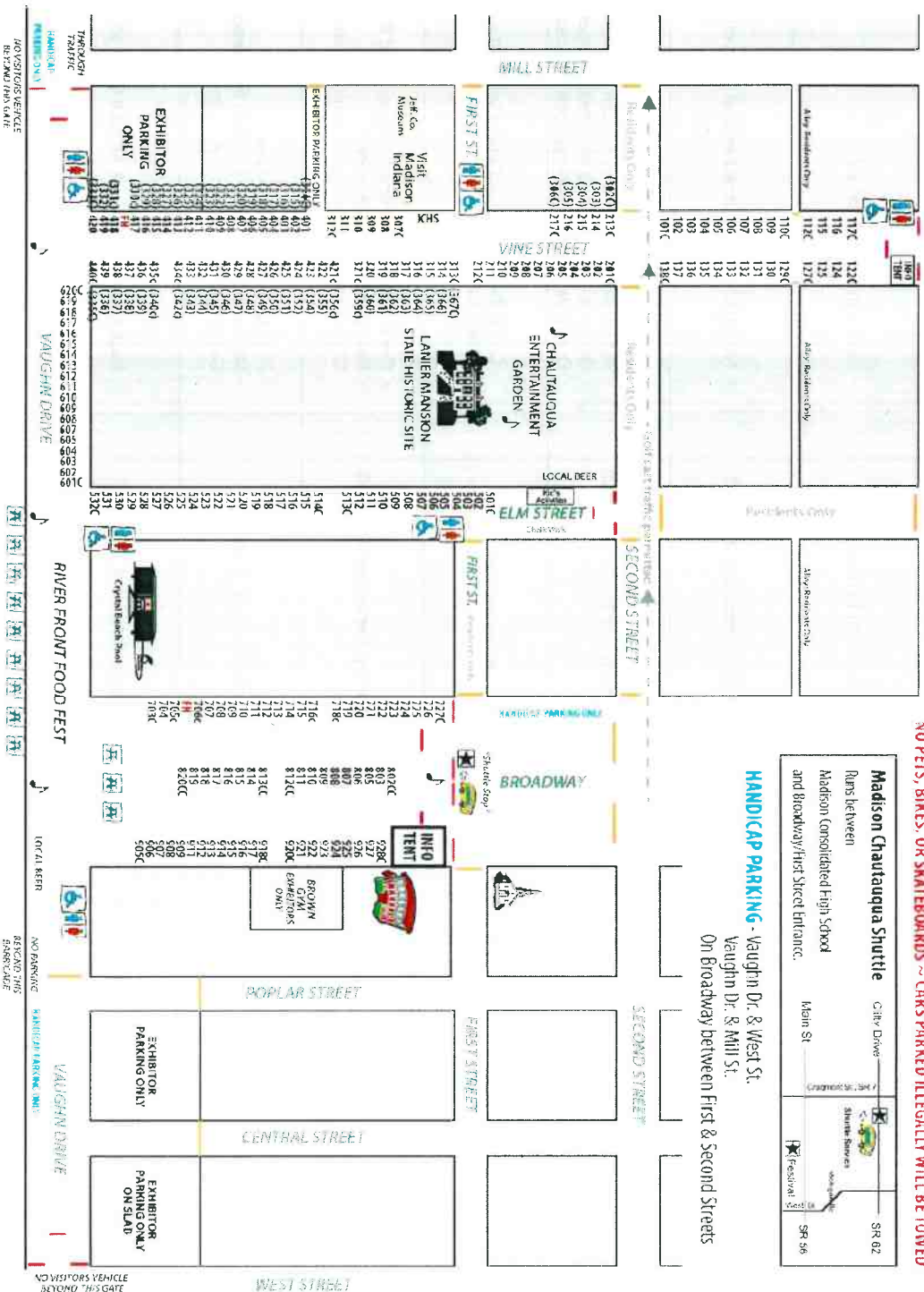
## Event Running Sheet:

January – September	<ul style="list-style-type: none"> <li>Committee plans festival</li> </ul>
Tuesday, September 26, 2023	<ul style="list-style-type: none"> <li>No parking signs placed around the footprint area</li> </ul>
Thursday, September 28, 2023	<ul style="list-style-type: none"> <li>Rumpke sets portables, bathroom trailers and dumpsters</li> <li>Negangard sets tents</li> <li>ATMs are set (could also happen on September 23 – up to ATM company)</li> <li>Golf carts are delivered (this could happen Friday morning as well)</li> <li>Committee begins marking booth spaces with tape</li> </ul>
Friday, September 29, 2023	<ul style="list-style-type: none"> <li>Committee sets up footprint from 8am – noon</li> <li>Artist/food vendor move in starts at noon</li> </ul>
Saturday, September 30, 2023	<ul style="list-style-type: none"> <li>Fire &amp; Health Department Inspection at 8:00am</li> <li>Festival hours 10 am – 5pm</li> <li>Chautauqua After Hours on Lanier Lawn – 6pm – 8pm</li> </ul>
Sunday, October 1, 2023	<ul style="list-style-type: none"> <li>Festival Hours 10am – 5pm</li> <li>Move out begins once footprint is cleared ~ 6pm</li> <li>Committee tears down 6pm ~ 9pm</li> </ul>
Monday, October 2, 2023	<ul style="list-style-type: none"> <li>Negangard, Rumpke, ATM, Golf Carts all picked up</li> </ul>

# Site Plan Map: (not to scale)

## Madison Chautauqua Festival of Art • Show Map • 2023

**NO PETS, BIKES, OR SKATEBOARDS ~ CARS PARKED ILLEGALLY WILL BE TOWED**



## Business & Resident Notification Plan:

Madison Chautauqua Committee members hand deliver letters to all homes within our footprint that explain the street closures and includes "Resident Parking" passes. We will do this one week before the festival.

Example of letter:

Dear Chautauqua Neighbors,

Thank you so much for your support and patience with the Madison Chautauqua Festival of Art. We hope that you enjoy sharing your space with us for a few days every year. We really appreciate it!

As a reminder, we will have some street closings and no parking coming up.

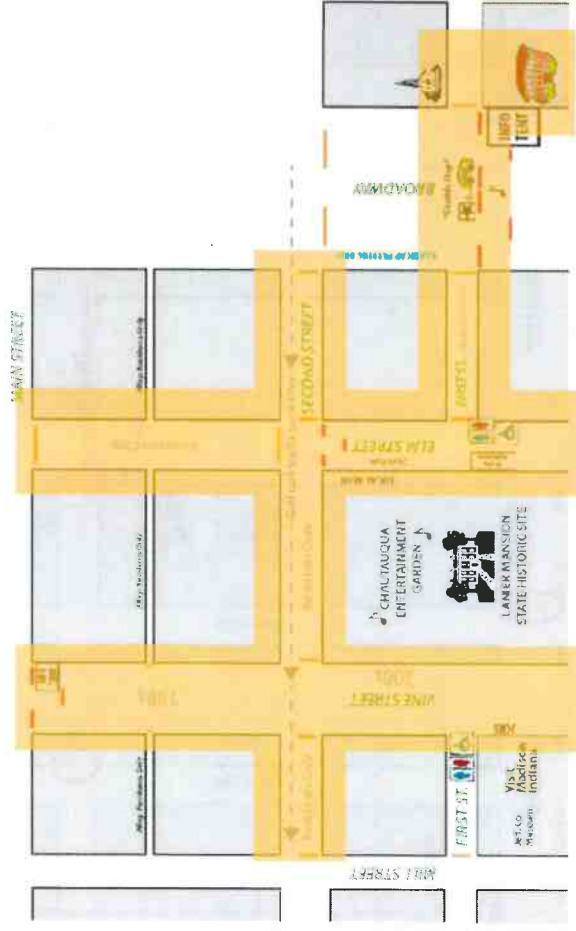
Friday 8:00 a.m. through Sunday 8:00 pm: No Parking on Vine!

\*Vine, Main to Second: NO PARKING

Concrete barricades will be set on Friday morning.

Thanks for hosting so many visitors to your neighborhood!

The Madison Chautauqua Festival of Art Planning Committee.



# Pedestrian and Crowd Management Plan:

## Barricades



= CONCRETE BARRICADES  
(Set up in Chicane formation)  
Set out by Friday morning at 8 am  
(Sept 23, 2022)



= SAWHORSES/  
TEMPORARY BARRICADES  
Set out by Thursday  
(Sept. 22, 2022)

### Sawhorses out on Thursday, Sept. 28, 2023

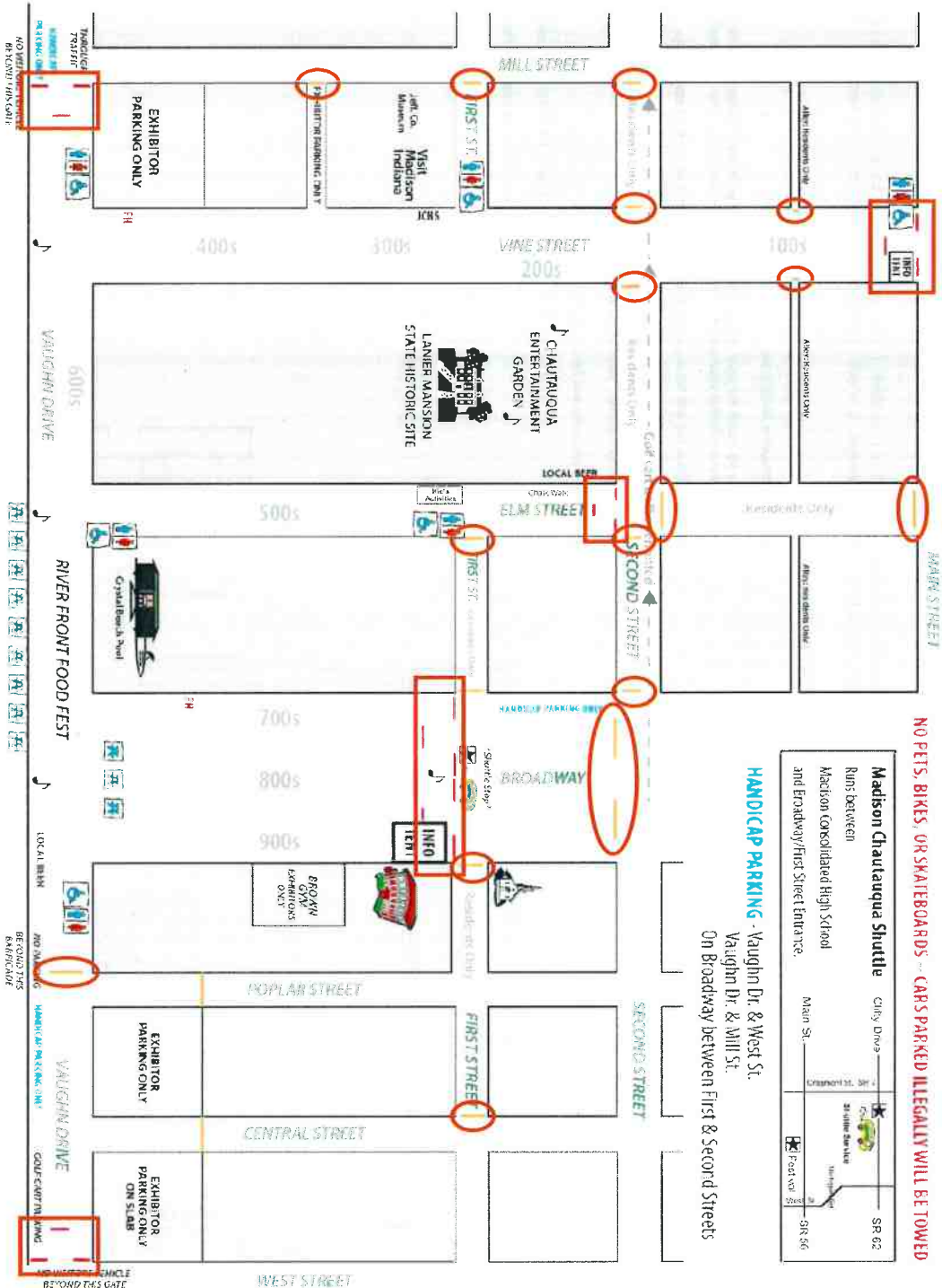
- Mill and Second Street - East side of intersection
- Mill and First Street - East side of intersection
- Mill and Entrance to parking lot south of VML - East side of intersection
- Alley on west side of Vine Street between Second Street and Main
- Alley on east side of Vine Street between Second Street and Main
- Vine Street and Second Street - East side of intersection
- Elm Street and Main Street - South side of intersection
- Elm Street and Second Street - North side of intersection
- Elm Street and First Street - East side of intersection
- Broadway and Second Street - West side of intersection
- Broadway and First Street - South side of intersection
- Broadway and First Street - West side of intersection
- Vaughn and Poplar Street
- Central Street and First Street (with stop sign)

### Concrete feet up in chicane formation out by 8 am on Friday, Sept. 29, 2023

- Vaughn Drive and Mill Street - East side of intersection
- Vine Street and Main Street - South side of intersection
- Elm Street and Second Street - South side of intersection
- Broadway and First Street - South side of intersection
- Vaughn Drive and West Street - West side of intersection

### Metal Gates

- Close the metal gates on Poplar and Central Street



NO PETS, BIKES, OR SKATEBOARDS -- CARS PARKED ILLEGALLY WILL BE TOWED

[illegible]

**HANDICAP PARKING** - Vaughn Dr. & West St.  
Vaughn Dr. & Mill St.  
On Broadway between First & Second Streets

SECOND STREET

EXHIBITOR DRAWING ONLY

5005 7005 8005 9005

A photograph of a street scene. In the foreground, a white rectangular sign with black text reads "BROADWAY ONLY" in a bold, sans-serif font. To the right of this sign, a smaller, partially visible sign reads "FUTURE PARKING ONLY". In the background, a street sign on a pole indicates "BROADWAY" and "CENTRAL STREET". The street is paved with asphalt and has a white line marking. The sky is overcast.

[illegible]

RIVER FRONT FOOD FEST



# Pedestrian and Crowd Management Plan: Security

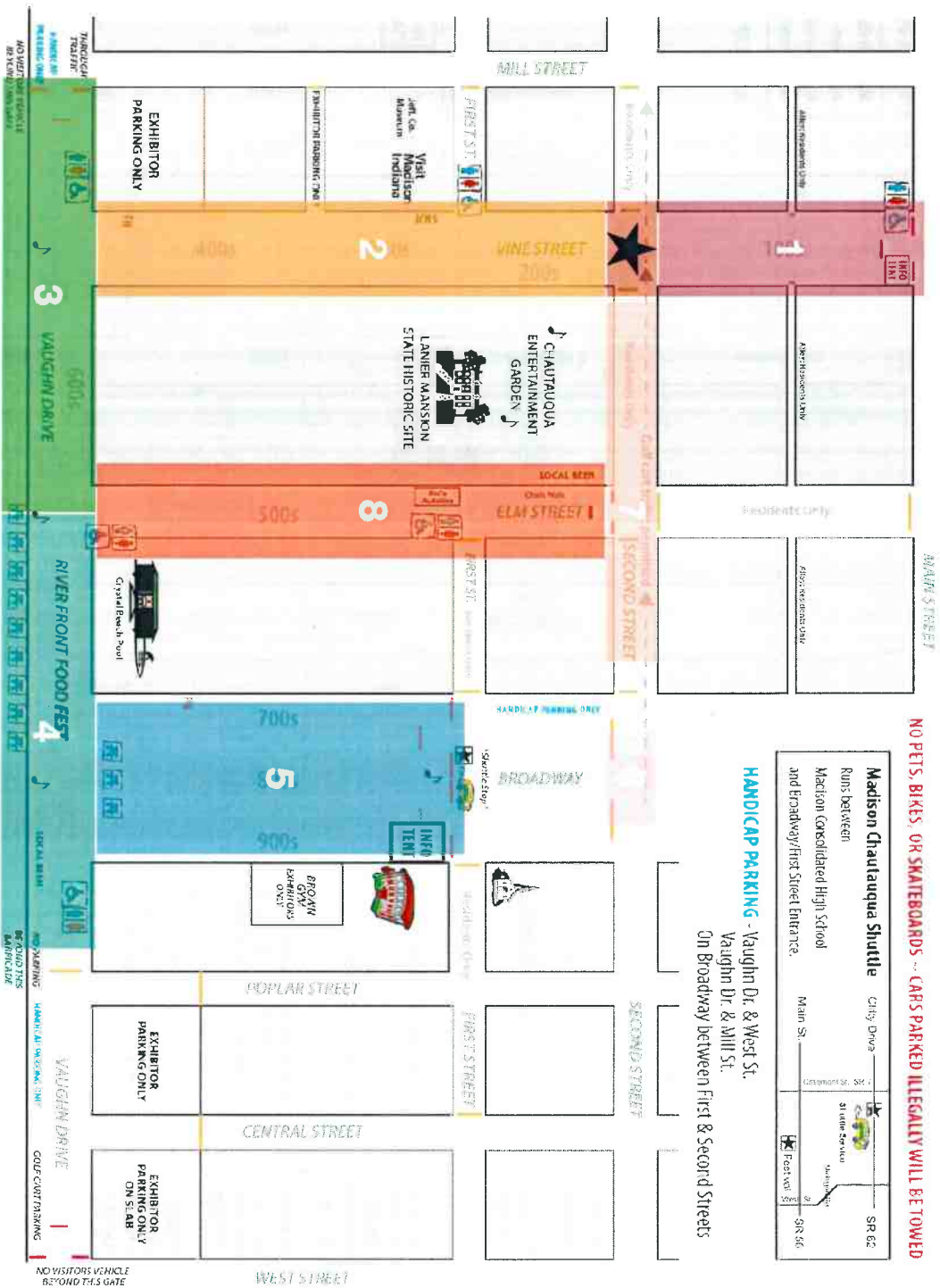
Tanya Colber is the Security Chair

During festival hours, there are 7-8 uniformed officers roaming the festival in designated areas.

After festival hours, we have 2 roaming uniformed officers all night long.

★ City of Madison Police provide traffic control at the corner of Vine and Second Street for golf cart traffic.

All committee members and Security carry a radio to communicate.





Concrete barricades are set to allow emergency vehicle access at all main entrances to the festival.

A.) In case of an incident, contact:

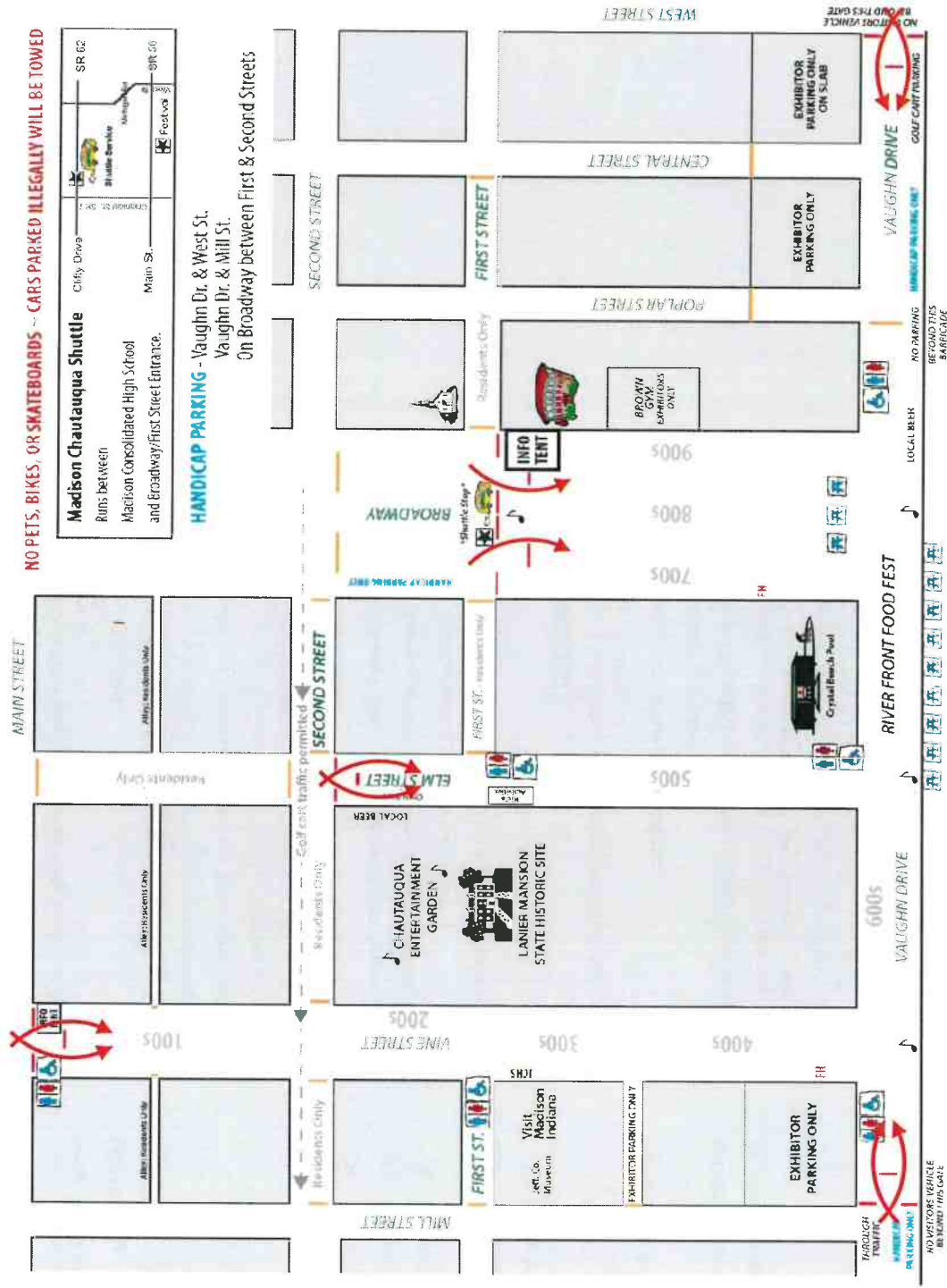
(502-718-2421) or via radio

We have many Madison Police security and EMT on site - radio first

\*Madison Fire Dept; 911

\*City of Madison Emergency Management Director --  
Troy Morgan 812-265-7616

\*VisitMadison Director – Andrew Forrester – 812-701-5487



# **Pedestrian and Crowd Management Plan:**

## *Emergency Plan Cont.*

### **WEATHER RELATED**

Get correct information/detail of severity, related actions, timeline of storm

#### **1) Notification**

Radio/call Kara Hinze & Tanya Colber

Holly Magrath notifies block captains/committee

Block captains/committee will notify exhibitors

Concessions chairman (Nicholas Schaefer) will notify food vendors

All take part in notifying our visitors of the weather conditions.

- 2) Identify location of shelter for visitors (Brown gym)
- 3) Make sure crowd disperses if winds reach 30 mph
- 4) Encourage attendees to take cover
- 5) Committee and security head for cover in Brown Gym basement

### **FIRE RELATED**

CONTACT NECESSARY EMERGENCY SERVICES – See previous “Contacts”.

#### **1) Contact local police and fire agency.**

#### **2) Coordinator and security:**

Event Coordinator (Kara Hinze) head for incident.

Block Captains/Committee members help clear crowd for emergency equipment, and from area in general.

#### **3) Clear everyone as far from fire area as possible. Keep crowd from affected area.**

#### **4) Notify committee/vendors/visitors of condition.**

#### **5) Advise vendors water may be restricted or turned off.**

### **COMMITTEE/SECURITY**

\*Committee/security answer questions honestly with limited detail REFER MEDIA TO Event Coordinator (Kara Hinze).

### **LOST CHILD**

- 1) Inform Broadway info tent & on-site security
- 2) Use radio to put our description of child
- 3) Block captains & security move immediately to exists to watch for child

### **ACCIDENT / PERSONAL INJURY RELATED**

- 1) Contact necessary emergency services
- 2) Inform Event Coordinator
- 3) Fill out incident report

### **CONTROL CROWD**

- 1) Retain low-key disposition and keep crowd from affected area until situation is cleared
- 2) Committee/security – answer questions honestly with limited details. Refer all media to Event Coordinator.

### **SUDDEN DEATH**

- 1) Call 911
- 2) Contact Coordinator and On-site security
- 3) Keep gawkers back.

**Traffic Management**  
**Plan:**  
**Street Closure**  
**SUBMITTED, March 6, 2023**

**COPY OF STANDARD STREET CLOSURE REQUEST:**

WHEREAS, there has been a request filed by the Madison Chautauqua for street closings for said group in connection with the Madison Chautauqua to be held from September 30 – October 1, 2023;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that the following streets shall be closed beginning at 8:00 a.m. Friday, September 29, 2023, until 8:00 p.m. Sunday, October 1, 2023:

1. Vine Street between Main Street and Vaughn Drive;
2. Elm Street between Main Street and Vaughn Drive (*Elm Street between Second Street and Main Street will be open to residents but closed to traffic*);
3. Broadway between Second Street and Vaughn Drive;
4. First Street between Mill Street and Vine Street;
5. First Street between Elm Street and Poplar Street;
6. Second Street between Mill Street and Broadway (*residents of Second Street between Mill Street to Vine Street may enter east off of Mill Street*); (*Second Street will be open to golf cart traffic only for the duration of the festival, with an onsite Madison Police Traffic control at the intersection of Vine and Second Street*)
7. Vaughn Drive between Mill Street and Jefferson Street. The parking spaces along Vaughn Drive between Mill Street and Plum Street shall be closed only for parking purposes for the Madison Chautauqua. Vaughn Drive between West Street and Jefferson Street shall be closed only for Exhibitor parking purposes and open to through traffic during the event;
8. West Street between First Street and Vaughn Drive shall be closed only for Exhibitor parking purposes and shall be open to through traffic during the event;
9. Poplar Street between First Street and Vaughn Drive; and
10. Central Avenue between First Street and Vaughn Drive.

**11. Parking Spaces along the North edge of Bicentennial Park reserved for Exhibitors**

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that Mill Street between First Street and Vaughn Drive shall remain open for through traffic purposes and **NO parking** during the aforementioned period of time.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that Broadway between Second Street and First Street shall be one way south and First Street between Broadway and Poplar Street shall be one way east during the aforementioned period of time.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that there shall be no parking on the corner of Broadway at First Street from 8:00 a.m. to 11:00 a.m. on Thursday, September 28, 2023, to allow for tent setup.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that said streets as closed shall be under the supervision and control of the Madison Chautauqua at the times noted above for the year 2023.

**Due to construction on the parking lot between Poplar and Central, Chautauqua request the use of the large parking lot at the North East corner of Jefferson and Vaughn Drive for Exhibitor RV Parking. Exhibitors will need access to electrical outlets from Thursday, September 28, 2023 – Monday, October 1, 2023.**

# Advertising of Road Closures:

We will post on **Social Media**.  
 We can add it to our **website**.  
 We will ask **people** to check out our website and social media **for street closure** information during radio spots.

**Area in Yellow closed:**  
 Friday, September 29, 2023 at 8 am until Sunday, October 1, 2023 at 8pm.

**Area in Red closed:**  
 Thursday, September 28, 2023 at 8 am for info tent set up

**Pedestrian Traffic Only**  
 Motorized vehicles, golf carts (Second Street is open for golf carts), bicycles and skateboards are not permitted within the festival footprint during the street closure hours. No pets allowed.

Vehicles in festival footprint during closure are subject to being towed at the owners expense.



**NO PETS, BIKES, OR SKATEBOARDS -- CARS PARKED ILLEGALLY WILL BE TOWED**

**Madison Chautauqua Shuttle**  
 Runs between Madison Consolidated High School and Broadway/First Street Entrance.

**HANDICAP PARKING** - Vaughn Dr. & West St. On Broadway between First & Second Streets

# Emergency and Risk Management Plan: First Aid

## ANY EMERGENCY -- FIRST CONTACTS:

A.) In case of an incident, contact:

\*Contact Kara Hinze Event Coordinator

(502-718-2421) or via radio

\* Kara will contact Tanya Colber via radio or phone.

We have Madison Police security and EMT on site - radio first

Security will roam on foot.

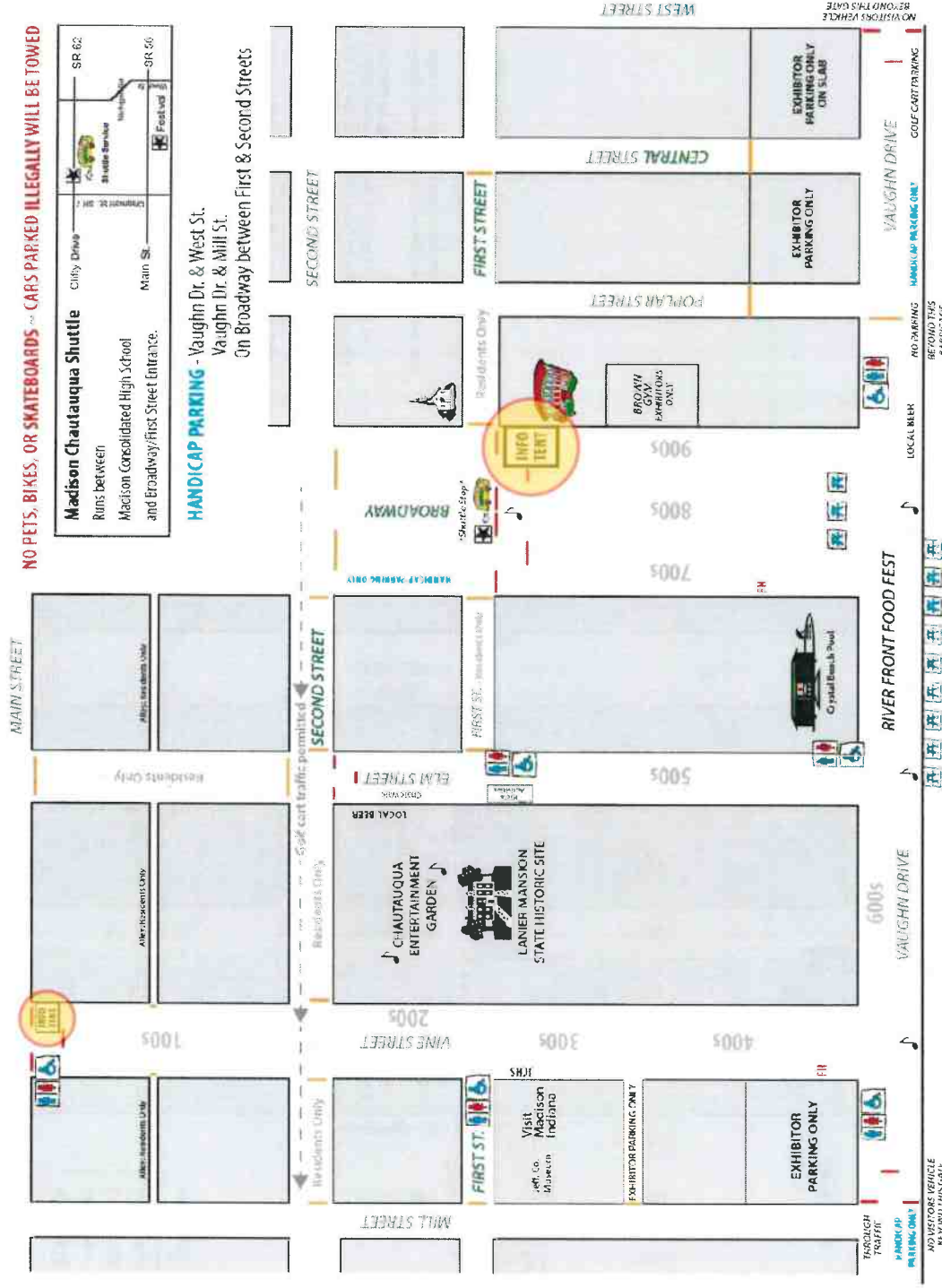
EMTs will roam via the UTV.

On site EMT & Security will determine if further assistance is needed.

An incident report is filled out for every incident no matter how minor.

The main communication hub is the Broadway Information Tent at First Street and Broadway.

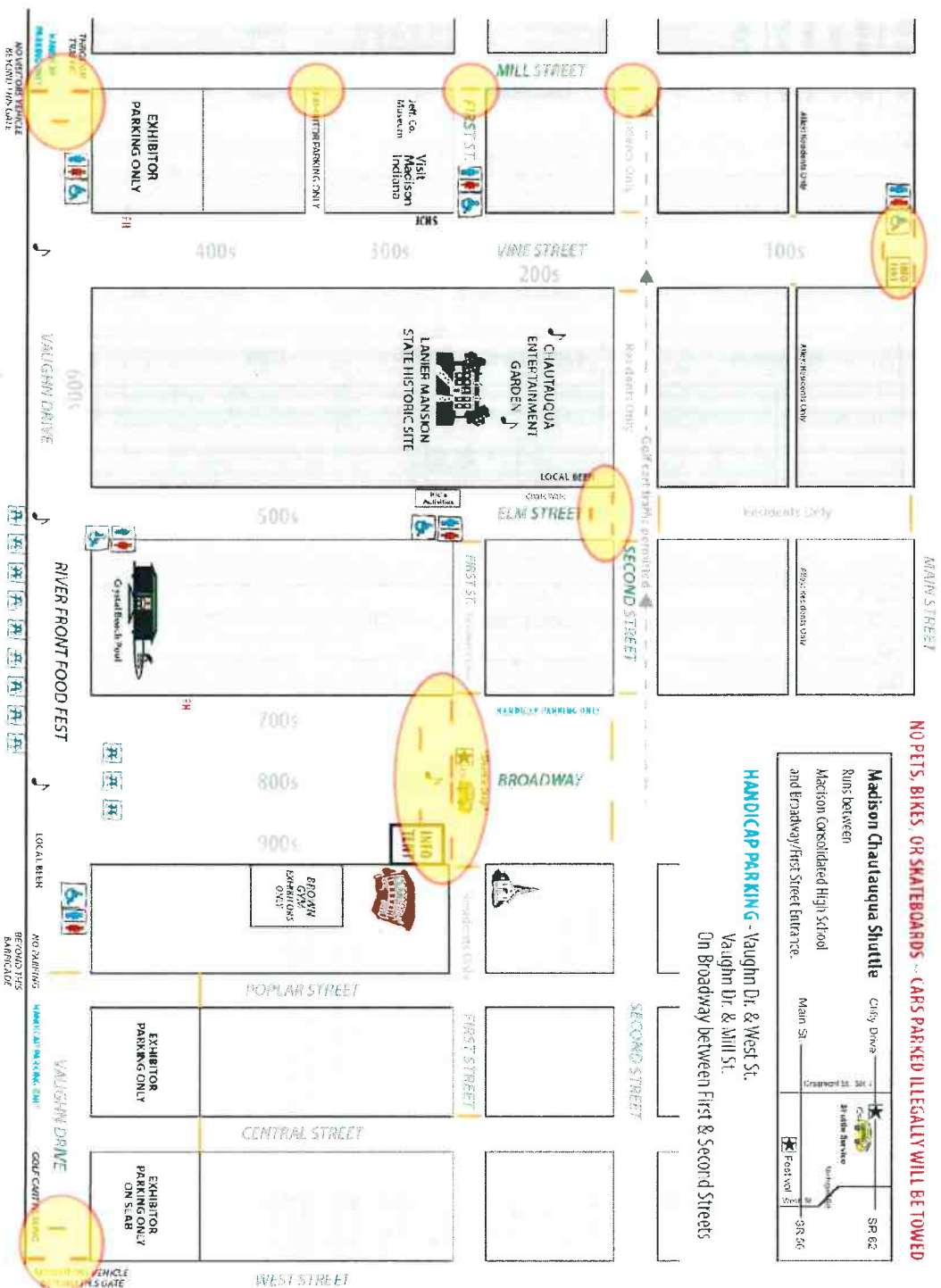
Broadway Information Tent & smaller Information tent at Vine Street and Main Street have basic first aid kits provided by KDH.





# Emergency and Risk Management Plan: Evacuation

- \* Contact Kara Hinze Event Coordinator (502-718-2421) or via radio
- \* Kara will contact Tanya Colber via radio or phone.
- Tanya will coordinate with on site security to move people to any of the circled exits of footpint.
- Kara will coordinate with Holly Magrath and block captains and committee members to assist as instructed by Tanya.
- \* Retain low-key disposition and keep crowd from affected area until situation is cleared
- \* Committee/security – answer questions honestly with limited details. Refer all media to Event Coordinator.

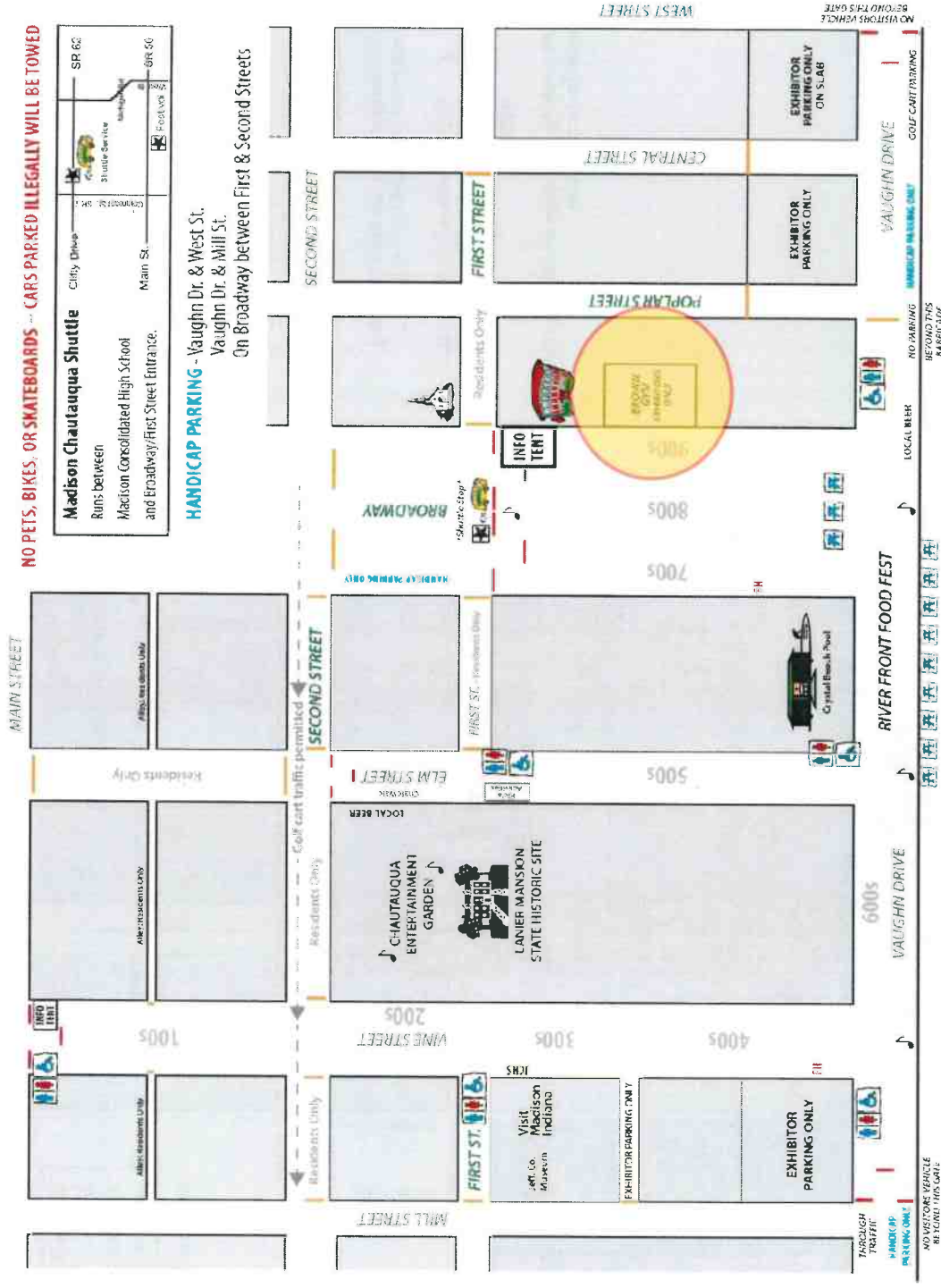


# Emergency and Risk Management Plan: Weather Contingency Plan

Get correct information/detail of severity, related actions, timeline of storm

## Notification

- Radio/call Kara Hinze & Tanya Colber
- Holly Magrath notifies block captains/committee
- Block captains/committee will notify exhibitors
- Concessions chairman (Nicholas Schafer) will notify food vendors
- All take part in notifying our visitors of the weather conditions.
- Identify location of shelter for visitors (Brown gym)
- Make sure crowd disperses if winds reach 30 mph
- Encourage attendees to take cover
- Committee and security head for cover in Brown Gym basement



**Madison Chautauqua Shuttle**

Runs Between  
Macdon Consolidated High School  
and Broadway/Hist Street Entrance.

Main St SR 62  
SR 96  
Main St SR 96

City Drive  
Chautauque St, NE  
Staten Center  
Main St  
SR 62  
SR 96

Map

**HANDICAP PARKING** - Vaughn Dr. & West St.  
Vaughn Dr. & Mill St.  
On Broadway between First & Second Streets

**Madison Chautauque Shuttle**  
Runs between  
Madison Consolidated High School  
and Fireway/First Street Entrance.



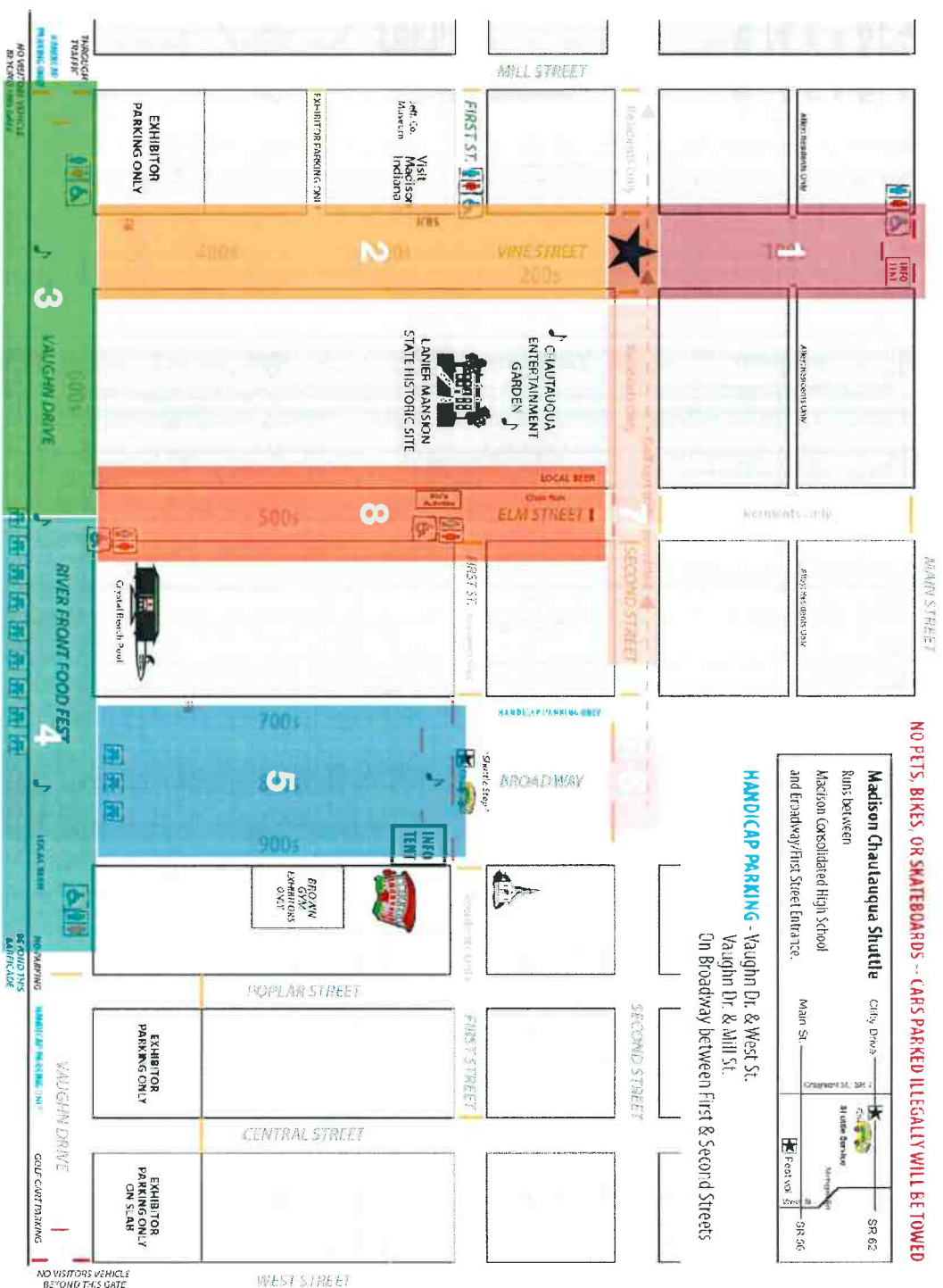
The map shows the shuttle route starting at the Fireway/First Street Entrance (marked with a red 'X') and ending at Madison Consolidated High School (marked with a red star). The route is indicated by a red line. Key streets shown include Main St., Commercial St., and SR 62. A green car icon is shown on the route between Commercial St. and Main St. A red 'X' is also shown at the intersection of Main St. and SR 62.

City of Davis  
SR 62  
Commercial St.  
Main St.  
Fireway/First Street Entrance  
Madison Consolidated High School  
SR 66

Vaughn Dr. & Mill St.  
On Broadway between First & Second Streets

**HANDICAP PARKING** - Vaughn Dr. & West St.

On Broadway between First & Second Streets





# Emergency and Risk Management Plan: Event Operation Center

The Broadway Info tent at the corner of Broadway and First Streets is our Event Operation Center.

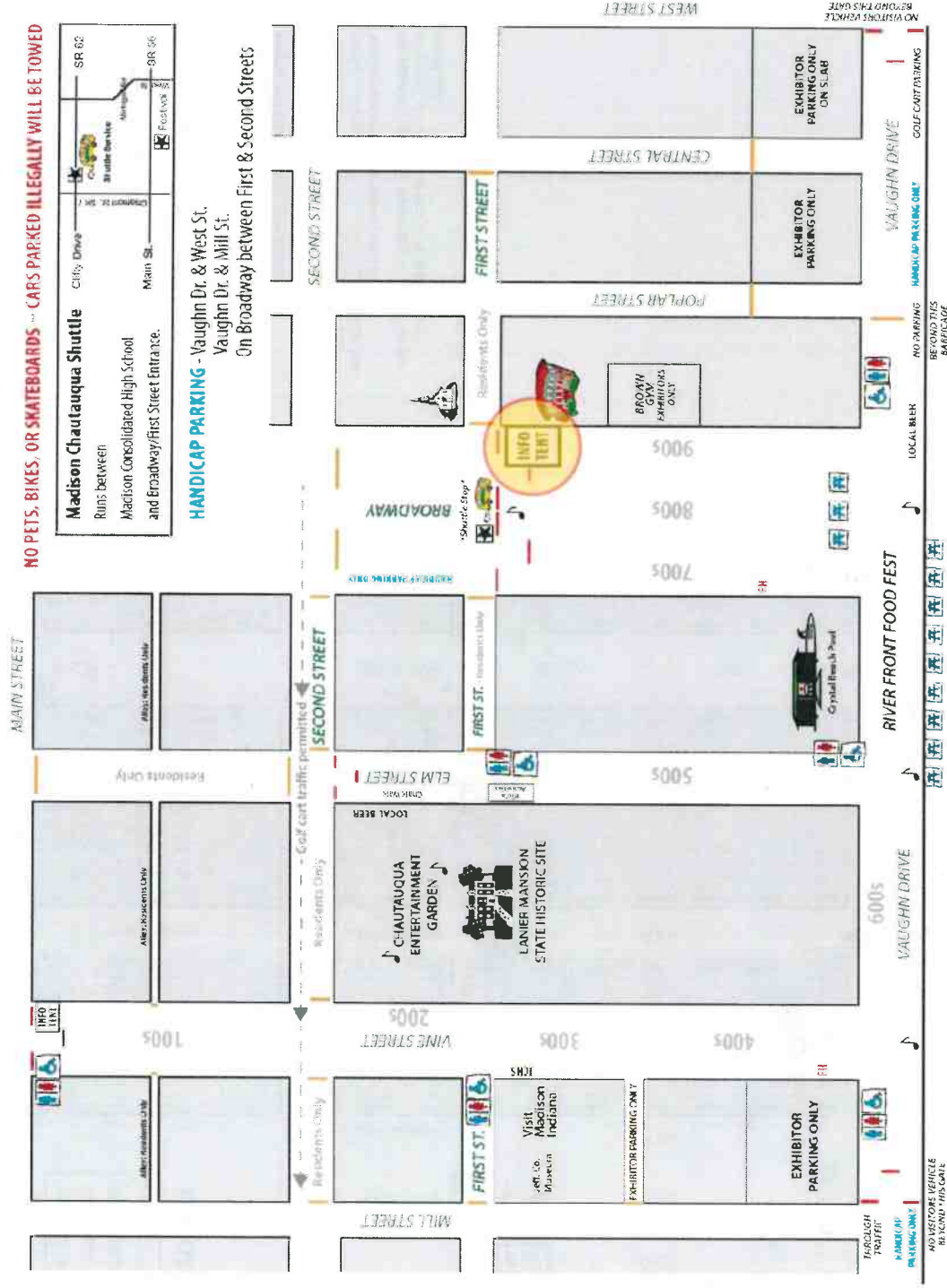
Katie Burress is our Info Tent chair. She will be present during festival hours. In the event that she can't be in the tent, we will have another designated Committee member present to answer questions or direct.

Holly Magrath is our Volunteer/Block Captain Chair, she will be present most of the time in the Info tent as well.




The rest of the Committee is on site roaming taking care of anything that is needed periodically checking into the Info tent.

Kara Hinze (Event Coordinator) is on site during all festival hours.

Security checks in at the Info tent at each shift change.



# Signage

No parking signs are placed on Tuesday prior to the festival. (Locations noted on map with   

Festival Signage that includes maps, entertainment schedule, and sponsors are located where marked with

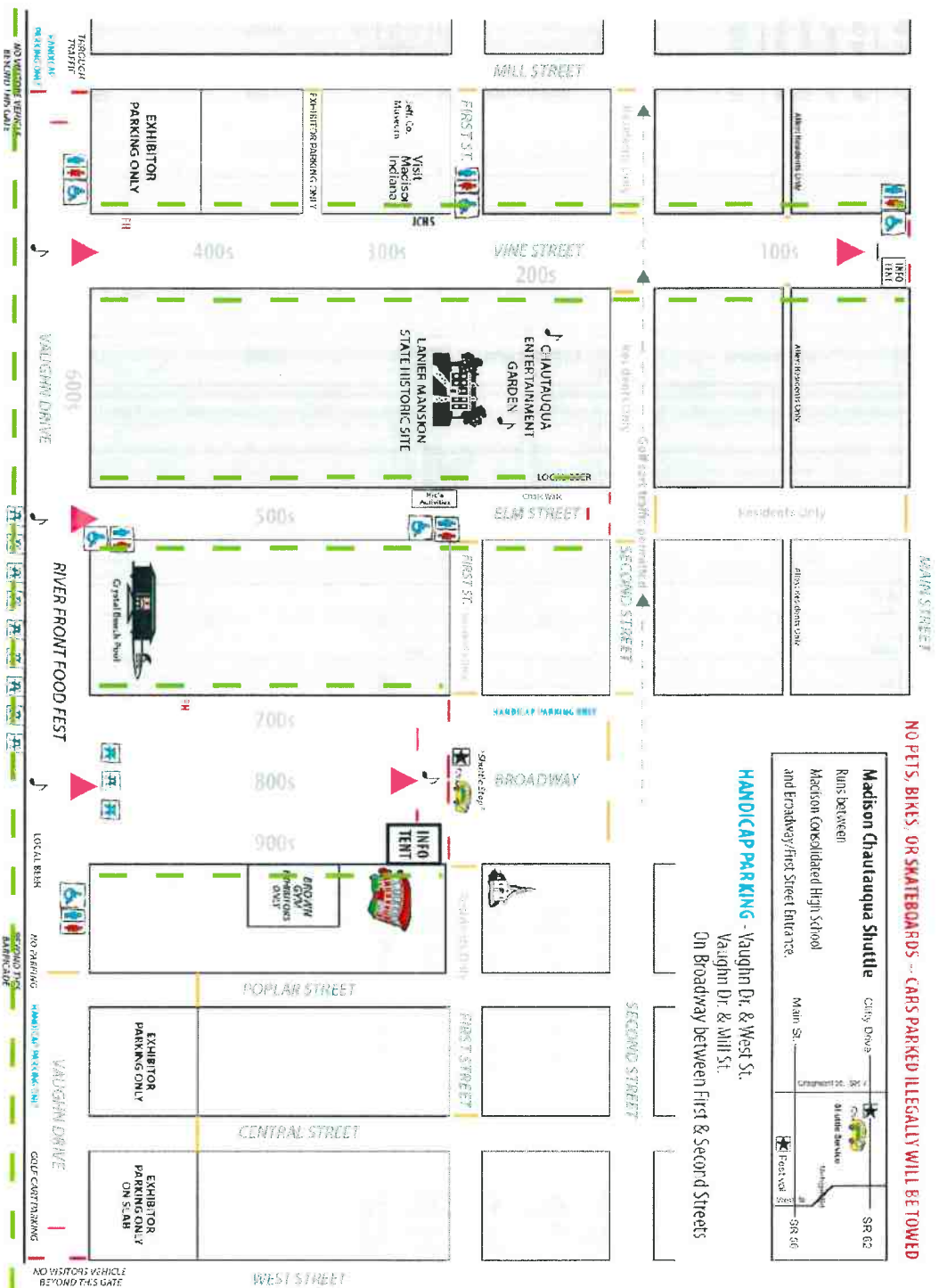
These signs are made from outdoor plastic panels with vinyl copy. They are attached together via hinges and held in place with sandbags.

Banners advertising the Entertainment Garden are placed on the fencing around the North Lanier lawn.

We have banners with logos and sponsors on the Information tent at Broadway and First.

We have a large black frame that is placed at the entrance of the festival that is held down with sandbags.

We have 6 photo op stations that are painted panels held in place by sandbags.



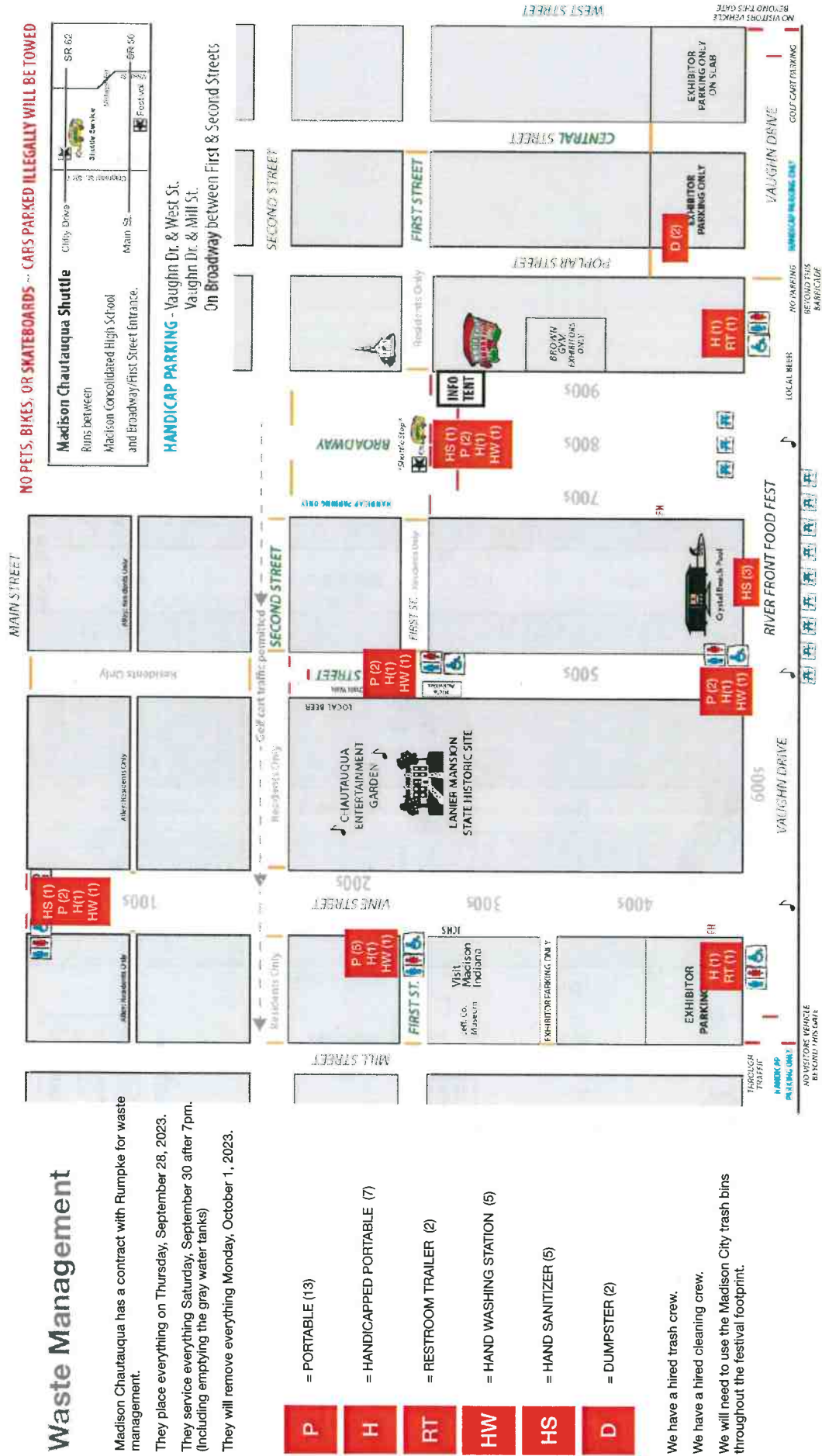
**Madison Chautauqua has a contract with Rumpke for waste management.**

**They service everything Saturday, September 30 after 7pm.  
(Including emptying the gray water tanks)**

We have a hired trash crew.

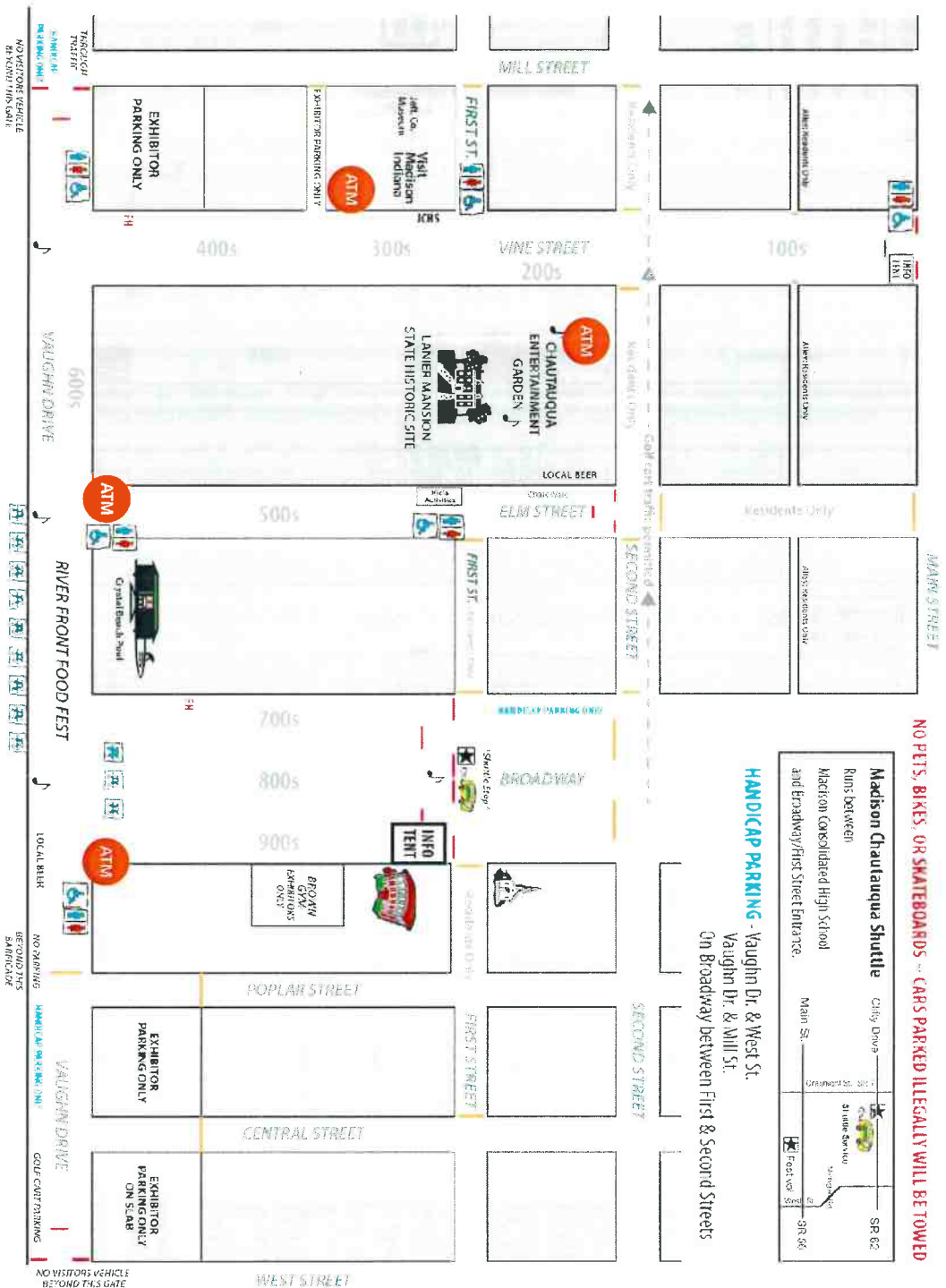
**We have a hired cleaning crew.**

We will need to use the Madison City trash bins throughout the festival footprint.



# ATM locations

Electrical hookups needed for the 4 different ATM locations



NO PETS, BIKES, OR SKATEBOARDS -- CARS PARKED ILLEGALLY WILL BE TOWED



**HANDICAP PARKING** - Vaughn Dr. & West St.

On Broadway between First & Second Streets

Utilities Management  
Plan:  
Requested list of city  
provided services  
(emailed to Gina Center in March 2023)

Street Department

Posts

Fence Posts at lower Mill St. to prevent parking in the narrow area

Cones

12 tall cones on First St. sidewalk in front of River Trace Apartments (Resident Parking)

4 tall cones on First St. and Broadway on SE corner of Broadway and First (Handicap Parking)

24 tall cones on south side of Vaughn Drive just west of West Street (Handicap Parking)

8 tall cones on the South side of Vaughn Drive in first parking spaces west of Mill Street (Handicap Parking)

12 tall cones at dumpsters across from Rivercrest Lighthouse Restaurant

Barrels with 2 sandbags in each barrel

1 at Main and Vine

1 at Vaughn and Vine

1 at Vaughn and Broadway

Sandbags

16- sandbags all dropped off at Broadway and 1<sup>st</sup> street by the large info tent

4- 5 gallon buckets

Trash cans are needed all throughout the event, especially along Vaughn in the concessions area.

Electrician-

Restroom trailer- water hook-ups (one at Vine and Vaughn and one at Broadway and Vaughn)

Concessions Water Hook up

Concessions Electricity Hook up

2 Gray water containers

Into Tent electricity

Lighting inside Info Tent

4 - ATM locations and Vaughn Drive entertainment electricity hook ups

Parks Department

All the wooden picnic tables (30) on the Riverfront sidewalk

Access to restrooms at Crystal Beach (if we secure a volunteer to monitor)

Use of the Brown Gym for Exhibitor Hospitality

Access to electricity.

Water Department

3 Water Meters

# Infrastructure, Facilities, and Parks

## Facility Use Form (emailed to Gina Center & Parks Department Secretary in March 2023)

City of Madison Facility Use Form for Parks  
812-265-8308, 100 S. Broadway, Madison.

Prior to approval the event coordinator will need to:

1. Set up a meeting with Parks Director, to go over all rules that apply to the perspective park.
2. Set up a meeting with Chief of Police / Asst. Chief of Police to discuss security needs (see below for cost).
3. Provide certificate of liability insurance, for \$1,000,000 naming the City of Madison as an additional insured.
4. All fees must be received 30 days in advance of event and paid in full.

Name of Organization and Event Coordinator: Madison Children's Festival of Art, Kara Hiza

Email address for Billing: info@madisonchildrensfestival.com

Contact Phone: (608) 718-2421 Address: 301 W. First Street

City: Madison State: WI Zip Code: 53703 Activity or Event: Art Festival

# of Attendees expected: 400 Date(s) of Event: 9/30/23 thru 10/1/23 Time(s): 10a to 5pm

Rules to abide by:

1. NO VEHICLE ALLOWED ON GRASS, UNDER ANY CIRCUMSTANCE.
  2. NO PAINT ON PAVEMENT, UNDER ANY CIRCUMSTANCE. (CHALK OR DUCK TAPE IS PERMITTED)
  3. NO DIGGING ON PARK PROPERTY UNTIL ALL UTILITY LINES HAVE BEEN CLEARLY MARKED.
- \*ANY DAMAGES FROM FAILING TO COMPLY WITH THESE RULES WILL BE BILLED TO THE EVENT COORDINATOR.

PLEASE CHECK THE FACILITY TO BE USED:

☒ Bicentennial Park ☐ Guinness Park ☐ Keweenaw Park ☐ Pearl Park  
☐ Broadway Fountain ☐ Hargan-Matthews ☐ Lamplighter Park ☐ Playground/All Children  
☒ Brown Gym ☐ Jaycee Park ☐ Lorenz Park ☐ Rucker Sports Complex  
☒ Crystal Beach ☐ John Paul Park ☐ Lytle Park ☐ West-end Park  
☐ Freeman's Park ☐ Johnson Lake ☐ Oak Hill Park

PLEASE CHECK THE EQUIPMENT NEEDED FOR YOUR EVENT: (additional security charges may apply)

☒ Electricity hookup (\$100 each) ☒ Water (\$50 per meter)  
☐ Picnic Tables (\$15 each) ☐ Restrooms (\$50 fee for cleaning/stocking per day)  
☒ Trash barriers ☐ Stage (\$300.00 A day)/Coordinate with Street Dept. 812-265-8304  
☐ Trash pick-up (event is responsible for disposal of all trash unless negotiated with Street Dept. 812-265-8304)  
☐ Fencing (Coordinate with Street Dept. 812-265-8304) ☐ Security (\$500 total) 50 participants or less  
☒ Barriers ☐ Security (\$1,000 total) 51-150 participants

Estimate of Charges: \_\_\_\_\_ Date of payment & amount: \_\_\_\_\_

A valid photo I.D. must be included in the reservation process.

Permit authorized in accordance with the rules and regulations of the City of Madison. The city of Madison reserves the right to cancel for non-compliance of these rules and requirements.

By signing and submitting this Facility Use Form, the applicant agrees to abide by the rules and regulations determined by the City of Madison and the Madison Parks Department.

### PLEASE READ CAREFULLY:

I, a duly authorized representative of the applicant, hereby affirm that the submitted information is true and correct to the best of my knowledge. As such, I have been authorized by the applicant to apply for this Facility Use Form and have read, understand and agree to comply with all rules concerning the use of Madison Park properties. The applicant agrees that while using/renting said Park, the applicant will not exclude anyone from participation in, deny anyone benefits of, or otherwise subject anyone to discrimination because of that person's race, color, sex, religion, creed, sexual orientation, national origin or ancestry, age or handicap. The applicant assumes all responsibility for proper conduct in the Park as outlined above, including assuring there is no consumption of alcoholic beverages, unless otherwise approved by the City of Madison.

I, Kara Hiza, on behalf of the permit applicant, shall agree to release, hold harmless, and forever indemnify the City of Madison, the City of Madison-Parks, its employees, officers, and agents from any and all claims or causes of action that may arise from the activities described herein. This includes claims for personal injury, property damage, and/or types of claim which may arise from these activities, whether such claims may be brought by the permit applicant or any of its agents, or by any third party.

I have read this release and understand all of the terms. I agree with its terms and sign it voluntarily.

Signature Kara Hiza Date 3/2/2023

Madison Parks Department

Madison Police Department



**RESOLUTION 19B -2023**

**A RESOLUTION OF THE BOARD OF PUBLIC  
WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA  
REGARDING A STREET CLOSING ON BEHALF OF  
TRINITY UNITED METHODIST CHURCH**

WHEREAS, there has been a request filed by Rev. Doug Walker on behalf of Trinity United Methodist Church for a street closing in order to perform repair work to the church's steeple.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that the west lane of Broadway Street between Main Street and Third Street shall be closed from May 20, 2023 through May 12, 2023 between the hours of 8:00 a.m. to 5:00 p.m. in order to allow equipment to be used to make repairs to the church's steeple.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that said street as closed shall be under the supervision and control of Trinity United Methodist Church at the times noted above for the year 2023.

ADOPTED this 1st day of May, 2023.

\_\_\_\_\_  
Bob G. Courtney, Chairman

\_\_\_\_\_  
Karl Eaglin, Member

\_\_\_\_\_  
David Carlow, Member

(SEAL)

ATTEST:

\_\_\_\_\_  
Kathleen M. Rampy, Clerk-Treasurer

**RESOLUTION 20B -2023**

**A RESOLUTION OF THE BOARD OF PUBLIC  
WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA  
REGARDING STREET CLOSINGS FOR THE  
JUNETEENTH 5K FUN RUN/WALK**

WHEREAS, there has been a request filed by Sue Livers on behalf of Friends of the Lanier Mansion for street closings for said group in connection with their Juneteenth 5K Fun Run/Walk to be held on Saturday, June 17, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that the following streets shall be closed from 7:45 a.m. to 10:00 a.m. on Saturday, June 17, 2023:

1. Broadway Street from Presbyterian Avenue to Fifth Street;
2. Presbyterian Avenue from Vine Street to the west side of the entrance of Trilogy;
3. Fifth Street from east side of the KDH medical office entrance to Springdale Cemetery;
4. Sixth Street from West Street to Fifth Street;
5. Elm Street from Presbyterian Avenue to Fifth Street;
6. Vine Street from Presbyterian Avenue to Fourth Street; and
7. Fourth Street from Vine Street to Elm Street.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that said streets as closed shall be under the supervision and control of the Friends of the Lanier Manson at the times noted above for the year 2023.

ADOPTED this 1<sup>st</sup> day of May, 2023.

---

Bob G. Courtney, Chairman

---

Karl Eaglin, Member

---

David Carlow, Member

(SEAL)

ATTEST:

---

Kathleen M. Rampy, Clerk-Treasurer



**RESOLUTION 21B-2023**

**A RESOLUTION OF THE BOARD OF PUBLIC WORKS AND SAFETY  
OF THE CITY OF MADISON, INDIANA  
REGARDING PARKING SPACE CLOSINGS FOR MOVIES IN THE PARK**

WHEREAS, there has been a request filed by Tonya Burnette on behalf of the City of Madison for the closing of certain parking spaces in connection with the Movies in the Park to be held on May 26<sup>th</sup>, June 28<sup>th</sup>, July 21<sup>st</sup>, August 25<sup>th</sup>, and September 29<sup>th</sup>, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that the parking spaces located between Central Avenue and West Street on the north side of Vaughn Drive shall be closed from 4:00 p.m. through 10:00 p.m. on the following dates in 2023 for Movies in the Park: May 26<sup>th</sup>, July 21<sup>st</sup>, and August 25<sup>th</sup>, and the parking spaces located between Central Avenue and West Street on the south side of W. 1<sup>st</sup> Street shall be closed from 4:00 p.m. through 10:00 p.m. on the following dates in 2023 for Movies in the Park: June 28<sup>th</sup>, and September 29<sup>th</sup>.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that said parking spaces as closed shall be under the supervision and control of the City of Madison at the times noted above for the year 2023.

ADOPTED this 1st day of May 2023.

---

Bob G. Courtney, Chairman

---

Karl Eaglin, Member

---

David Carlow, Member

(SEAL)

ATTEST:

---

Kathleen M. Rampy, Clerk-Treasurer

**RESOLUTION 22B-2023**

**A RESOLUTION OF THE BOARD OF PUBLIC  
WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA  
REGARDING STREET CLOSINGS FOR THE FIRECRACKER 10K**

WHEREAS, there has been a request filed by Nicholas Schafer on behalf of the Madison Area Run Club for street closings in connection with its Firecracker 10K to be held on Saturday, July 2, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that the following streets shall be closed from 7:30 a.m. to 12:00 p.m. on Saturday, July 1, 2023:

- 1) Wilson Avenue between Cub Trail and Lanier Drive;
- 2) Lanier Drive between Wilson Avenue and the Madison State Hospital entrance;
- 3) Hanging Rock Hill between Madison State Hospital entrance and Third Street;
- 4) Third Street between Cragmont Street and Broadway Street; and
- 5) Broadway Street between Third Street and Fifth Street.

BE IT FURTHER RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that said streets as closed shall be under the supervision and control of the Madison Area Run Club at the times noted above for the year 2023.

ADOPTED this 1st day of May, 2023.

---

Bob G. Courtney, Chairman

---

Karl Eaglin, Member

---

David Carlow, Member

(SEAL)

ATTEST:

---

Kathleen M. Rampy, Clerk-Treasurer

## Tammy Acosta

---

**From:** Nicole Schell  
**Sent:** Thursday, April 20, 2023 2:24 PM  
**To:** Tammy Acosta  
**Subject:** BPW  
**Attachments:** Final 611 E Second St.pdf; final 427 Mulberry St.pdf; final 223 W First St.pdf

Please add:

Final – 611 E Second St., 427 Mulberry St., and 223 W First St

Thanks,

**Nicole M Schell, AICP**

*Director of Planning*

Office of Planning, Preservation, & Design

City of Madison, Indiana

O: 812-265-8324



**MADISON**  
*Indiana*

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# MADISON

*Indiana*  
Planning, Preservation and Design

101 W Main St  
Madison, IN 4725  
(812) 265-8324

## P.A.C.E.

### Preservation & Community Enhancement Grant Program Final Report

Purpose: Application is hereby made to request the funding from the PACE Program. Forms must be accompanied by at least four photos showing the progress and one photo of the front of the building. Copies of all invoices and receipts must also be submitted.

#### APPLICANT INFORMATION

Date: APRIL 5, 2023

Property Owner Name: CARLA VOSSLER

Mailing Street Address: 623 EAST SECOND STREET

City: MADISON

State: IN

Zip: 47250

Phone (Preferred): 812.265.2477

Phone (Alternate): \_\_\_\_\_

Email: alracinin@cinergymetro.net

#### PROJECT INFORMATION

Street Address: 611 EAST SECOND STREET, MADISON IN 47250

Total Cost of Project (include all costs to complete the entire project): \$31,264.39

Estimated Date of Completion of Work: 3.18.23

☐ Hilltop

☒ Downtown

#### GRANT INFORMATION

☒ Rehabilitation  
(Downtown) Grant

☐ Curb Appeal  
(Hilltop) Grant

☐ Dilapidated  
Structures Grant

☐ Dangerous  
Buildings Grant

Total Amount of Grant Awarded (can be obtained from the office): \$7500

Was a midpoint report submitted for this project?

☐ Yes

☒ No

#### DESCRIPTION OF THE PROJECT

Please describe the project elements that have been completed. If a midpoint report was submitted, only include the list of project elements completed since that report was submitted.

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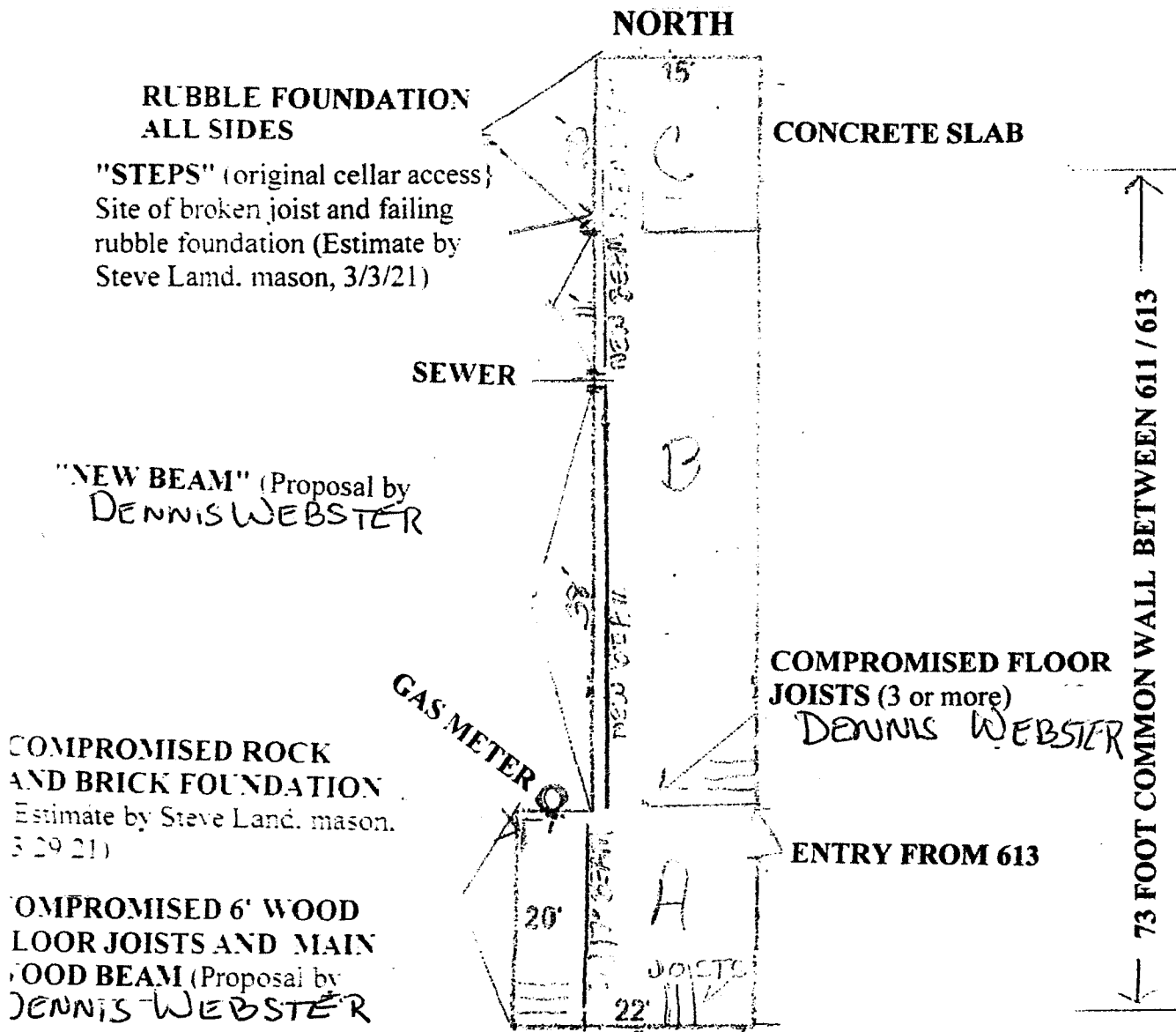
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Additional pages are attached.

**CELLAR OF 611 East 2nd Street from Jefferson County GIS. Scale is approximate..**

- floor is dirt
- all walls (exterior and interior) are stone with brick above except North 20' rubble (as noted)



**611 EAST 2nd STREET 613 EAST 2nd STREET**

## OVERVIEW of the PACE Grant Project at 611 East 2<sup>nd</sup> Street, Madison

12/2020

Deferred maintenance of rotted support posts in the cellar became an urgent situation when I became aware of major foundation cracks in Area A (opposite page) and a breach in the 1847 rubble foundation in Area C that resulted in a cracked stone window sill.

12/04/2020

I interviewed three foundation system repair firms in Indianapolis and Louisville and selected Ram Jack who proposed steel beams and posts along the west wall of Areas A, B, and part of C for \$14,900.

05/20/2021

I received a Pace Grant.

07/20/2021

Sedam Contracting Co. began work to replace the inadequate main water line.

8-27-2021

Steve Land, stone mason, cured the breach in the rubble foundation in Area C and repaired brick and rock in Area A.

9-4-2021

Ram Jack was called to schedule. Their sister company, B-Dry, responded to "reassess" the project. Same work, same people, Covid-19 price increased to \$23,359, an \$8,439 increase. Unacceptable. I interviewed other large "foundation experts" with similar results.

10-1-2021 and 10-9-2021

I contacted Peter Ellis of O'Brien and Ellis Engineering to investigate other options. He wrote a letter on 10-21-21 expressing reservations about the steel beam and pier solution and suggested treated wood as a good option for materials. A large portion of his letter is directed to "exterior drainage problems and water migration into the basement." which he believes is at the root of the problem of decaying posts and breached foundation.

10-7-2021

Crawley Heating and Cooling, LLC prepared the site according to Mr. Ellis' new plan by removing gas lines and rerouting a supply line.

10-15-2021

Rain poured into the cellar where sidewalk had been removed for the new water main line. Time was tight as the weather forecast was for extremely cold temperatures within

few days. I contracted with E-L Builders. They proposed a solution involving replacing the all of the badly cracked concrete, raising the grade around vulnerable parts of the foundation, replacing two short, deteriorated downspouts, and trenching to construct an enclosed system that would redirect roof run-off water to the street.

2-3-2021

ngell's Landscaping repaired some of the damage caused by heavy equipment work by edam and E-L.

0-2021 to 2-9-2023.

moved to Madison in 1990. My major occupation for several years was to restore / rehab eight historic buildings (two of which I still own). I had a reliable construction crew. I have few current contacts. My continued search for a contractor to execute the new plan for structural support of 611 East 2<sup>nd</sup> Street was unsuccessful.

In the second year of Covid-19 most contractors who were still willing and able to work were so busy that they did not answer their phones. It was not until 2-9-2023 that Dennis Webster, a competent and available contractor, was engaged to do the remaining structural support work to complete this PACE Grant. Dennis finished on 3-18-2023.

I very much appreciate the time and consideration of Nicole Schell and the PACE committee through out this project. Thank you very much.

## CONTACT INFORMATION

**CARLA VOSSLER, OWNER**

623 East Second Street

Madison IN 47250

812-265-2477

~~**JASON WEAVER, CONTRACTOR**~~

~~6179 W 500 N~~

~~Madison IN 47250~~

~~812-493-3225~~

~~**QOHVACS, HEATING & COOLING**~~

~~Danny Jones, Contact~~

~~www.QOHVACS1.com~~

~~812-274-4515~~

CRAWLEY HEATING & COOLING

3464 N. SHUN PIKE

MADISON

812.265.1444

~~**R.J. PLUMBING**~~

~~3818 Papermill Road~~

~~Madison IN 47250~~

~~812-273-7799~~

SEDAM CONTRACTING CO LLC

302 WEST LA GRANGE ROAD

HANOVER IN 47243

812.866.5607

~~**RAMJACK FOUNDATION SYSTEMS INC**~~

~~6228 Strawberry Lane~~

~~Louisville KY 40214~~

~~502-968-4444~~

~~Ryan Engelbrecht, Contact~~

~~502-889-1171~~

DENNIS WEBSTER

7445 SOUTH TAYLOR ROAD

LEXINGTON IN 47138

812.801.9547

**STEVE LAND, MASON**

7147 Burkhardt Bottom Road

Milton KY 40045

502-221-5193

**ORBIN (SONNY) ASH, CONSULTANT**

610 West 3rd Street

Madison IN 47250

812-701-3973

CONSULTANT

PETER ELLIS, P.E.

O'BRIEN AND ELLIS ENGI.

465 MEADOW LANE

MADISON IN

(812) 223-0327





CITY OF MADISON, INDIANA  
P.A.C.E. Preservation & Community  
Enhancement Grant Program

FINAL REPORT

**PART B: DESCRIPTION OF THE PROJECT**

is PACE project originally was 2-fold:

1. **Repair** the breach in the rubble foundation wall in Area C and repair failing brick and rock foundation walls in Area A.
2. **Replace** deteriorated 4 x 4 wood post and carrier beam supports in Area B with 4 x 6 steel and add the same to Areas A and possibly C. Replace or reinforce **compromised** 2 x 12 floor joists. Raise the floor above as necessary.

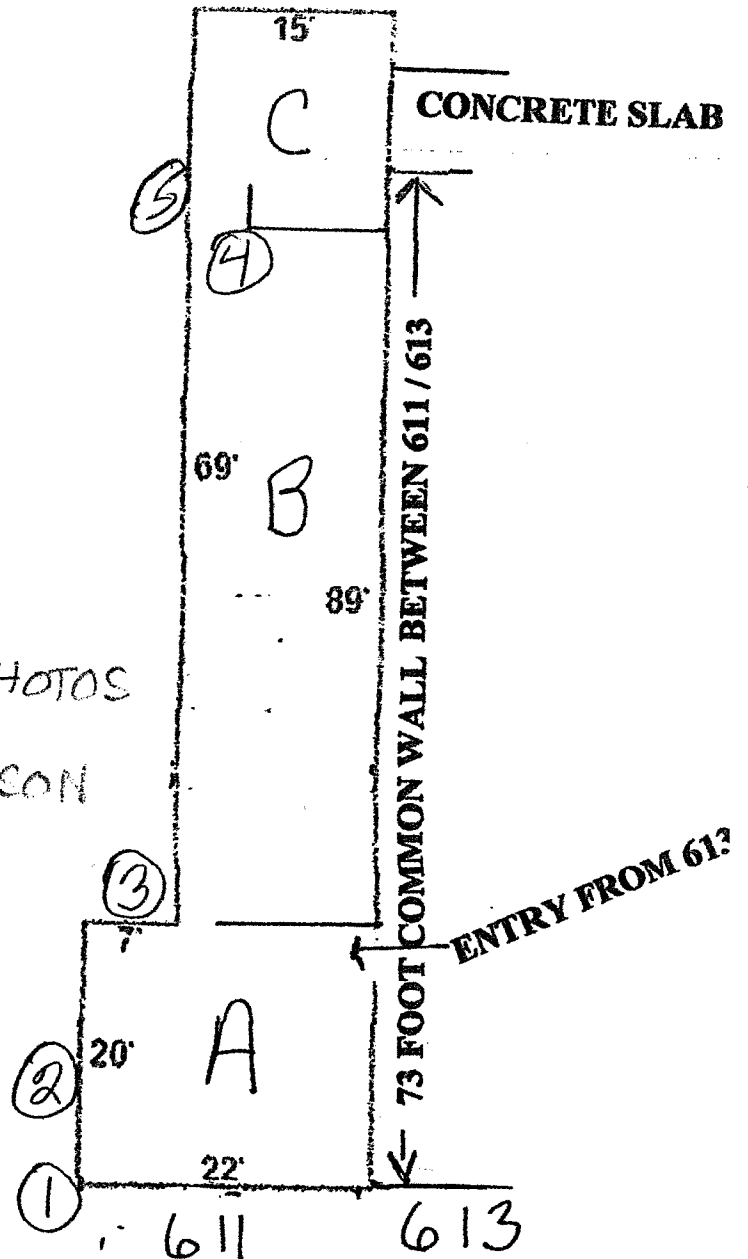
When the steel plan became untenable because of exorbitant Covid-19 costs, Peter Ellis of O'Brien and Ellis Engineering **proposed** a solution using treated 4 x 6 **wood** posts and carrier beams.

The new plan made it unnecessary to relocate existing water and electrical lines and **temporarily** remount 4 circuit breaker boxes.

ork began with replacing the inadequate water main to the building.



SITES OF 5 PHOTOS  
OF WORK BY:  
STEVE LAND, MASON



**Estimate for Masonry Work  
611 East Second Street  
Madison, Indiana 47250**

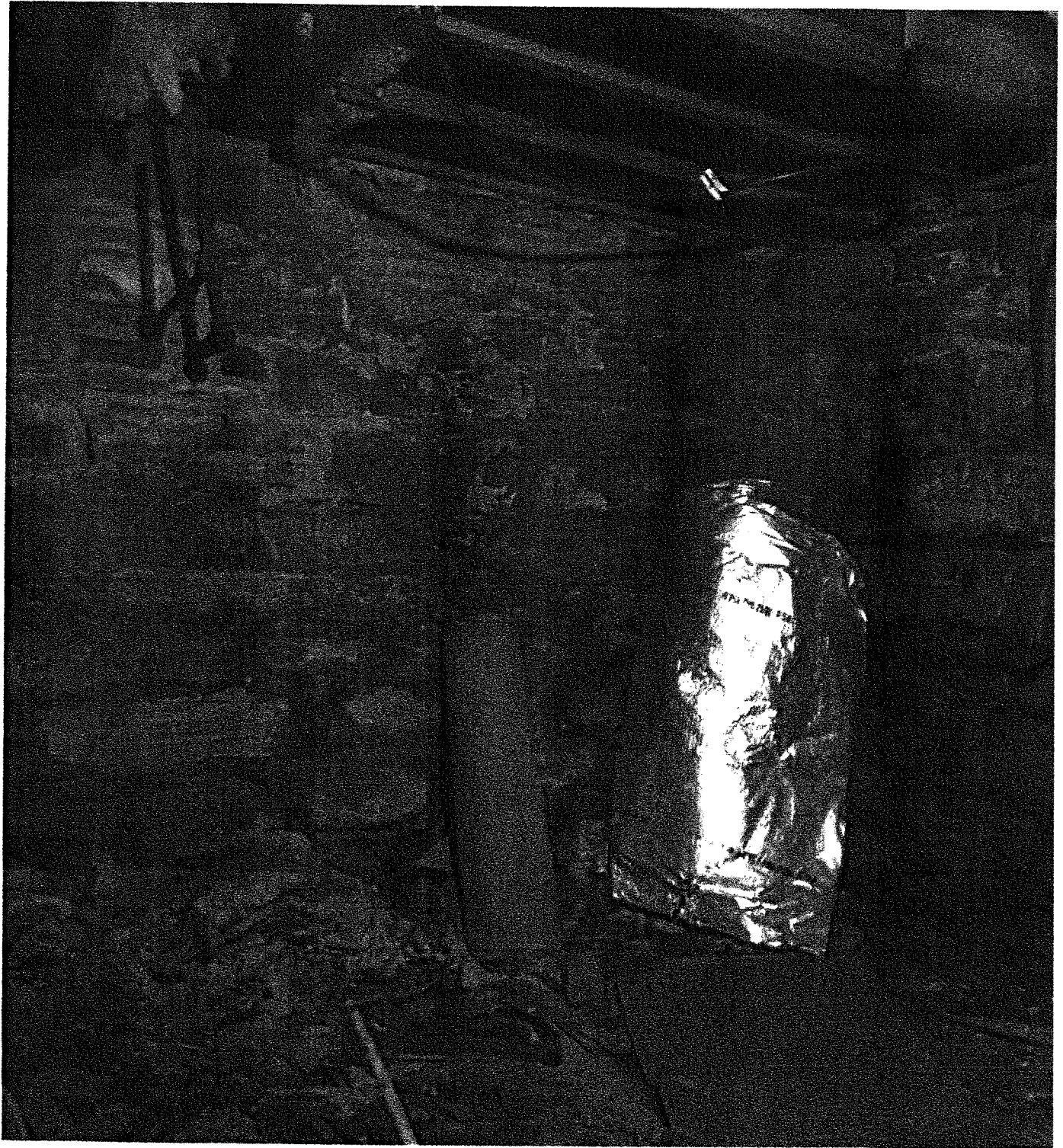
**Repair water damaged, collapsing brick and stone foundation wall.  
N-W corner (Project A).**

- Lay back rock and brick to repair foundation wall below the floor joists.

---

**Steve Land  
7147 Burkhardt Bottom Road  
Milton, Kentucky 40045  
(502)221-5193  
3-29-2021**

**Estimate: \$ 500.00**



**SW corner Area A**  
reconstructed rock and brick foundation wall  
**Steve Land, mason**

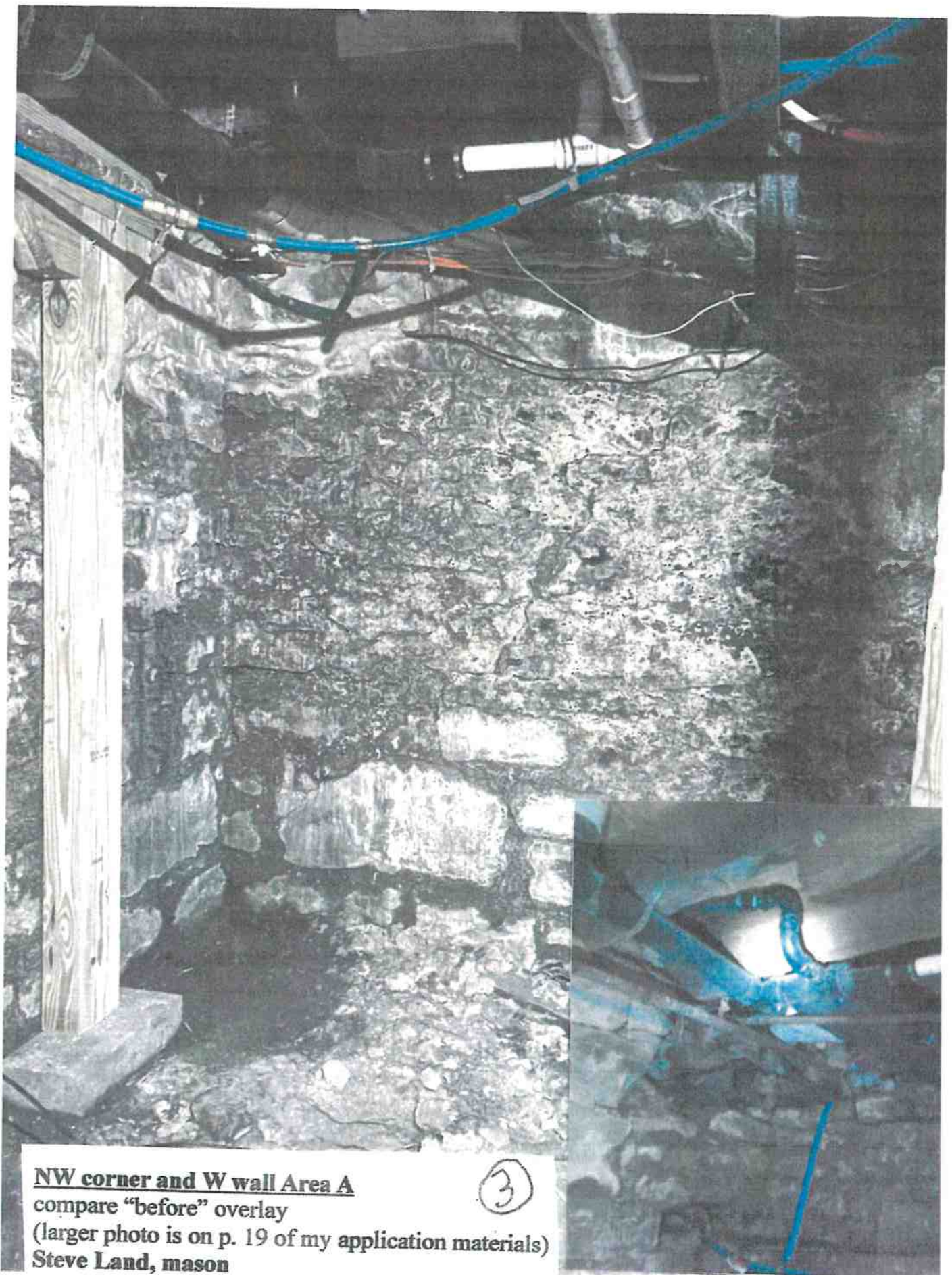




W wall Area A  
Steve Land, mason

(2)





**NW corner and W wall Area A**  
compare "before" overlay  
(larger photo is on p. 19 of my application materials)  
**Steve Land, mason**

**Estimate for Masonry Work  
611 East Second Street  
Madison, Indiana 47250**

**Repair water damaged, collapsing rubble foundation wall**

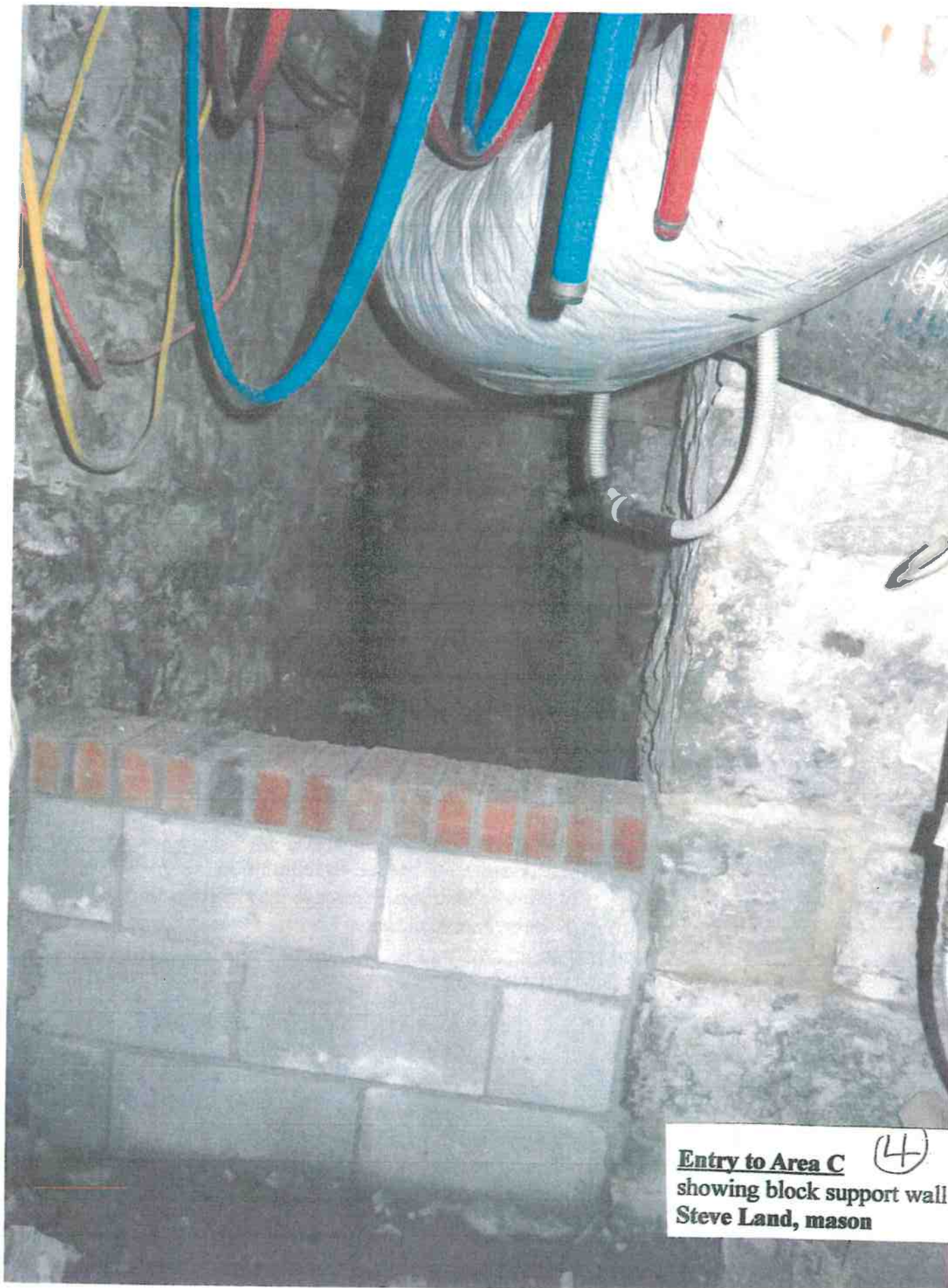
- Remove remnants of former staircase access to cellar
- Determine the size of foundation wall damage
- Pour footer and lay up block wall to retain crawlspace soil that had been partially held by remnants of access staircase. (about 6 feet wide and 7 feet high)
- Dig to make sure foundation footer is still in good shape. Could be a lot of hidden damage.
- Repair footer as necessary.
- Lay back rock and brick to rebuild foundation wall.
- Supply all labor and materials.



**Steve Land  
7147 Burkhardt Bottom Road  
Milton, Kentucky 40045  
(502)221-5193  
3-3-2021**


**Estimate: \$3500**





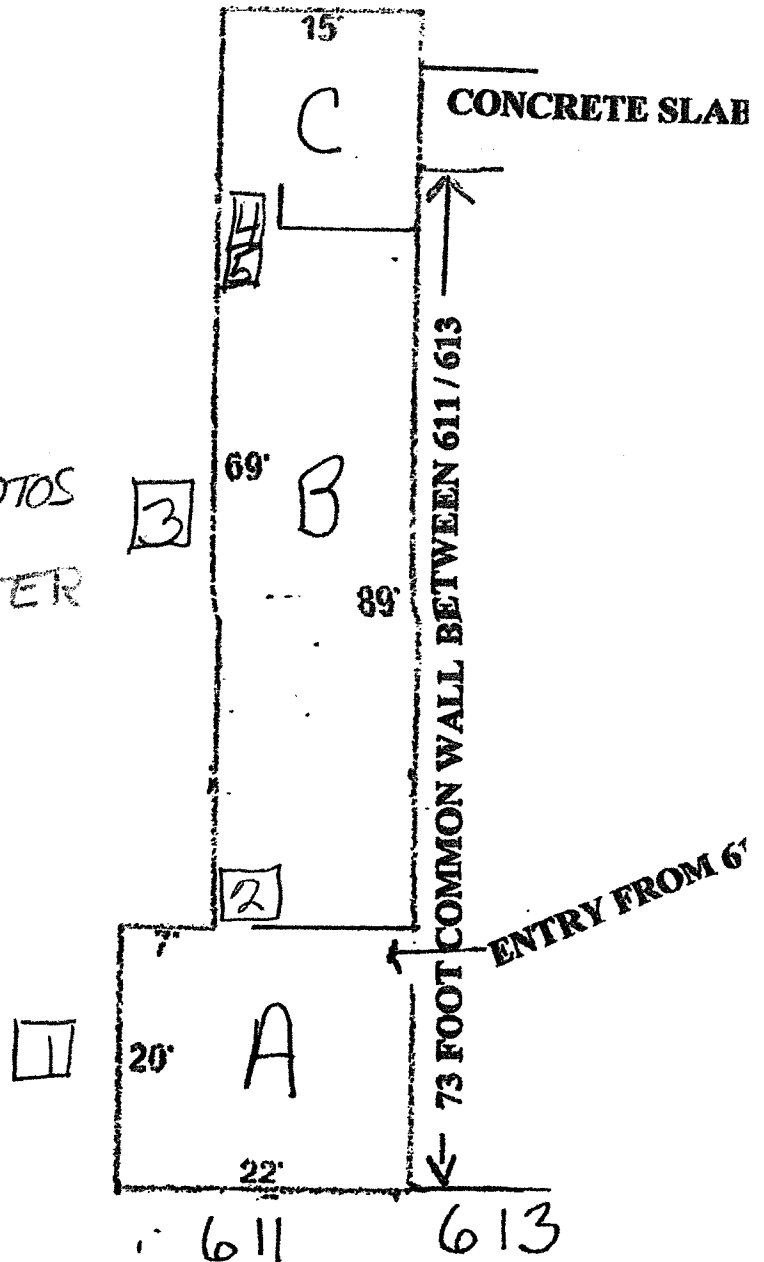
**Entry to Area C** (4)  
showing block support wall  
Steve Land, mason





**Between Area C and Area B** (5)  
reconstructed breach in foundation  
site of abandoned staircase into "new cellar" ~1850s  
**Steve Land, mason**

SITES OF 5 PHOTOS  
OF WORK BY:  
DENNIS WEBSTER



# Invoice

Dennis Webster

dwebstergm350sb@gmail.com

Carla Vossler  
611 E. 2nd St.  
Madison IN 47250

Customer number	Invoice number	Page	Invoice date	Due date
1072	1095	1 / 2	3/18/2023	3/22/2023

Walkthrough and drawings were provided by engineer Peter Ellis. Proposed Start 2/14/23 end 2/28/23

Price may be reduced but not to exceed \$9650

Item	Quantity	Price	Sales tax	Total
Materials 4 x 6 post, fiber, reinforced concrete, 4 inch paver blocks, basement support jacks, and fasteners	1	1,400.00		1,400.00
Reinforced concrete footers for floor jacks Floor to be dug out to pour one concrete footer and ground tamped to install pre-made concrete pavers for second room support posts.	1	550.00		550.00
Leveling floor joists After replacing/inserting support beams, floor is to be leveled where needed.	1	2,200.00		2,200.00
Replacement and insertion of new support beams Floors to be supported, and existing support beam is to be removed and replaced in sections, with the addition of another support beam in the front room and insertion of Basement jacks on concrete footers to help support existing beam.	1	4,600.00		4,600.00
Header and support posts inserted Once the joists are lifted to their appropriate height, Header and support posts are to be installed in the passage through the original exterior foundation wall	1	300.00		300.00
Joist repair and bracing Some joists need partial or full replacement. Inserting joists and/or attaching to existing joists.	1	400.00		400.00

Continued on page 2

# Invoice

Dennis Webster

dwebstergm350sb@gmail.com

Carla Vossler  
611 E. 2nd St.  
Madison IN 47250

Customer number	Invoice number	Page	Invoice date	Due date
1072	1095	2 / 2	3/18/2023	3/22/2023

Walkthrough and drawings were provided by engineer Peter Ellis. Proposed Start 2/14/23 end 2/28/23

Price may be reduced but not to exceed \$9650

Item	Quantity	Price	Sales tax	Total
Replacement and insertion of new support beams Farthest section of basement is insufficiently supported. Inserting 4 x 6 beam and pillars on concrete pads.  No Sales Tax: 9,650.00 x 0% = 0.00	1	200.00		200.00

Total ex. tax	\$9,650.00
No Sales Tax	\$0.00
Total	\$9,650.00





**W wall Area A**

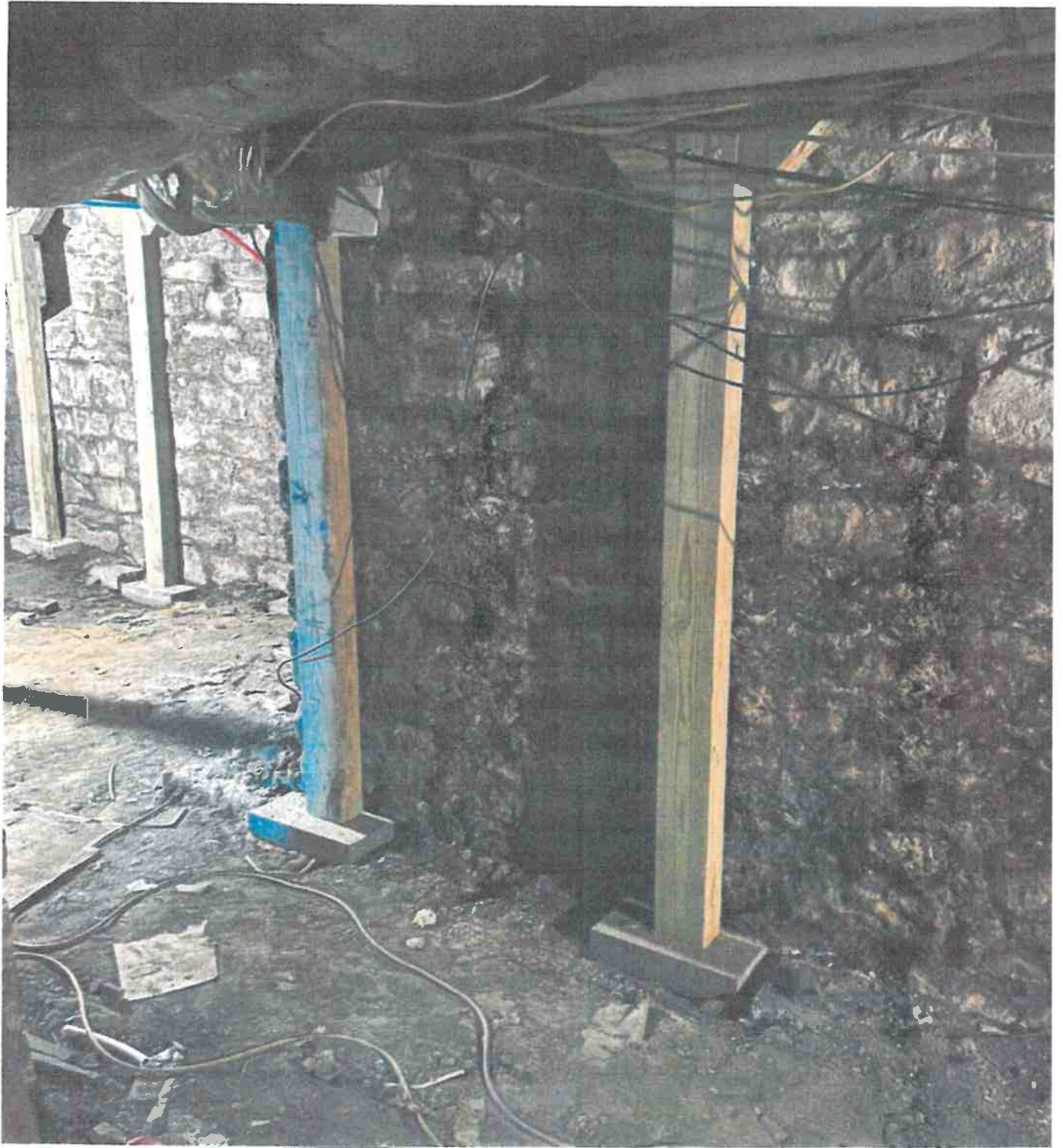
new treated wood 4 x 6 post supporting a 4 x 6 Tx carrier beam

2 adjustable floor jacks supporting original 10" x 12" x 17' main beam

**Dennis Webster, contractor**







**W wall**

2 posts on left are in Area A

3<sup>rd</sup> is supporting joists between Areas A and B

**Dennis Webster, Contractor**

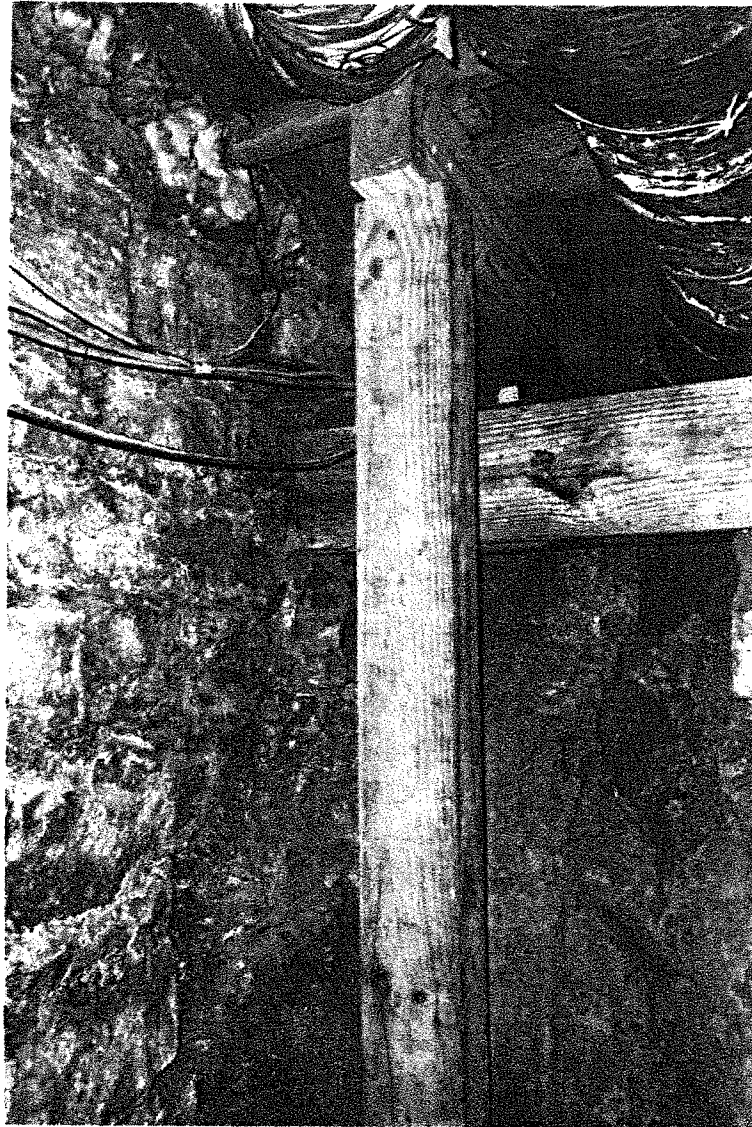


3

**W wall in Area B**

6 x 6 Tx posts replacing deteriorated, untreated 4 x 4 posts and carrier beams  
circuit breaker boxes, at the far end, supported in the same manner as the rest of the wall  
Dennis Webster, contractor

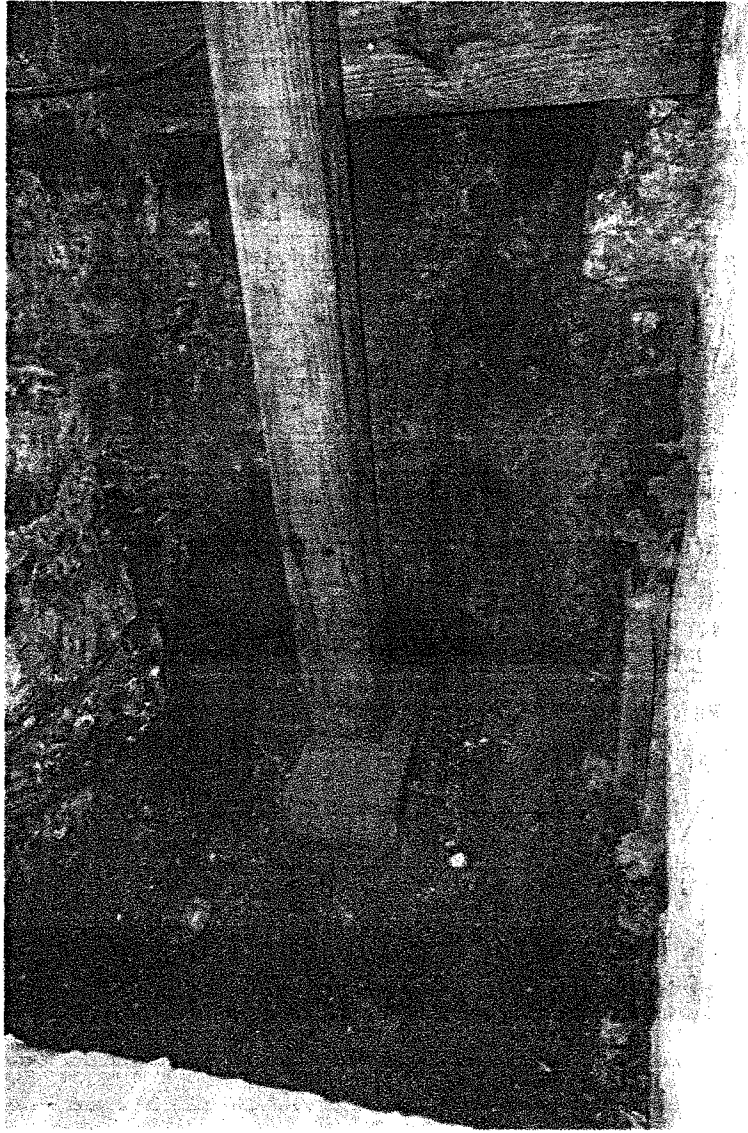




**Area C**

**Tx carrier beam and post support of reconstructed masonry breach in foundation wall  
Dennis Webster, contractor**





**Area C**  
bottom of 4 x 6 Tx support post  
**Dennis Webster, contractor**

## **ADDENDUM to the Original PACE Grant Proposal**

Peter Ellis of O'Brien and Ellis Engineering wrote a letter at my request to assess the condition of the structure after completed masonry repairs. Specifically, I was concerned about stability in the light of my inability to find a competent, available contractor during the continuing Covid-19 pandemic for the treated wood post and beam alternative plan

Peter stated that the structure was stable for the near future, however, he emphasized cause of the breach in the foundation and deterioration of joists, posts, and beams was water. "...The repairs appear very adequate to provide a structurally sound and permanent construction as long as water infiltration issues are addressed." The letter was submitted to Nicole Schell in a packet dated 1 April 2022. A copy is attached, following, for your convenience.

### **Example of Water Infiltration**

#### **Downspouts #3 and #4 At north face of Area A**



Water infiltration has obviously been an ongoing problem. Proposed solutions included trenching around more vulnerable parts of the foundation and pouring a new secondary concrete "skin;" embedding perforated pipe from the building to the alley to collect and disipate rain under the ground; sinking a "dry well" near the water meter; digging a 37' swale between 611 and 609, filling it with river rock and diverting 611 downspouts to the area. All proposals were rejected by me.

A wider gutter was added and I continued to use hydrolic cement around the edges in an attempt to make the building water tight.

---

## **'Brien and Ellis Engineering**

5 Meadow Lane, Madison, IN 47250  
.2) 223-0327 ph.

Thursday, October 21, 2021

Ms Carla Vossler  
623 E. Second Street  
Madison, IN 47250

Subject: 611 E. Second Street

Ms Vossler,

At your request I am writing to summarize the current state of repairs at your 611 E Second Street property described in your recent City of Madison PACE grant application. The purpose of this letter is to assert that the most critical structural issue has been addressed, that the structure remains safe to occupy, and that there may be alternate methods of addressing remaining issues that are worthy of consideration.

### **Foundation Wall at Northwest basement corner (C)**

I visited your property twice in early October (10/01 and 10/09). At that time repairs had been completed to a section of the basement wall that was described as failing. A short section of the foundation wall had collapsed. I reviewed those repairs and they appear complete and adequate to address the most acute structural issue (foundation failure).

On the exterior (West) wall the repair comprises mortared brick and stone masonry to replace the stone foundation for a section approximately 3 feet wide and from floor to ceiling. The opening between sections C and B has been closed with three courses of concrete block plus an additional course of brick, on a poured concrete footer. This gives a 27" high wall to buttress the exterior (West) wall. The remaining opening provides access to the crawlspace beyond.

These repairs appear solid, well executed and adequate as a permanent, functional construction. Care should be taken to address exterior drainage problems and water migration into the basement.

Viewed from the exterior the wall above grade shows signs of subsidence, some cracking in the mortar joints and misalignment of brick masonry. This isn't unusual for a building of this age and is attributable to subsidence in the foundation wall likely caused by a combination of failing gutters and poor drainage adjacent to the wall. At the time I was there, the gutter appeared in good condition but water was ponding on the concrete slab adjacent to the foundation. Water movement through the foundation from the exterior will dissolve and carry away solids over time. I'm sure that the mortar was dissolved at the location of the failing foundation. The repairs appear very adequate to provide a structurally sound and permanent construction so long as water infiltration issues are addressed.

Remaining issues addressed in the PACE grant application are the result of wood decay.

As with the vast majority of older, downtown Madison homes, the primary structural material is untreated wood and the basement is poorly ventilated. Decay occurs in the presence of water and is almost entirely due to fungal growth. While high humidity associated with poorly ventilated basements will cause mold and mold can be wood damaging, by far the most significant cause of damage and decay are fungi which cause rotting. These require access to liquid water, primarily failure of the building envelope (roof and wall leaks), leaks from plumbing, and poor drainage (leading to surface water infiltration).

Such wood decay is obvious in the bottoms of structural wood posts along the entire West wall of section B. Many of the bottoms are rotted and the posts are no longer functional. Support of the joist ends must be addressed.

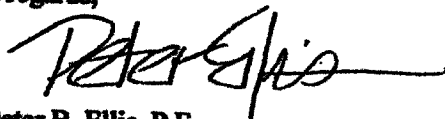
In section A there was concern that a sagging floor above and near a large 17 foot wood beam in the basement suggests that the beam was compromised. Inspection revealed that this floor condition is independent of the beam and is instead due to a failing header above a passageway in the foundation from sections A to B. While there is evidence of decay in the beam, which needs to be addressed, there isn't indication that the beam is in threat of imminent failure (e.g. within the next twelve months). Also, the condition of the header, while severe, is localized and thus more tolerable. No more than three floor joists are affected.

Also in section A, 20 feet along the West wall, 6 foot joists support what was once the main staircase from the 1st to 2nd floors. This area is now the entry hall and bathroom to an occupied apartment. These joists must be replaced. They have been compromised by decay and cuts made to add plumbing fixtures.

Additionally, I reviewed remaining repair work described in a proposal from RAMJACK Foundation Systems, Inc.

I reviewed this proposal to replace wood beams in several locations with (I believe) cold formed steel construction. Cold formed steel shapes are rolled in a mill and are used in a similar fashion to dimensional lumber. Cold rolled steel is in contrast to structural steel. While this isn't a bad solution, it is neither the best nor the least expensive solution.

Best regards,



Peter B. Ellis, P.E.

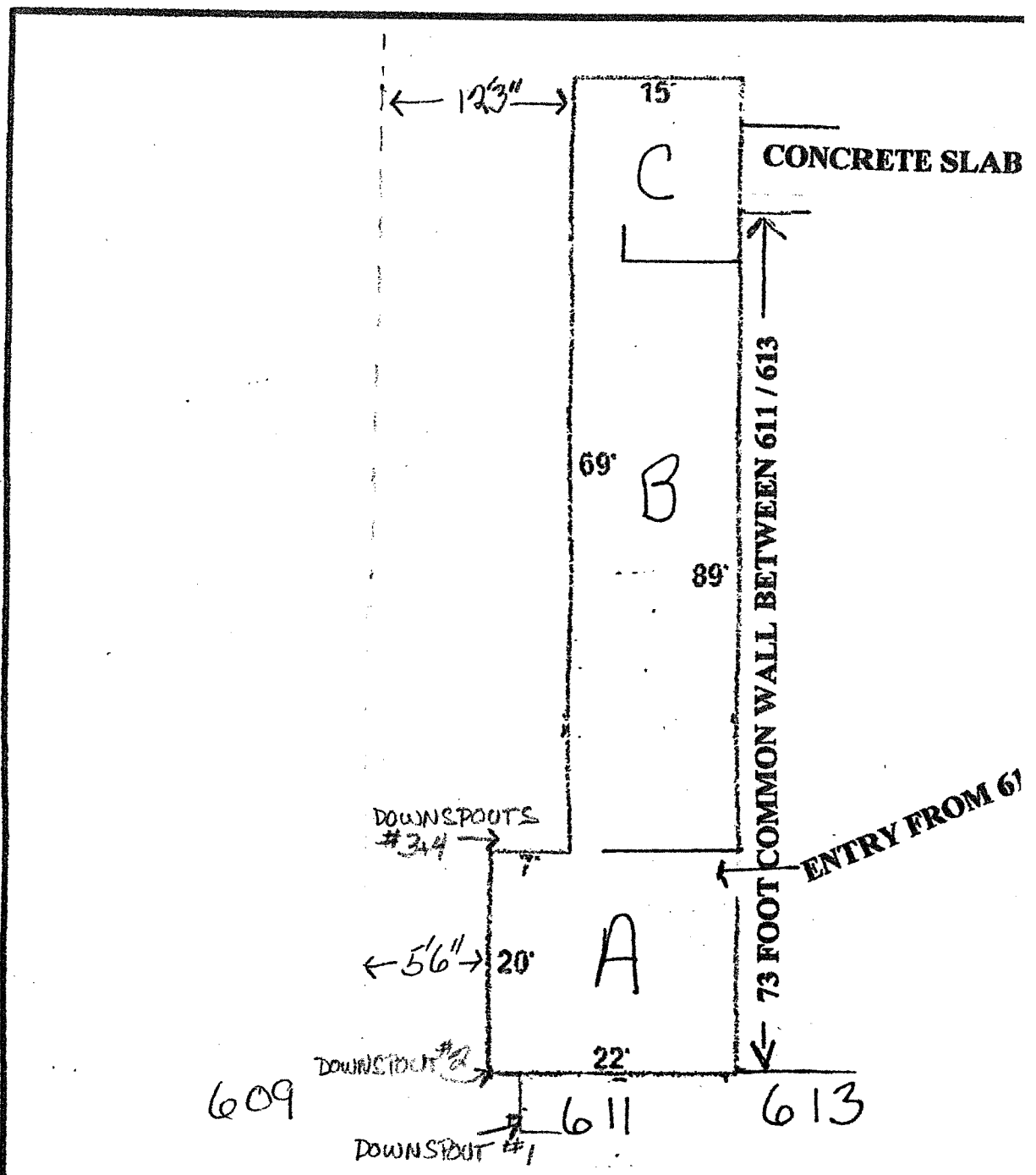
EXTERIOR PHOTO

611 EAST 2<sup>ND</sup> STREET



(a) EAST FACE - CONDITION OF CONCRETE WALK

↑  
ALLEY



SECOND STREET

## ADDENDUM continued

The west side of 611 is particularly vulnerable to rain, roof run-off, and running water.

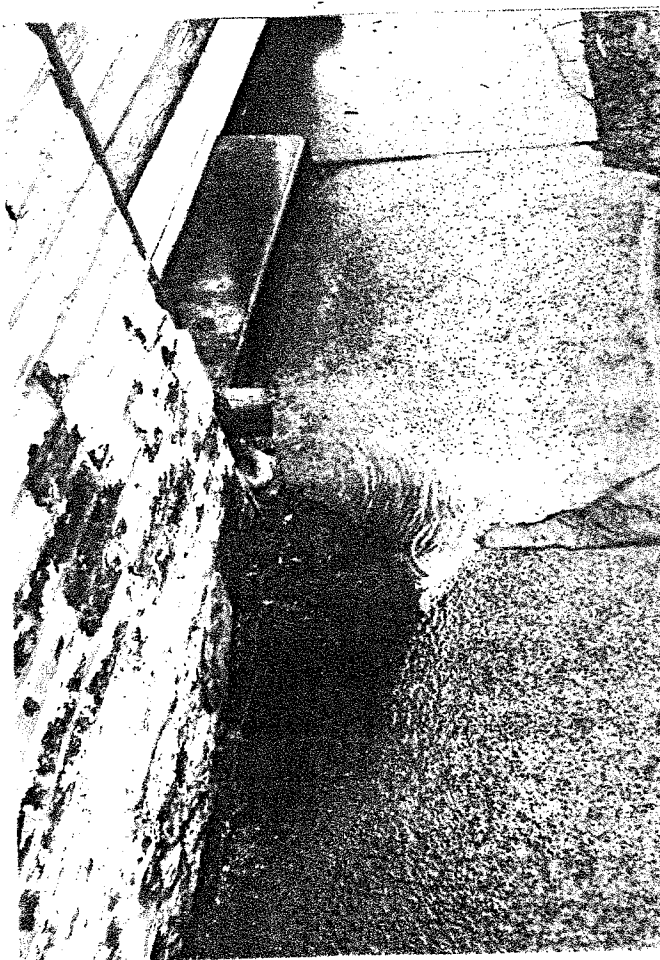
- The 180' deep lot slopes south toward the river. The alley appears to be at least one foot higher than frontage at the Second Street curb.
- Between the neighbor's fence and his house, the distance between 611 and 609 narrows from 12'3" to 5'6" toward Second Street. (See <sup>previous</sup> opposite)
- Further, all four downspouts from the east side of 609 and five on the west side of 611 drain into the narrowing corridor. This has been known to form a fast, ankle deep chute of water between the buildings during and after a heavy rain.

### Downspout #1 Corner of porch

Note ponding water in a swale at the mouth of a 4" drain pipe to street out in when public sidewalks were replaced in 2009.



### Downspout #2 SW corner of Area A



In winter months roof run-off from both of these downspouts frequently freezes across the sidewalk – a hazard to tenants of 4 apartments whose only access to the street is via this sidewalk.



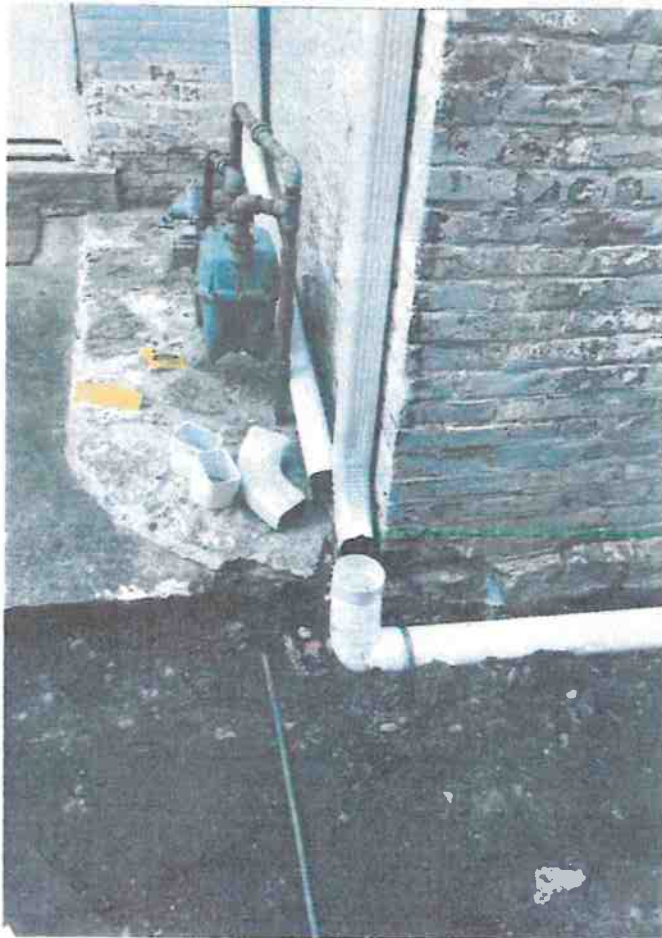
## **SOLUTION to the Problems of Water Infiltration and Management**

E-L Builders and Excavating was contacted to replace concrete sidewalk removed when the new water line and meter were installed. With each rain, water ran down the interior masonry walls of Area A because the seal to the building envelope had been lost.

Instead of only replacing a portion of the sidewalk, Mr. Shelter proposed a plan to deal with all the water and concrete issues.

- Remove the remaining thin, broken concrete sidewalk.
- Replace downspouts #3 and #4 (north wall of Area A).
- Connect downspouts #1 through #4 with plastic pipe.
- Provide a drain into the system for 2 downspouts at 609 (5'6" from and aimed directly at 611).
- Connect all 6 downspouts to the drain installed under the public sidewalk in 2009
- Replace all sidewalks with rebar reinforced concrete.
- Pour new sidewalk 2" to 4" higher than the previous level to eliminate ponding water against the building.

**New downspouts #3 and #4**





SOLUTION (continued)



609 E 2ND



TWIGS FROM RIVER BIRCH TREE OFF  
CAMERA IN THIS PHOTO



## SOLUTION (concluded)

Water infiltration into the cellar was addressed by raising the grade with new concrete sidewalk and sealing the foundation perimeter. Short downspouts #3 and #4 were replaced. Roof runoff from #1 - #4 on 611 and from 2 downspouts on 609 were diverted from the narrow corridor thru an active pipe system, to a drain previously laid under the sidewalk, and into the street gutter.

This photo was taken after moderate rain. There is no standing water except in Second Street.

While this site is not within a floodplain, it has, over the years, suffered damage from water infiltration and running water. The structure is now less vulnerable because of these modifications which take into account the Madison Historic District Design Guidelines (revised 2022), in particular Chapter 9: "The resilience guidelines seek to allow for ...hardening while resulting in the least adverse impact possible to a historic property's original design and its context within the streetscape."

I am amending my PACE Grant proposal by adding: Hardening the structure against water infiltration and running water.





# MADISON

*Indiana*  
Planning, Preservation and Design

101 W Main St  
Madison, IN 472  
(812) 265-8324

## DETAILED PROJECT BUDGET WORKSHEET

List all major tasks that have been complete of the Project. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. If a midpoint report was submitted, only include the tasks completed since that report was submitted.

Task #	Description of Work and/or Material Please Reference Appropriate Quote (Must be attached)	Total Task Budget	Amount of Grant Funds (50% max)
1.	Sedam Contracting Co. replaced inadequate main water line,	\$2200	\$0
2.	Steve Land, mason, repaired foundation, Areas Cand A.	\$3000	\$150
3.	Retained Peter Ellis, PE, of O'Brien and Ellis Engineering as Consultant.	\$100	\$50
4.	Crawley Heating and Cooling, LLC. removed gas lines and rerouted a supply line.	\$798	\$0
5.	E - L Builders and Excavating replaced badly cracked concrete; raised the grade around vulnerable sections of the foundation; replaced two (2) downspouts; constructed a closed system to redirect roof run-off to the street.	\$14,973	\$1050
6.	Angell's Landscaping repaired some of the damage from heavy equipment.	\$393.39	\$0
7.	Dennis Webster repaired or replaced floor joists; supported the main beam in Area A with two (2) adjustable floor jacks; raised the floor as needed; added or replaced posts and beams on west wall with treated wood.	\$9650	\$4825
8.	Dennis Webster filled foundation voids to exclude water seepage.	\$150	\$75
	Totals	\$31,264.39	\$7500

☒ Additional pages are attached.

I certify that the project was completed and that all required documents are included in my final report packet.

Carla Vossler

Applicant(s) Signature

4.5.23

Date

CONTRACTING CO LLC  
LA GRANGE ROAD  
HANOVER IN 47243

INVOICE DATE 8/5/2021  
INVOICE NUMBER 012912  
CUSTOMER ID VOSS1000  
TERMS NET 30 DAYS

Ship To  
611 E 2nd water line replaceme

Page 1 of 1

Unit price per quot	Units: 1.00	Rate: 2,200.000	2,200.00
---------------------	-------------	-----------------	----------

INVOICE TOTAL \$2,200.00

Customer ID	INVOICE #	INVOICE DATE	INVOICE AMOUNT
VOSS1000	012912	8/5/2021	2,200.00

CONTRACTING CO LLC 302 W LaGrange Rd, Hanover IN 47243

DATE 8.29.21 001045

**PAY TO THE  
ORDER OF**                     

PAY TO THE ORDER OF SEDAM CONTRACTING CO, LLC \$ 2200.00  
TWO THOUSAND-TWO HUNDRED 00/100 DOLLARS

**The Friendship  
State Bank**

REPLACE WATER LINE

611 EAST 2ND ST.

074909988: 0390468 1045

Carla Vossler

The following statements should be made at the beginning of each session:

1. **Identify the subject of the session.** (e.g., "Today we will discuss the importance of the family in the development of the child.")

2. **Identify the purpose of the session.** (e.g., "The purpose of this session is to help you understand the role of the family in the development of the child.")

3. **Identify the objectives of the session.** (e.g., "By the end of this session, you should be able to identify the role of the family in the development of the child.")

4. **Identify the activities that will be used to achieve the objectives.** (e.g., "We will use a variety of activities, including role playing, group discussion, and individual reflection.")

5. **Identify the evaluation methods that will be used to assess learning.** (e.g., "We will use a variety of evaluation methods, including self-reflection, peer evaluation, and teacher evaluation.")

ENDORSE HERE  
X PAY TO THE ORDER OF  
GERMAN AMERICAN BANK  
MEMPHIS, TENN.  
086302663  
STANDARD TRUST CO. OF TENN. CABLE DEPOSIT  
DO NOT WRITE ABOVE OR BELOW THIS LINE  
REST OF CARD IS FOR NATIONAL CREDITATION USE

LA J VOSSLER  
E 2ND ST  
ISON, IN 47250

DATE 8.27.21 001044

OTHER OF STEVE LAND \$ 3000.00  
THOUSAND NO/100 DOLLARS

Friendship  
State Bank  
NATION 611 EAST 2ND  
MADISON IN  
374909988: 0390468 1044

76 2021-05-27

Farmers Bank of Milton  
>083905546<  
2021-08-27  
0107997376

☐ CHECK HERE IF MOBILE DEPOSIT  
DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE  
NATIONAL CHECK DEPOSIT USE

ENDORSE HERE  
Steve Land

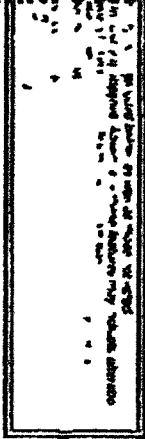
Statement		DATE	TERMS
TO <u>Carla Vossler</u>		<u>Aug 27-21</u>	
IN ACCOUNT WITH <u>Steve Land</u>			
<u>Dig &amp; pour footers</u>			
<u>lay rock in basement</u>			
<u>luc paint brick</u>			
<u>Supply all labor</u>			
<u>and material</u>			
<u>total \$3000.00</u>			
<u>check 1044</u>			
<u>paid intall</u>			
<u>JS</u>			

262736

The Friendship  
State Bank

Account: FSHP AD  
Date: 5/27/2022

>042200910< 20220516  
First Financial Bank  
Drawer# Trans#: 13005/0004  
PIN: 816906260000009



DEPOSIT TO: 5/27/22  
0061930  
CHECK HERE IF MOBILE DEPOSIT  
DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE

CARLA J VOSSLER  
623 E 2ND ST  
MADISON, IN 47250

DATE 3.28.22 001087

PAY TO THE  
ORDER OF

PETER ELLIS P.E.

\$ 100 <sup>00</sup>/<sub>100</sub>

ONE HUNDRED <sup>00</sup>/<sub>100</sub> DOLLARS

The Friendship  
State Bank

RETURNED

Carla Vossler





Wiley Heating and Cooling, LLC.

14 N Shun Pike  
Madison, IN 47250

# Invoice

Date	Invoice #
10/7/2021	IR403a

Bill To
Carla Vossler 611 E 2nd St Madison, IN 47250

P.O. No.		Terms	Project	
		1/2 Down 1/2 upo...		
n	Description	Est Amt	Prior Amt	Amount
a...	Time & Material - Remove all unused gas line and shorten supply vent in kitchen. Tim/Nate	798.00		798.00
CK # 0010 72				
Paid MA				
Total		\$798.00		
Payments/Credits		\$0.00		
Balance Due		\$798.00		

Amish Craftsmanship

Free Estimates



# E&L BUILDERS & EXCAVATING

— Specializing In —



Pole Barns, Horse Barns, New Roofs: Metal or Shingle. Seamless Gutters, All kinds of Concrete Work  
Water Drainage, Trenching, Building Sites, Driveways & Much More!



812-427-7828 Quality work at a fair price



10597 Elam Road, Vevay, IN 47043 Emanuel Shetler 812-599-8298

NAME	Carla Vossler	PHONE	812-265-2477	DATE	10-15-21
STREET	611 E. 2nd St Madison in 47250				
QUANTITY	DESCRIPTION	PRICE	AMOUNT		
	Take out sidewalk Back side + Big driveway + trench in pipe for down spouts + Base Drains + repair sidewalk + pad in back + 2 new down spouts				
	Will do when I see you				
	total	\$14	973		
ZK#	1059 P.L. Down	\$7	000		
	will do when done	\$7	973		
By signing below you agree to above terms					
Contractor Signature X Emanuel Shetler					
Customer Signature X Carla Vossler					
DEPOSITS ARE NON-REFUNDABLE					

**Friendship**  
State Bank

Account: FSHP AD 0001  
Date: 4/5/2023

909988< 20211015  
FRIENDSHIP STATE BANK  
Trans#: 04004/0034  
79329010000075

ENDORSE HERE  
X E & L Builders

☐ CHECK HERE IF MOBILE DEPOSIT  
DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE  
RESERVED FOR FINANCIAL INSTITUTION USE

ARLA J VOSSLER  
23 E 2ND ST  
ADISON, IN 47250

DATE 10.15.21

001059

AY TO THE  
RDER OF

E & L BUILDERS

\$7000 <sup>00</sup>/<sub>XX</sub>  
DOLLARS

SEVEN THOUSAND <sup>NO</sup>/<sub>100</sub>

**The Friendship**  
State Bank

Carla Vossler

**The Friendship**  
State Bank

Account: FSHP A  
Date: 4/5/2023

>074909988< 20211103.  
THE FRIENDSHIP STATE BANK  
Drawer Trans: 06005/0020  
UN: 792730720000075

Pay to the order of Cash on Demand, subject to call, as may be required by the bank. This check is payable only to the order of the person or entity named in the "Pay to the order of" field. It is not valid for cashing at any other location. The bank reserves the right to refuse payment on this check if it is not properly cashed. The bank is not responsible for any loss or damage resulting from the use of this check. The bank is not responsible for any loss or damage resulting from the use of this check. The bank is not responsible for any loss or damage resulting from the use of this check.

☐ CHECK HERE IF MOBILE DEPOSIT  
DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE  
RESERVED FOR FINANCIAL INSTITUTION USE

CARLA J VOSSLER  
623 E 2ND ST  
MADISON, IN 47250

DATE 11.3.21

001062

PAY TO THE  
ORDER OF

EMIL BURDERS PAID \$ 7973.00  
SEVEN THOUSAND SEVENTY-NINE AND SEVENTY-THREE DOLLAR

**The Friendship**  
State Bank

623 E 2ND / CONCRETE

Carla Vossler

# Invoice

807 West 3rd. St.  
Madison, In 47250

1-812-493-9509

1-812-493-9510  
larry\_angell@outlook.com

Invoice No: 32  
Date: 12/3/2021  
Order No:

Bill To:  
Carla Vossler  
<customeraddress1>  
<customeraddress2>  
<customeraddress3>

Angell's

Description	Qty/Hours	Rate	Discount %	Amount
Top Soil Lg. Scoop	1.00	\$60.00	0.00%	\$60.00
Seed, Fescue lbs.	25.00	\$1.49	0.00%	\$37.25
New Lawn Starter, 8lb. bag	1.00	\$9.89	0.00%	\$9.89
Dump Fee	1.00	\$5.00	0.00%	\$5.00
Straw, Bales	2.50	\$7.50	0.00%	\$18.75
Labor, Man Hrs.	8.75	\$37.50	20.00%	\$262.50

discount was applied to the cost of labor in exchange for a cash payment.  
with this discount please. Please give me a call when you are ready to  
payment and I will come by to pick it up. Thank You

Total **\$393.39**

Paul in full  
12/03/21  
5

# Invoice

Dennis Webster

dwebstergm350sb@gmail.com

Carla Vossler  
611 E. 2nd St.  
Madison IN 47250

Customer number	Invoice number	Page	Invoice date	Due date
1072	1095	1 / 2	3/18/2023	3/22/2023

Walkthrough and drawings were provided by engineer Peter Ellis. Proposed Start 2/14/23 end 2/28/23  
Price may be reduced but not to exceed \$9650

Item	Quantity	Price	Sales tax	Total
Materials 4 x 6 post, fiber, reinforced concrete, 4 inch paver blocks, basement support jacks, and fasteners	1	1,400.00		1,400.00
Reinforced concrete footers for floor jacks Floor to be dug out to pour one concrete footer and ground tamped to install pre-made concrete pavers for second room support posts.	1	550.00		550.00
Leveling floor joists After replacing/inserting support beams, floor is to be leveled where needed.	1	2,200.00		2,200.00
Replacement and insertion of new support beams Floors to be supported, and existing support beam is to be removed and replaced in sections, with the addition of another support beam in the front room and insertion of Basement Jacks on concrete footers to help support existing beam.	1	4,600.00		4,600.00
Header and support posts inserted Once the joists are lifted to their appropriate height, Header and support posts are to be installed in the passage through the original exterior foundation wall	1	300.00		300.00
Joist repair and bracing Some joists need partial or full replacement. Inserting joists and/or attaching to existing joists.	1	400.00		400.00

Continued on page 2

# Invoice

Chris Webster

webstergm350sb@gmail.com

Carla Vossler  
611 E. 2nd St.  
Madison IN 47250

Customer number	Invoice number	Page	Invoice date	Due date
1072	1095	2 / 2	3/18/2023	3/22/2023

Sketch and drawings were provided by engineer Peter Ellis. Proposed Start 2/14/23 end 2/28/23  
Fee may be reduced but not to exceed \$9650

Description	Quantity	Price	Sales tax	Total
Removal and insertion of new support beams West section of basement is insufficiently supported. Inserting 4 x 6 beam pillars on concrete pads.	1	200.00		200.00

Sales Tax: 9,650.00 x 0% = 0.00

Total ex. tax \$9,650.00  
No Sales Tax \$0.00  
Total \$9,650.00

3/20/23  
Paid in full  
Dermot Webster



# Invoice

Dennis Webster

dwebstergm350sb@gmail.com

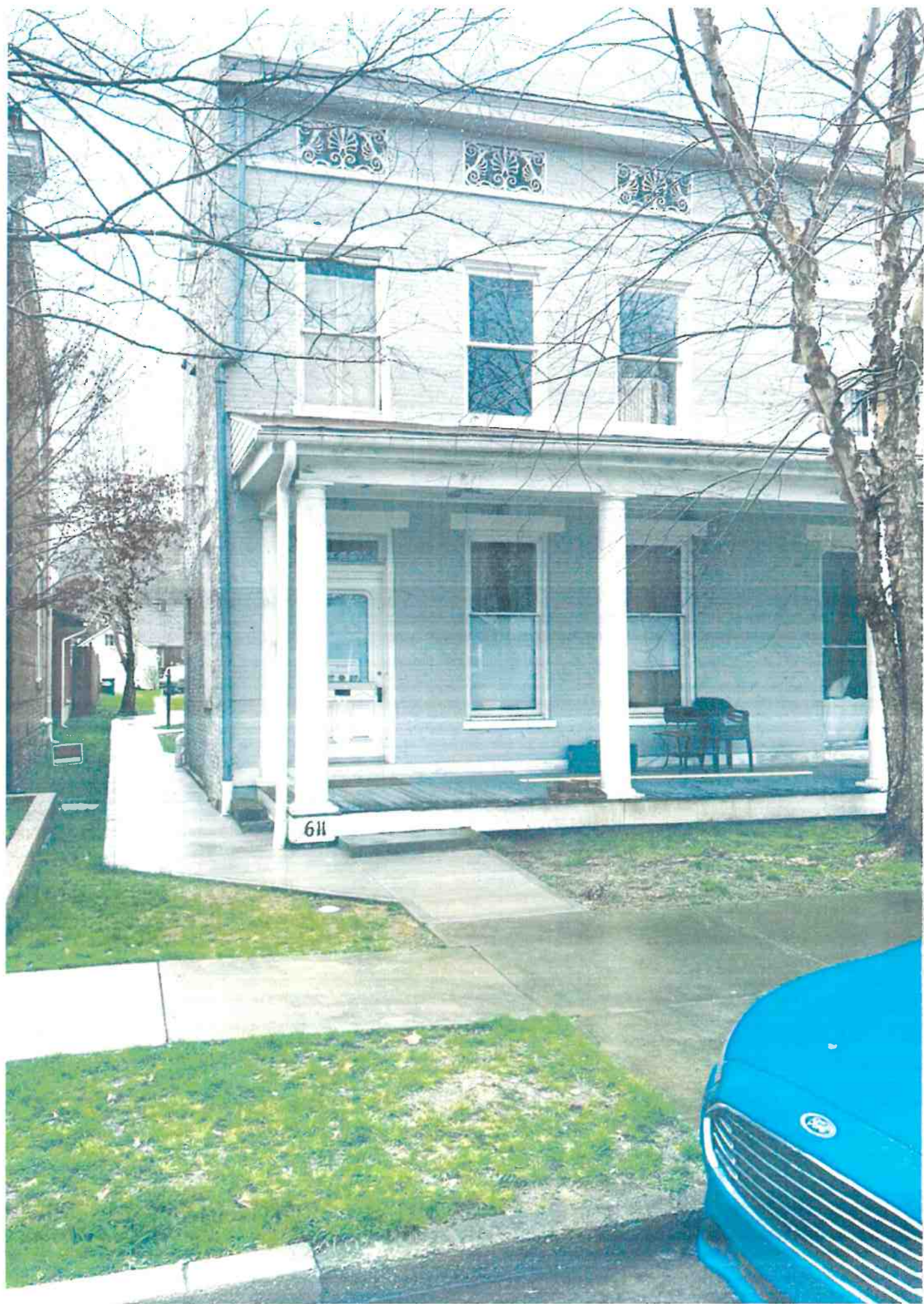
Carla Vossler  
611 E. 2nd St.  
Madison IN 47250

Customer number	Invoice number	Page	Invoice date	Due date
1072	1096	1 / 1	3/18/2023	3/22/2023

Item	Quantity	Price	Sales tax	Total
<b>Filling voids</b> Along the sidewalk on the west side of the building, there are multiple voids in spots that need filled to prevent water from flowing into the basement during heavy rain  No Sales Tax: $150.00 \times 0\% = 0.00$	1	150.00		150.00

<b>Total ex. tax</b>	<b>\$150.00</b>
<b>No Sales Tax</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$150.00</b>

3/20/23  
Paid in full  
Dennis Webster









# MADISON

*Indiana*  
Planning, Preservation and Design

101 W Main St  
Madison, IN 47250  
(812) 265-8324

## P.A.C.E. Preservation & Community Enhancement Grant Program Final Report

Purpose: Application is hereby made to request the funding from the PACE Program. Forms must be accompanied by at least four photos showing the progress and one photo of the front of the building. Copies of all invoices and receipts must also be submitted.

### APPLICANT INFORMATION

Date: April 9, 2023

Property Owner Name: J. Michael Raley and Starla Hibler Raley

Mailing Street Address: 427 Mulberry Street

City: Madison

State: IN Zip: 47250-3433

Phone (Preferred): 812-265-3225

Phone (Alternate): 580-320-0797

Email: j.michael.rale@gmail.com

### PROJECT INFORMATION

Street Address: 427 Mulberry Street, Madison, IN 47250-3433

Total Cost of Project (include all costs to complete the entire project): \$28,512.80

Estimated Date of Completion of Work: April 7, 2023

☐ Hilltop

☒ Downtown

### GRANT INFORMATION

☒ Rehabilitation  
(Downtown) Grant

☐ Curb Appeal  
(Hilltop) Grant

☐ Dilapidated  
Structures Grant

☐ Dangerous  
Buildings Grant

Total Amount of Grant Awarded (can be obtained from the office): \$7,500

Was a midpoint report submitted for this project?

☐ Yes

☒ No

### DESCRIPTION OF THE PROJECT

Please describe the project elements that have been completed. If a midpoint report was submitted, only include the list of project elements completed since that report was submitted.

19 Sun wooden windows, black aluminum clad, 4/4 top front windows, 2/2 bottom front windows, and 1/1 windows on the remaining facades to restore the historic appearance of our home based upon photographic evidence submitted with our initial application, installed by Glass Unlimited.

☐ Additional pages are attached.



### DETAILED PROJECT BUDGET WORKSHEET

List all major tasks that have been complete of the Project. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. If a midpoint report was submitted, only include the tasks completed since that report was submitted.

Task #	Description of Work and/or Material Please Reference Appropriate Quote (Must be attached)	Total Task Budget	Amount of Grant Funds (50% max)
	SAMPLE: Lumber and supplies per sales ad from Lowe's	\$1,076	\$538.00
1	19 Sun, USA, wooden/aluminum clad windows with screens	21,040	7,500
2	Labor for Installation by Glass Unlimited	6000	
3	Sales Tax	1472.80	
4			
5			
6			
7			
8			
9			
10			
11			
12			
	Totals	28,512.80	7,500

☐ Additional pages are attached.

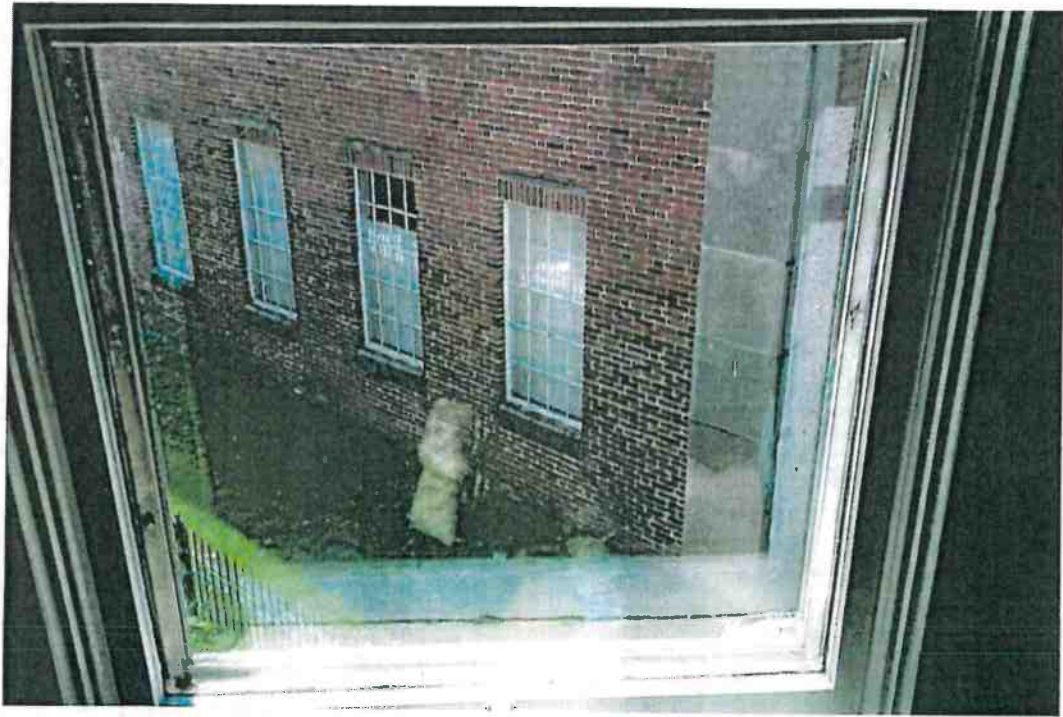
I certify that the project was completed and that all required documents are included in my final report packet.

J. Michael Raley  
Digitally signed by J. Michael Raley  
Date: 2023.04.09 17:39:29 -04'00'

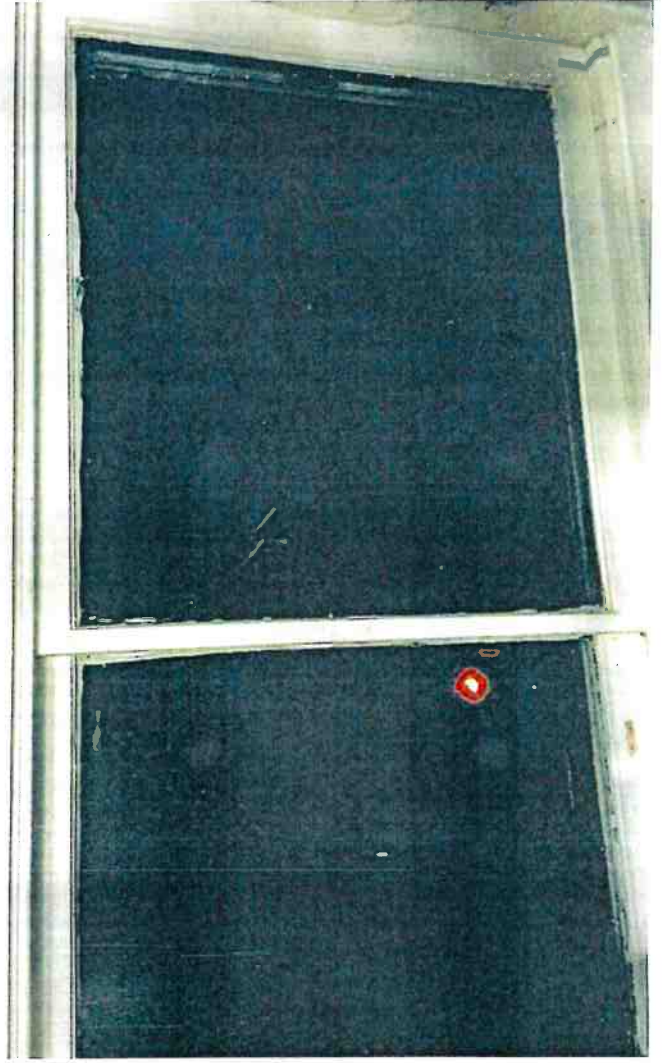
4/9/23

**Applicant(s) Signature**

**Date**



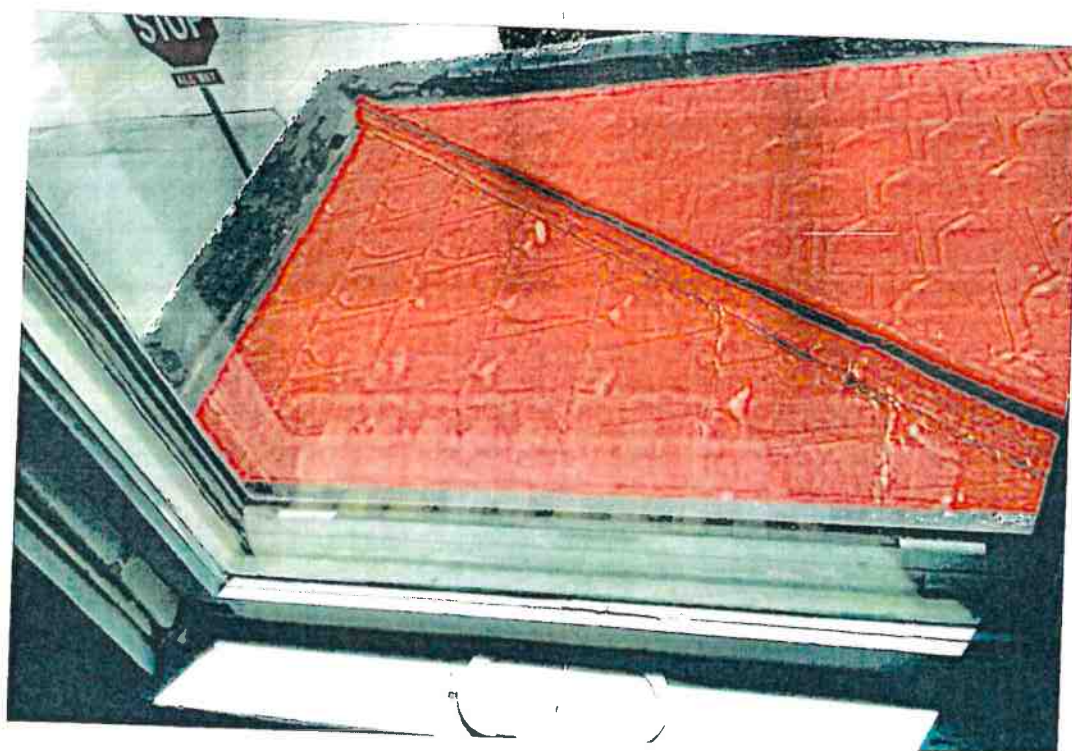




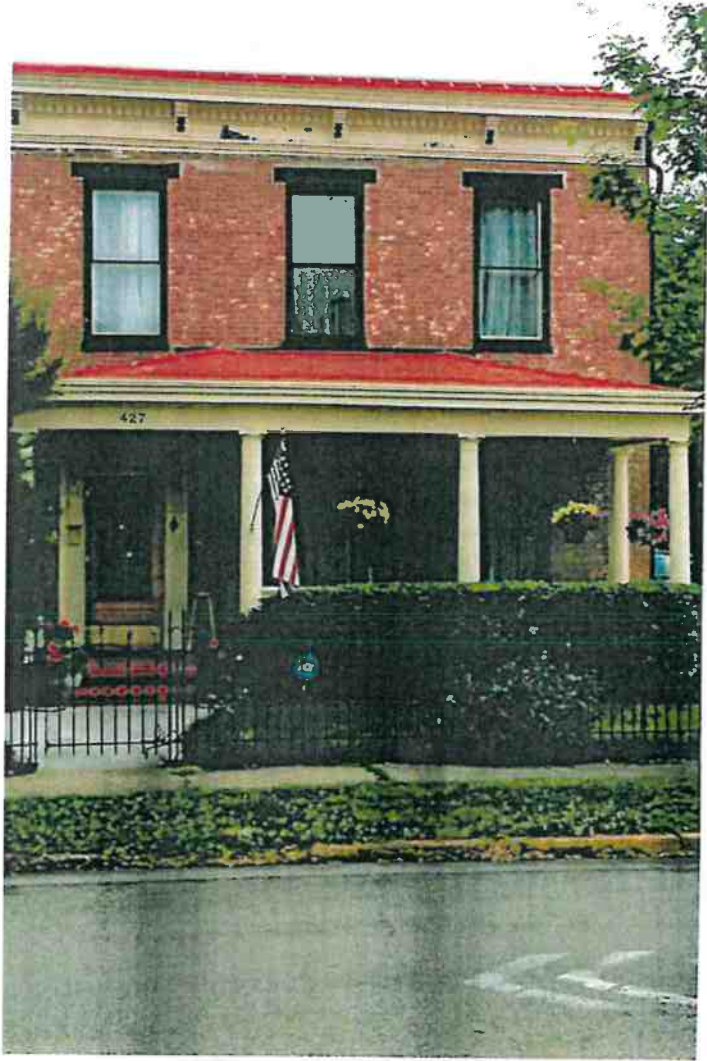




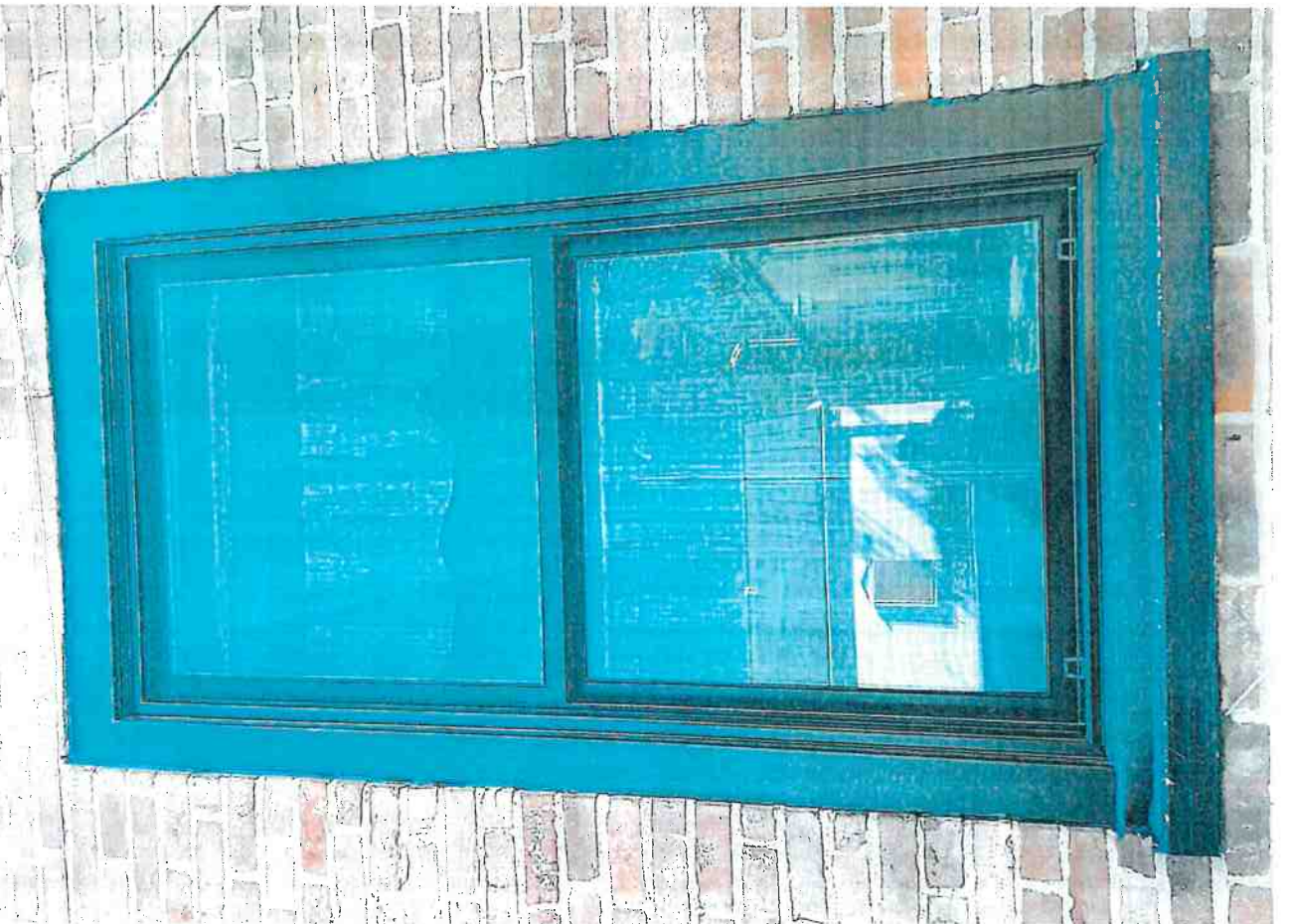




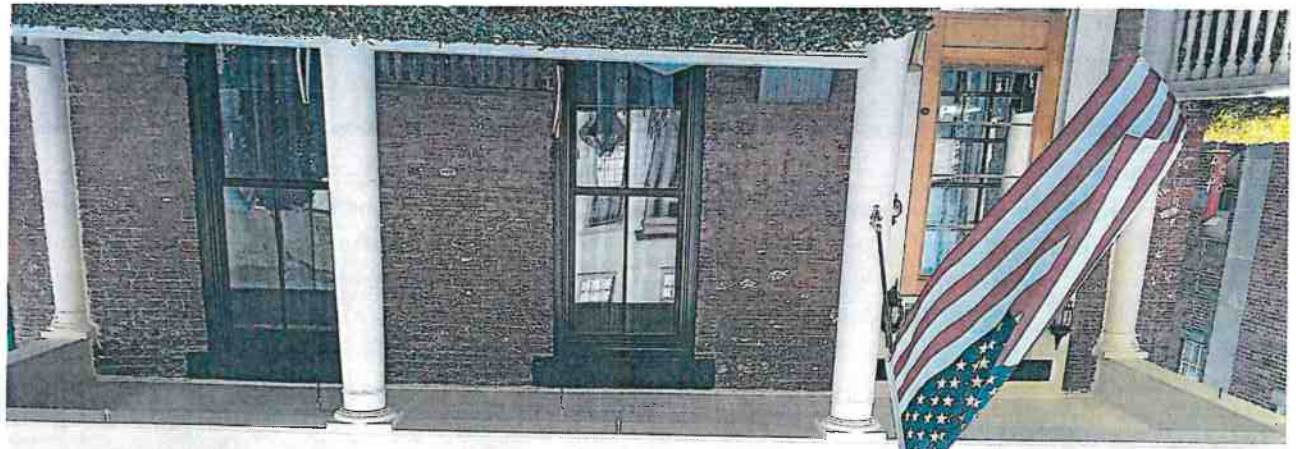




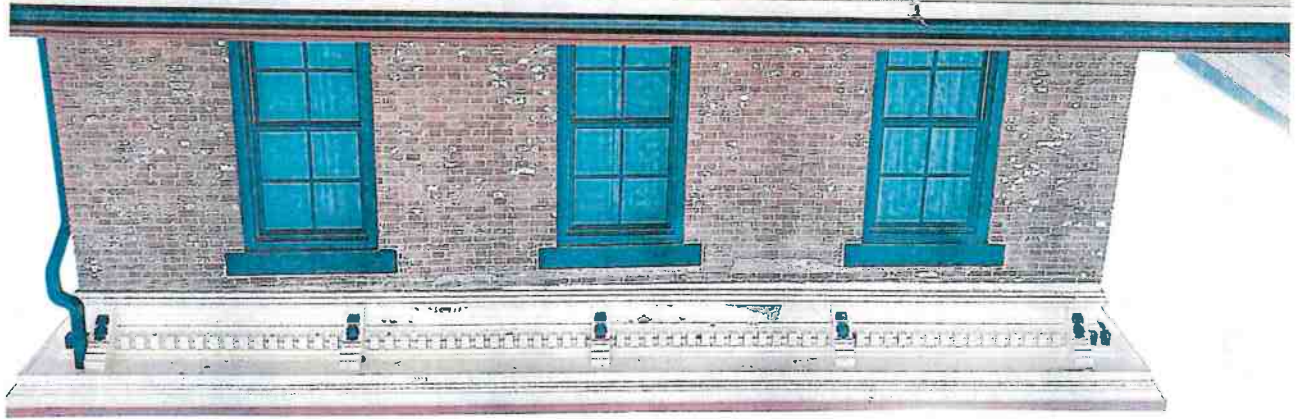








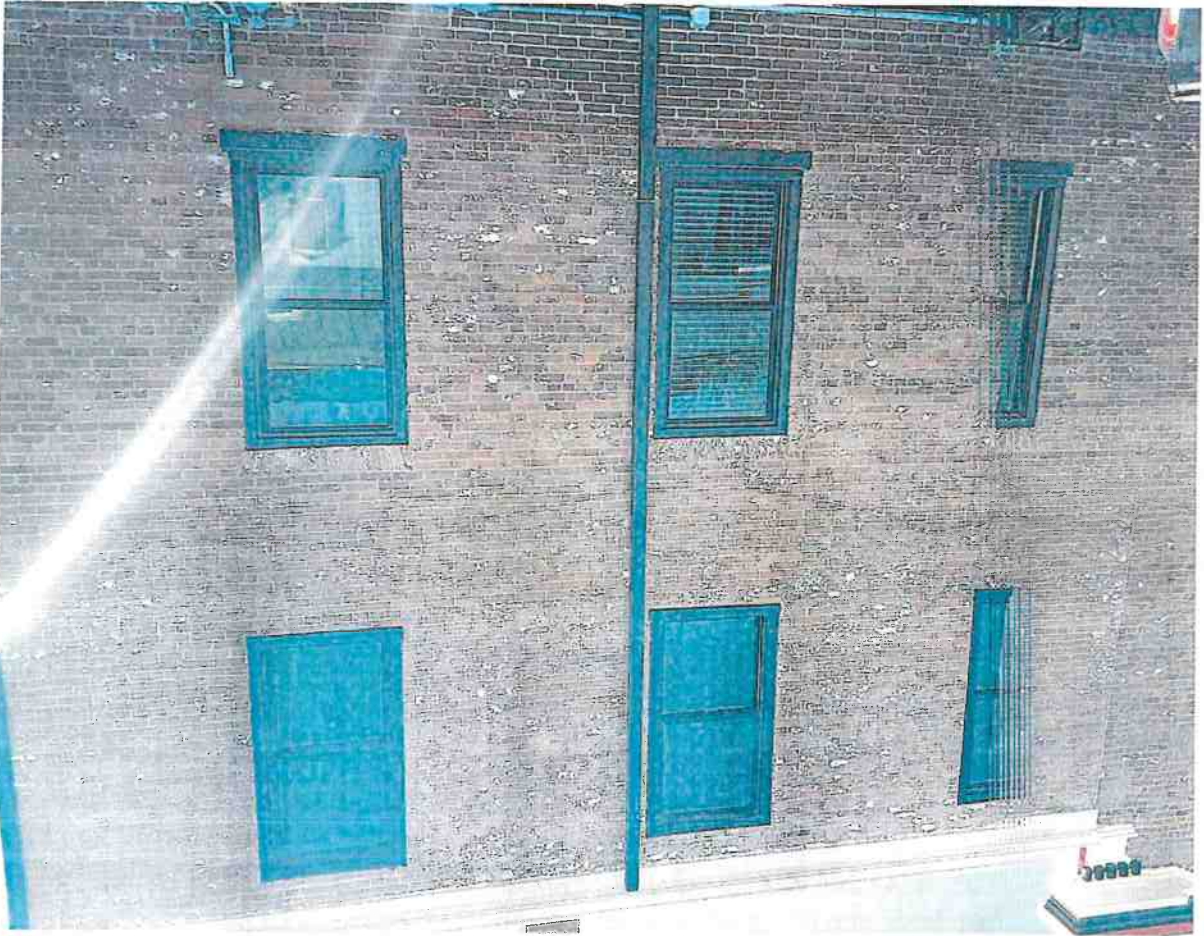
427











**Glass Unlimited, Inc.****INVOICE Paid in Full**

807 Lanier Drive  
Madison, IN 47250  
Phone (812) 273-3622

DATE: APRIL 10<sup>TH</sup> 2023

**TO:**  
Michael & Starla Raley  
427 Mulberry Street  
Madison, IN 47250

**SHIP TO:**

PAID  
4/10/23

**COMMENTS OR SPECIAL INSTRUCTIONS:**

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
Randall Paul					Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
19	Sun, USA Clad, Architectural and Comfort-Tilt Windows with bright white finish painted interiors, Black aluminum clad exteriors and full extruded Screens.	Windows	21,040.00
		labor	6,000.00
SUBTOTAL			27,040.00
SALES TAX (ON MATERIALS)			1,472.80
SHIPPING & HANDLING			0.00
TOTAL DUE			Paid in full

Thank you for your business!



# MADISON

*Indiana*  
Planning, Preservation and Design

101 W Main St  
Madison, IN 47250  
(812) 265-8324

## P.A.C.E. Preservation & Community Enhancement Grant Program Final Report

Purpose: Application is hereby made to request the funding from the PACE Program. Forms must be accompanied by at least four photos showing the progress and one photo of the front of the building. Copies of all invoices and receipts must also be submitted.

### APPLICANT INFORMATION

Date: April 16, 2023  
Property Owner Name: Jarog Properties (Leslie Jackson)  
Mailing Street Address: 5127 W. Interstate Block Rd  
City: Madison State: IN Zip: 47250  
Phone (Preferred): 812-701-5508 Phone (Alternate): \_\_\_\_\_  
Email: jarogprop@gmail.com

### PROJECT INFORMATION

Street Address: 223 W. 1<sup>st</sup> Street  
Total Cost of Project (include all costs to complete the entire project): \$50,000  
Estimated Date of Completion of Work: April  
☐ Hilltop ☒ Downtown

### GRANT INFORMATION

☒ Rehabilitation (Downtown) Grant ☐ Curb Appeal (Hilltop) Grant ☐ Dilapidated Structures Grant ☐ Dangerous Buildings Grant  
Total Amount of Grant Awarded (can be obtained from the office): \$7,500  
Was a midpoint report submitted for this project? ☐ Yes ☒ No

### DESCRIPTION OF THE PROJECT

Please describe the project elements that have been completed. If a midpoint report was submitted, only include the list of project elements completed since that report was submitted.

New osb siding on all four sides of the house  
New window in front (wood window)

☐ Additional pages are attached.



## DETAILED PROJECT BUDGET WORKSHEET

List all major tasks that have been complete of the Project. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. If a midpoint report was submitted, only include the tasks completed since that report was submitted.

Task #	Description of Work and/or Material Please Reference Appropriate Quote (Must be attached)	Total Task Budget	Amount of Grant Funds (50% max)
	SAMPLE: Lumber and supplies per sales ad from Lowe's	\$1,076	\$538.00
1	wood siding → Bender's	1,027.20	
2	LP smart siding → Lowes	4,819.90	
3	screws + osb etc.	1,049.60	
4	outside trim → lowe	471.31	
5	window - Menards	1,163.77	
6	Contractor - installation	6,800	
7	<del>XXXX</del>		
8			
9			
10			
11			
12			
	Totals	15,331.78	

☐ Additional pages are attached.

I certify that the project was completed and that all required documents are included in my final report packet.

\_\_\_\_\_  
Applicant(s) Signature

\_\_\_\_\_  
Date

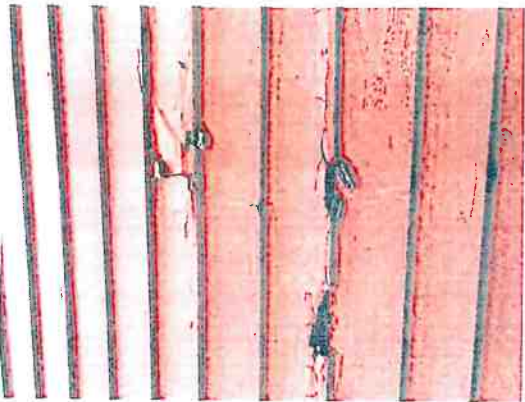


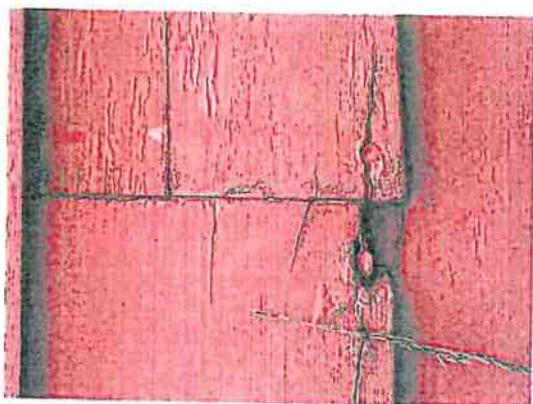
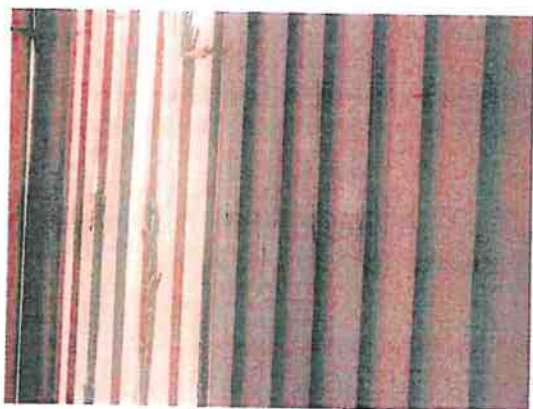


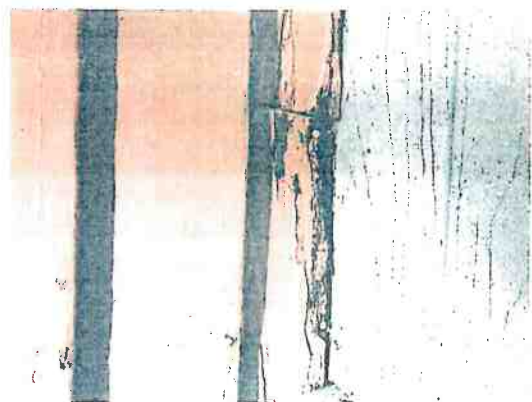
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Messages





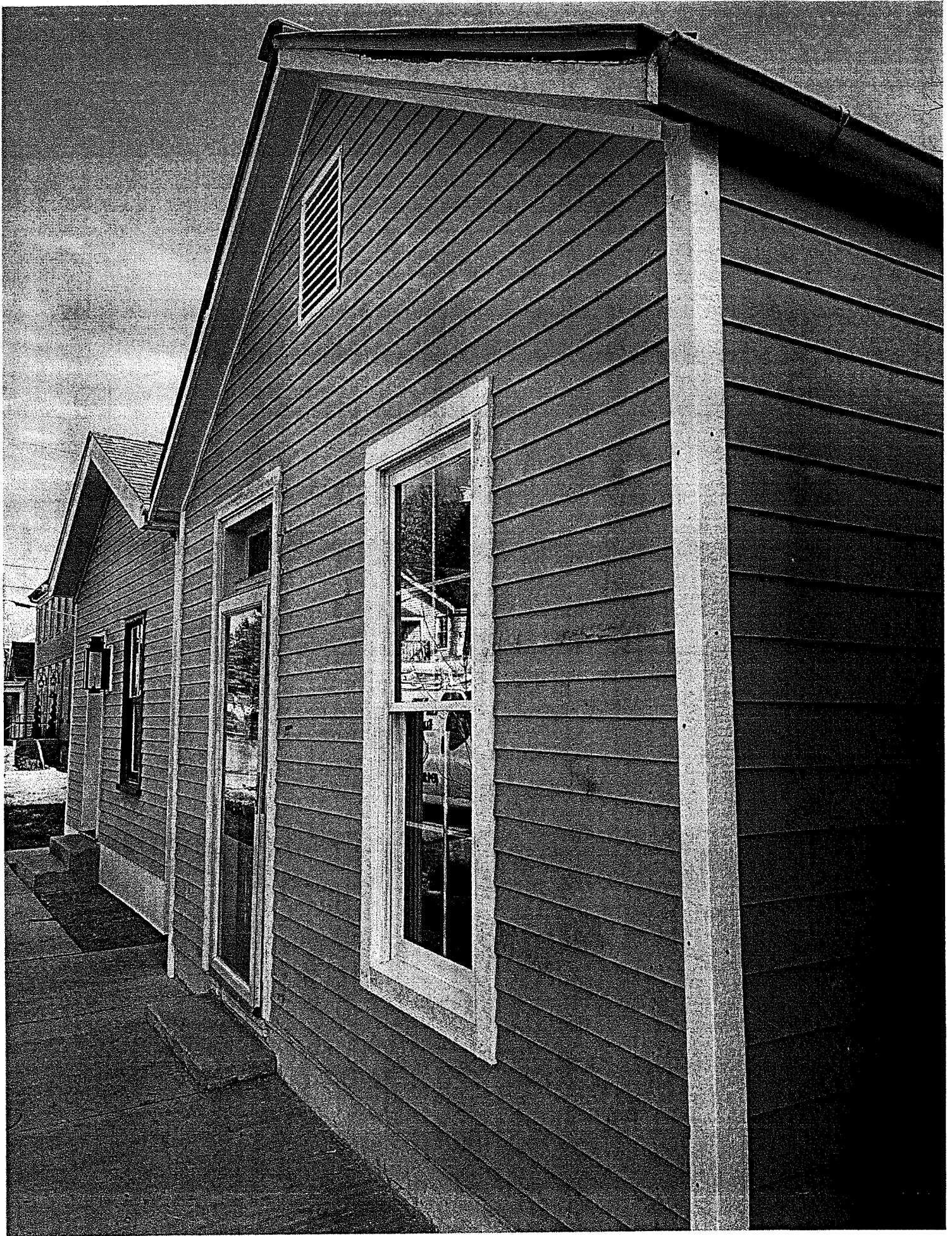








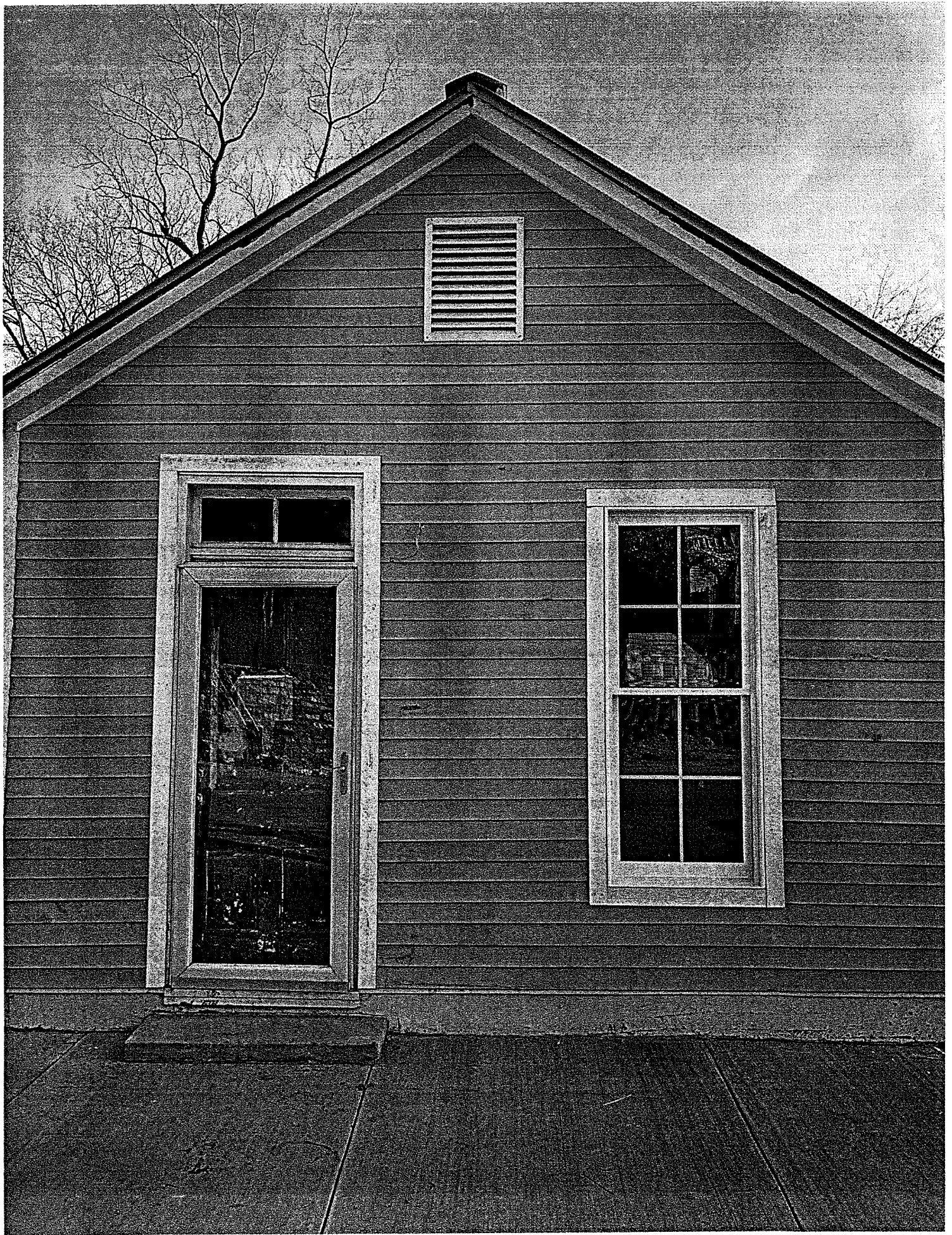








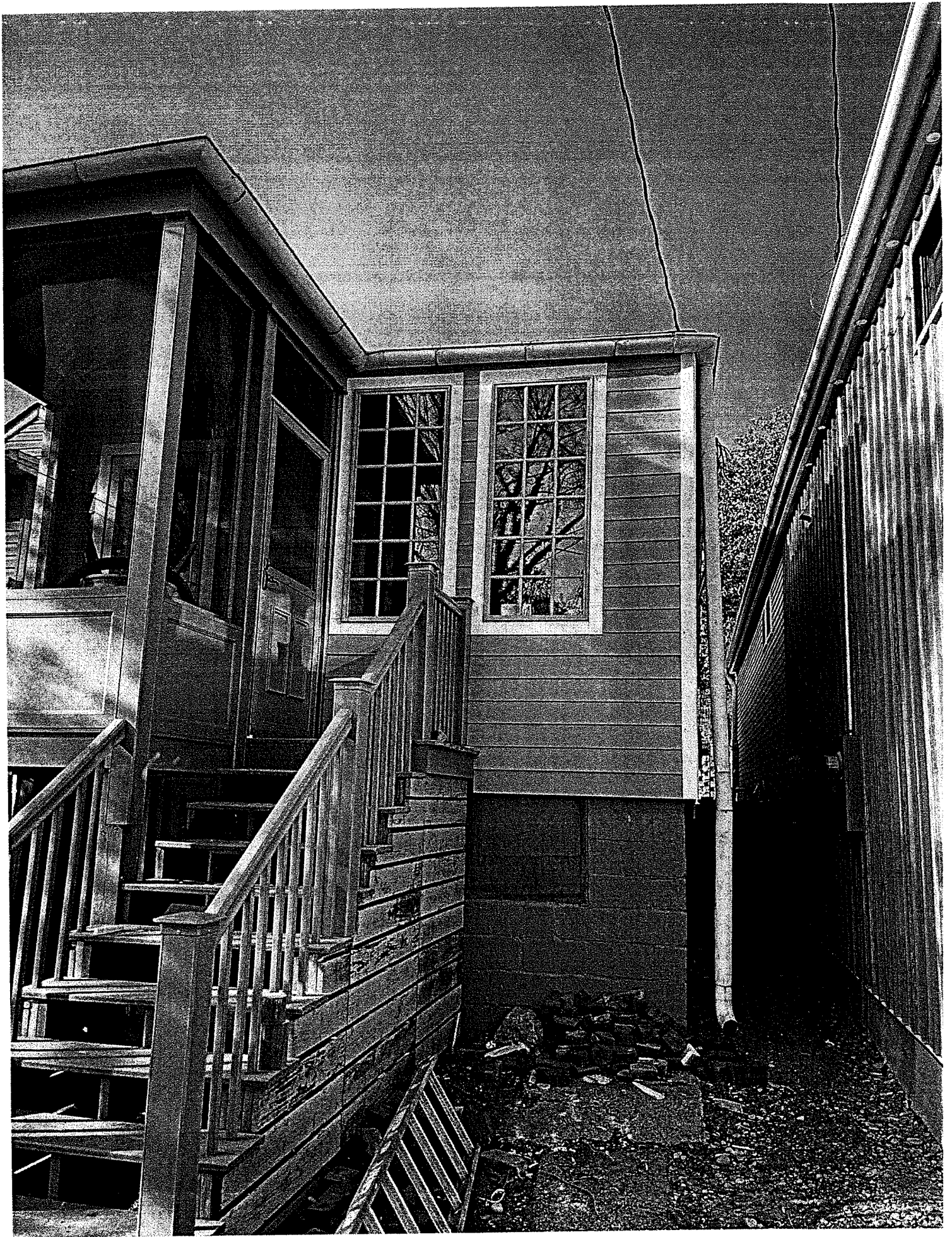


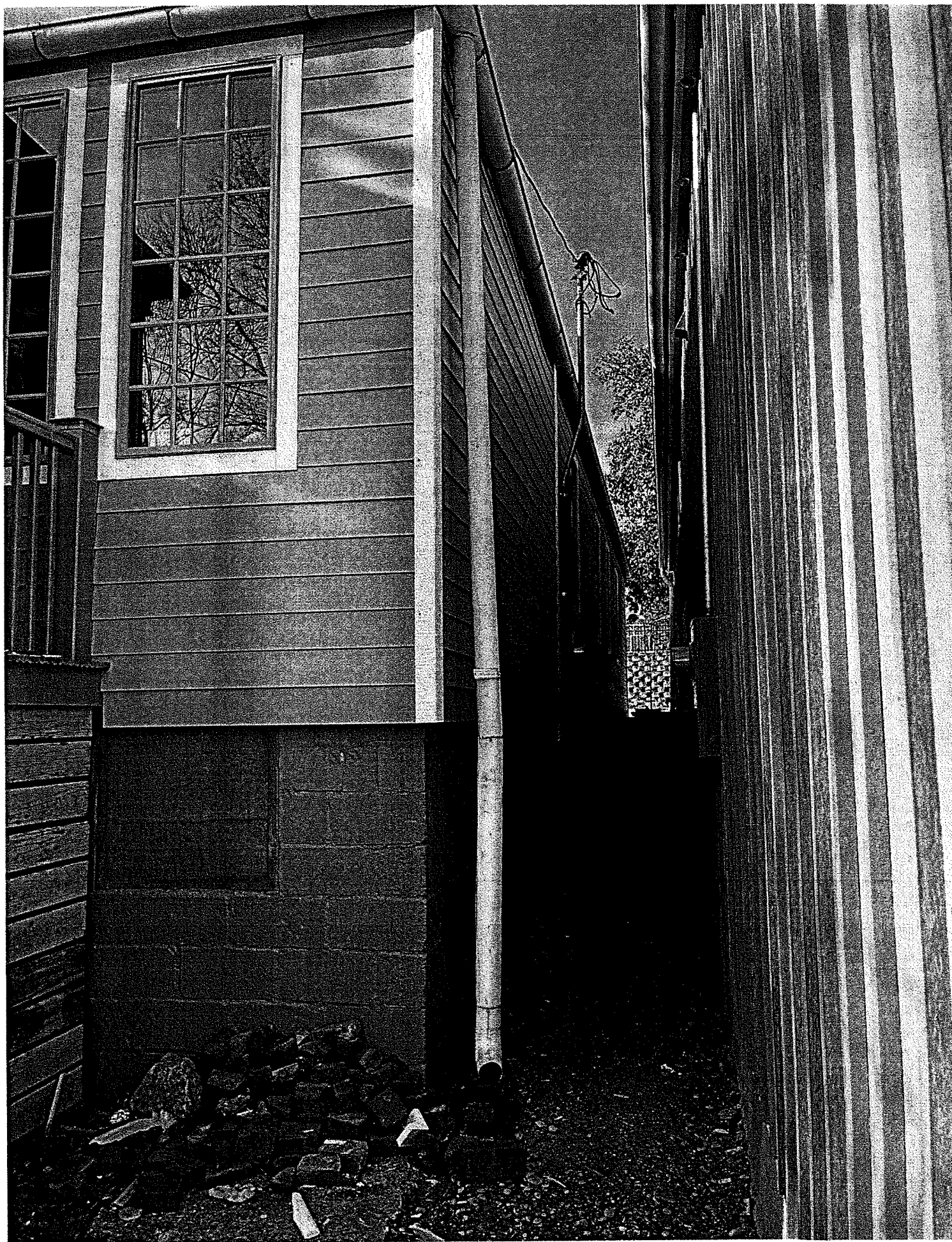




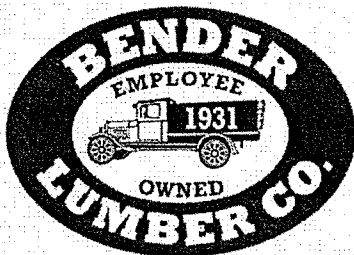












**MADISON**  
3700 N St Rd 7  
(812) 265-9737

<input type="checkbox"/> MON	<input type="checkbox"/> TUE	<input type="checkbox"/> WED	<input type="checkbox"/> THU	<input type="checkbox"/> FRI	<input type="checkbox"/> SAT	<input type="checkbox"/> SUN
<input type="checkbox"/> AM			<input type="checkbox"/> DELIVER			
<input type="checkbox"/> PM			<input type="checkbox"/> PICK UP			



LOADED BY	HELP ON JOB <input type="checkbox"/> YES <input type="checkbox"/> NO
DELIVERED BY	DATE DELIVERED
TRUCK	CHECKED BY

TYPE OF TRANSACTION	THANK YOU FOR YOUR BUSINESS	STORE NAME/NUMBER
Cash Invoice REPRINT		MADISON

SOLD: LESLIE JACKSON  
TO: CASH SALES LOUIS SAMS

CASH100

SHIP TO: (SAME AS SOLD TO UNLESS NOTED BELOW)  
812-701-5508  
223 W FIRST ST  
MADISON

CUST CODE	TIME	INVOICE NO.	INV DATE	SMAN	WRT BY	C.O.D. AMOUNT	ORDER DATE	SHIP DATE
CASH100	11:30	8 109093	02/21/23	100	404			

REC #

REFERENCE NO.	CUSTOMER ORDER NO.	SALESMAN
50435		Jessica Simpson

LINE	ITEM NO.	QTY ORD	QTY SHPD	DESCRIPTION	UNITS	PRICE/UNIT	EXTENSION
1	SOBLDMAT	40	40	6" BELSIDING PRIME 204368	40.000	23.000 EA	920.00
				Total Ship Units: 40.000 EA			

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for Members Only Specials!

SUB-TOTAL	DEL CHG	TAX %	TAX AMT	TOTAL
920.00	40.00	7.000	67.20	1027.20

Card: 1027.20 Type: MC

Deposit  
Amount Due

REC'D BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Page # 1  
OFFICE COPY

Mail Payments to:

LOWE'S  
P.O. BOX 530954  
ATLANTA, GA 30353-0954

JAROQ PROPERTIES

Account : 9900 440116 4  
Store/City: 1735 / MADISON, IN  
Buyer: ROQUE JODI

Date of Sale: 10/17/22  
Invoice: 997114 -KDMNHN  
P.O. / JOB: 223 1ST

SHIP TO:

EDWARD FREDERICK  
223 W 1ST ST  
MADISON, IN 47250

S.K.U.

DESCRIPTION

QUANTITY UNIT PRICE EXT. PRICE

000000000088997	SOS SMARTSIDE SIDING	198.00	EA	20.79	4116.42
000000000088997	SOS SMARTSIDE SIDING	4.00	EA	79.99	319.96
000000000088997	SOS SMARTSIDE SIDING	5.00	EA	13.64	68.20

Subtotal 4,504.58

Tax 315.32

Balance Due: 4,819.90

LOWE'S  
P.O. BOX 530954  
ATLANTA, GA 30353-0954

Date of Sale: 10/13/22  
Invoice: 964421 -KBRYAD  
P.O. / JOB:

RTIES  
00 440116 4  
35 / MADISON, IN  
QUE JOD)

ST STREET  
N 47250

DESCRIPTION

QUANTITY	UNIT	PRICE
32.00	EA	24.42
10.00	PC	8.57
70.00	PC	4.97
6.00	PC	9.10
50.00	EA	11.92
30.00	WB	11.95
60.00	EA	36.70
1.00	EA	0.00
1.00	EA	20.00

23/32 CAT T-G OSB SUBFLOO  
2-4-16 TOP CHOICE KD WHIT  
2-4-10 TOP CHOICE KD WHIT  
2-6-12 TOP CHOICE KD WHIT  
7/16 CAT OSB SHEATHING  
GT 1/2 X 4 X 8 LITE GB  
SMARTCORE TIPTON OAK 18.3  
PROMOTIONAL DISCOUNT APPL  
DELIVERY FEE

14

Tax: 311.23

Balance Due:

LOWE'S  
P.O. BOX 530954  
ATLANTA, GA 30353-0954

**From:** Jodi Roque  
**Sent:** Sunday, April 16, 2023 2:54 PM  
**To:** Galanjackson69@gmail.com  
**Subject:** Fwd: Your Lowe's Purchase Receipt

----- Forwarded message -----

**From:** Lowe's Home Improvement <[do-not-reply@receipt.lowes.com](mailto:do-not-reply@receipt.lowes.com)>  
**Date:** Mon, Apr 10, 2023 at 1:43 PM  
**Subject:** Your Lowe's Purchase Receipt  
**To:** <[jarogprop@gmail.com](mailto:jarogprop@gmail.com)>



## Your Lowe's Receipt

Thanks for shopping at Lowe's. Use this just like you would a paper receipt for proof of purchase, record keeping, returns and more.

**LOWE'S HOME CENTERS, LLC**  
**511 IVY TECH DRIVE**  
**MADISON, IN 47250**  
**(812) 801-2000**

**Transaction # : 24148610**  
**Order Date : 04/10/23 13:43:49**



**Item**

**Price**

1INX4INX12FT PVC BOARD

\$ 440.48

Item #: 238344

28.98 Discount Ea -1.45

16 @ 27.53



PROMOTIONAL DISCOUNT APPLIED \$ 0.00

Item #: 155670

1 @ 0.00

Invoice 23625 Subtotal \$ 440.48

Invoice 23625 Subtotal \$ 440.48

Subtotal \$ 440.48

Total Tax \$ 30.83

Total \$ 471.31

Total Discount: \$23.20

Total # of items purchased: 16  
Excludes fees, services and special order items

Payment: LAR ending in 1164 \$ 471.31

AuthTime 04/10/23 13:43:43

AuthCD 000687

REFID 566647

Authorized Buyer JACKSON LESLIE

Account Name JAROQ PROPERTIES

Customer Code 223

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTIONDATE  
FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYSFROM  
TRANSACTION DATE FOR SOS OR DIRECT DELIVERYMERCHANDISE.

Order Date 04/10/23 13:43:49

Store # 1735

Terminal # 23

Store Manager SHORTY M BROWN

Tell us how we did! Enter for a chance to win!



STORE # 3329 JEFFERSONVILLE  
4400 TOWN CENTER BLVD  
JEFFERSONVILLE, IN 47130

FAX: 812-258-2076  
EMAIL: JFSVBuildingmaterials@menards.com

**SPECIAL ORDER CONTRACT  
GUEST COPY**

JFSV30166039



PAGE 1 of 3

**GUEST NAME - ADDRESS - PHONE**

leslie jackson  
5027 w interstat block rd.  
MADISON, IN 47250  
Phone: 8127015508  
Email: corjackconstruction@gmail.com

**Additional Information:**

Design #: 332956244218

**IMPORTANT**

1. Verify quoted product and quantity
2. Product will be ordered upon payment
3. Track order on Menards.com
4. Pick up order within 14 days of arrival at store
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**SOLD BY**

2223755

**ORDER DATE**

1/17/2023

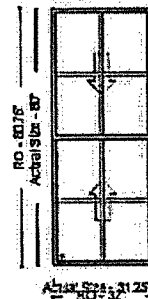
Estimated arrival:

5/30/2023

Email Notifications: corjackconstruction@gmail.com

SMS Notifications: 8127015508

QTY ORDERED	DESCRIPTION	SKU	UNIT PRICE	EXTENDED PRICE
1	Online Patio Door Store JeldwenWood JELD-WEN Clad W-5500 31.25 W x 80 H Double Hung RO Width=32 RO Height=80.75 Frame Width=31.25 Frame Height=80 Double Hung Assembly = Full Unit Exterior Trim Type = Nail Fin (Standard) Country Where Unit Will Be Installed = USA (Certified) Upper Sash Options = Standard Double Hung Sash Split = Even Divide Measurement Type = Rough Opening Size Rough Opening Width = Custom Size Custom Rough Opening Width = 32 Rough Opening Height = 80 3/4" Interior Material Type = Auralast Pine Interior Finish Type = Natural Interior Finish = Unfinished Exterior Finish = Brilliant White Sash to Match Exterior Frame Finish = Yes Exterior Sash Finish = Brilliant White Extension Jamb = 4 9/16" Performance Grade Rating = PG 35	4000366	\$1,163.77	\$1,163.77



Product must be paid for before it will be ordered from our vendor. Prices shown are valid today only.

**READ THIS CONTRACT CAREFULLY.** The terms and conditions set forth in this document are a complete and final expression of the parties. The contract cannot be altered except by written instrument explicitly signed and executed by the General Manager. Any and all claims under this contract must be brought within one year of purchase. "Custom made" special order merchandise purchased from Menards is **NON-REFUNDABLE**. Purchaser is responsible for providing to Menards all measurements, sizes, and colors stated above. Purchaser's exclusive remedy, if any product is defective or fails to conform to the terms of the contract, is replacement of the product. All defects and non-conformities must be reported to Menards within 3 days of receiving the product. Purchaser understands that all product is sold "AS IS," and the manufacturer's warranty, if any, is controlling. **MENARDS MAKES NO WARRANTIES, EXPRESS OR IMPLIED AS TO THE MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF THE PRODUCT.** There are no representations that the products listed herein meet local, state, or federal code requirements. Menards liability shall not exceed the purchase price of the products sold. **MENARDS SHALL NOT BE LIABLE FOR ANY SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES.** Menards agrees to email Purchaser when the product is available for pick-up. If Purchaser fails to provide an email address, it is Purchaser's responsibility to check the status of the order by visiting Menards.com. If Purchaser refuses or fails to pick up the product within 14 days from the date of its availability, Menards may liquidate the product and shall be entitled to a 25% restocking fee. Menards may withhold any payment received as partial satisfaction. Purchaser agrees that Menards is not liable if the vendor, which supplies the product on this contract, fails to perform. Purchaser agrees that any and all controversies or claims arising out of or relating to this contract, or the breach thereof, shall be settled by binding arbitration administered by the American Arbitration Association under its applicable Consumer or Commercial Arbitration Rules. Purchaser agrees that all arbitrators selected shall be attorneys. This provision shall supersede any contrary rule or provision of the forum state. **YOUR PURCHASE OF THE PRODUCT ON THIS CONTRACT CONSTITUTES YOUR AGREEMENT TO ALL TERMS AND CONDITIONS STATED ABOVE.**

(CONTINUED ON NEXT PAGE)

For the most accurate and up-to-date status of your order,  
please visit:

[www.menards.com](http://www.menards.com)

If this is a partial pickup, please verify all quantities/items  
being signed for. Menards is not responsible for shortages  
after leaving the yard.





STORE # 3329 JEFFERSONVILLE  
4400 TOWN CENTER BLVD  
JEFFERSONVILLE, IN 47130

FAX: 812-258-2076

EMAIL: JFSVBuildingmaterials@menards.com

JFSV30166039



PAGE 2 of 3

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SOLD BY	ORDER DATE
2223755	1/17/2023
Estimated arrival:	5/30/2023

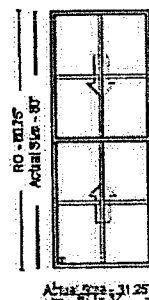
Email Notifications: corjackconstruction@gmail.com  
SMS Notifications: 8127015508

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5027 w interstat block rd.  
MADISON, IN 47250  
Phone: 8127015508  
Email: corjackconstruction@gmail.com

Additional Information:  
Design #: 332956244218

QTY ORDERED	DESCRIPTION	SKU	UNIT PRICE	EXTENDED PRICE
	<p>Drip Cap = Color Match Metal Hardware Finish - Interior = White Number of Locks = 1 Screen Options = No Screen Energy Star Zone = Energy Star - North-Central Glass Energy Efficiency = Energy Star Installation Zip Code = 47250 Glass Energy Options = SunResist with HeatSave Energy Star Low-E Options = SunResist with HeatSave Glass Type - Top Sash = Standard Glass Type - Bottom Sash = Tempered Glass Type = Define Panel Glass Type Separately Neat Glass = No Glass Thickness = Standard Default Thickness Protective Film = Protective Film Glass Spacer Color = Silver Spacer Air Space Options = Argon Glazing Stop Style = Traditional Grille Type = 5/8" Flat GBG Grille Location in Glass = All Lite(s) Grille Finish = Brilliant White Grille Pattern = Colonial Number of Squares Wide - Top = 2 Number of Squares Wide - Bottom = 2 Number of Squares High - Top = 2</p>			



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PAGE 3 of 3

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**SOLD BY**

2223755

**ORDER DATE**

1/17/2023

Estimated arrival:

5/30/2023

Email Notifications: corjackconstruction@gmail.com

SMS Notifications: 8127015508

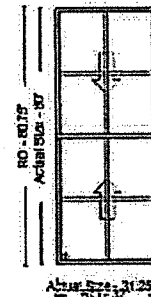
**QTY ORDERED DESCRIPTION**

**SKU**

**UNIT PRICE**

**EXTENDED PRICE**

Number of Squares High - Bottom = 2  
Bottom Rail Option = Standard  
Jamb Liner = White Jamb Liner  
Secondary Vent Stop / Sash Limiter = Window Opening Contro  
Window Egress = Does Not Meet Egress  
Energy Star Qualified = Northern; North-Central; South-Cen  
U-Factor = 0.26  
Solar Heat Gain Coefficient = 0.18  
Condensation Resistance = 49  
Visible Light Transmittance = 0.41  
CPD# = JEL-N-880-03859-00001  
Is this a Reorder? = No  
MenardsSKU = 4000366  
None



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SUB-TOTAL: \$1,163.77  
SHIPPING: \$0.00  
PRE-TAX TOTAL: \$1,163.77  
VENDOR: JeldwenWood

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787980

Joe Gibson  
302-723-3113

TERMS

DATE 4-12-23

Statement

TO

Alan Jackson  
1st St  
Madison TN

IN ACCOUNT WITH

\* Install Siding on Home.  
\* Install Cedar Siding on front  
and Hardie Board on Sides  
and Back.  
\* Install OSB and Tyvek  
on Entire Home AS WELL.

\* Moved To Windows To  
Back of Home.

Total Labor \$6,800.00