



# MADISON *Indiana*

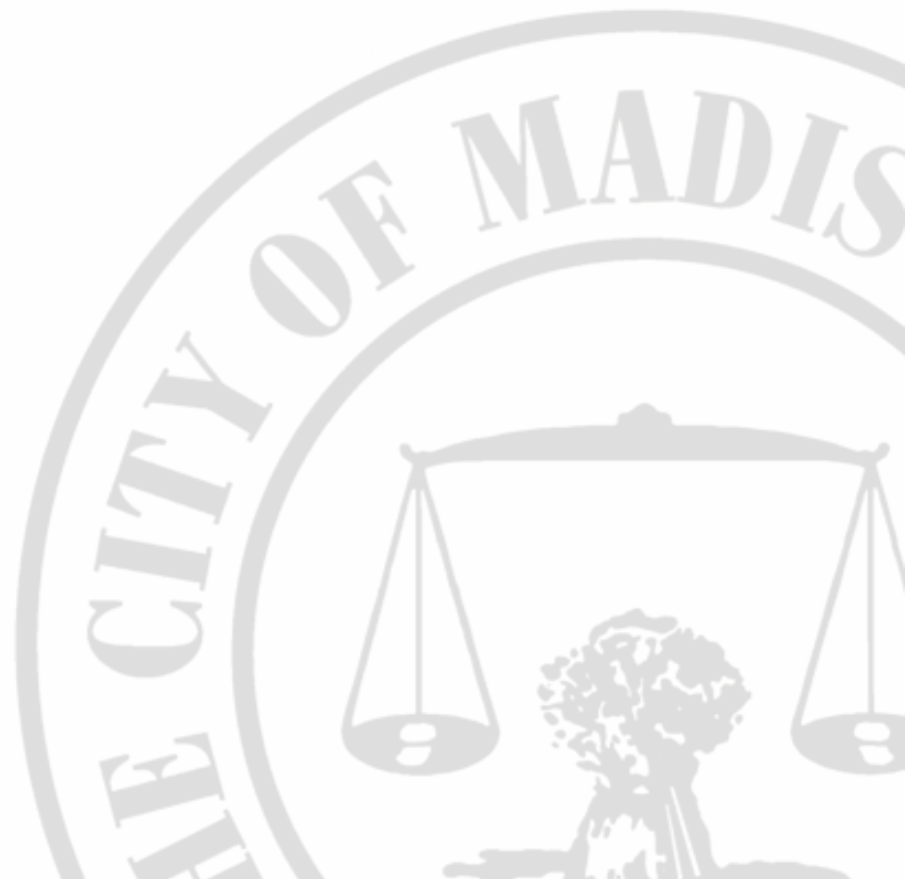
## Board of Public Works and Safety Agenda

**MEETING DATE:** Monday, March 17, 2025, 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
  - General
  - Payroll
- D. Adjustments
  - 708 W. Fourth Street
- E. New business
  - MPD Chief Shawn Scudder:
    - 10 Minute Parking Space at 108 E. Main Street
    - Shooting Range Recommendations
  - Resolution 2025-9B: Pakalana's Poke Wagon
  - Resolution 2025-10B: Life Choices Walk for Life
  - Resolution 2025-11B: Molly Dattilo Run/Walk
  - Resolution 2025-12B: Adopting Standards re. Vacant & Abandoned Structures
  - City Controller, Mindy McGee: Professional Services Agreement with Jacobi Toombs & Lanz
  - Parks Events, Brett Ricketts: Contract with BYB Event Services
  - PACE, Brenna Haley:
    - 8 Applicants: 1 W. 6<sup>th</sup>; 515 Jefferson, 418 E. 2<sup>nd</sup>; 403 W. 2<sup>nd</sup>; 311 East; 135 E. Main; 917 W. 1<sup>st</sup>; 805 E. 2<sup>nd</sup>; 1 Applicant for an extension to his previous grant: 215 East
    - 1 Final: 420 E. 2<sup>nd</sup>
- F. Unfinished business
  - Utilities Superintendent Brian Jackson  
CEI Certificate of Substantial Completion Storage Tanks Rehabilitation Division B: Tabled 3/3/25
- G. Mayor's comments
- H. Public comments
- I. Next Meeting: **Monday, April 7, 2025**
- J. Motion to adjourn.

*City of Madison acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. To assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, etc.) for participation in or access to City sponsored public programs, services and/or meetings, the City requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and/or meeting. To plan, contact ADA Coordinator at 812-265-8300.*





# MADISON *Indiana*

## Board of Public Works and Safety Minutes

**MEETING DATE:** Monday, March 3, 2025, 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 were present (3-0).

**Approval of Minutes:** Eaglin moved to approve the February 18, 2025, minutes, seconded by Carlow. All in favor, motion carried (3-0).

**Claims—General/Payroll:** Carlow moved to approve the general and payroll claims as submitted, seconded by Eaglin. All in favor, motion carried (3-0).

**Adjustments:** None.

### **New business:**

#### **CEI Memo: Wells Dr. Lift Station Improvements Phases 1-3 – Commonwealth Engineering Rob**

**Bellucci:** The next priority in the wastewater projects is addressing and upgrading the Wells Drive Lift Station. While the station has been a reliable asset for the city, it is aging and beginning to deteriorate. Wastewater staff have been investing time and money into ongoing repairs, making it necessary to consider a full upgrade to meet modern standards. The project is planned in three phases: Phase One involves installing flow meters in the sewer system, Phase Two includes smoke testing, and Phase Three focuses on the actual upgrades once funding is secured.

#### **CEI Task Order 2025-01: Wells Dr. Lift Station Sub-Basin Flow Metering Phase 1 – Utilities**

**Superintendent Brian Jackson:** Brian and Rob are asking that the board approve Phase one for the installation of flow meters in the sewer system. **Motion:** Carlow moved to approve CEI Task Order 2025-1, seconded by Eaglin. All in favor, motion carried (3-0).

#### **CEI Certificate of Substantial Completion Storage Tanks Rehabilitation Division B – Utilities**

**Superintendent Brian Jackson:** The item was tabled for the next meeting because the company did not complete everything it needed today. **Motion:** Courtney moved to table the CEI Certificate of Substantial Completion, seconded by Carlow. All in favor, motion carried (3-0).

#### **INDOT Culvert Project Water/Sewer Line Relocation SR 7 – Utilities Superintendent Brian**

**Jackson:** Brian Jackson presented two INDOT Highway Utility Agreements for the appropriation of funds related to INDOT Project DES 1800996, a small structure project on State Road 7. The Board approved an appropriation of \$16,154.90 for the relocation of the water line and \$13,443.08 for the relocation of the sewer line. **Motion:** Courtney moved to approve the INDOT Culvert Project Water/Sewer Line Relocation SR 7, seconded by Carlow. All in favor, motion carried (3-0).

**Professional Services with OHM – Director of Planning Nicole Schell:** This annual contract with OHM covers stormwater services, including membership in the Southern Indiana Stormwater Advisory Committee. OHM provides support on an as-needed basis, assisting the city with documentation and permit requirements through IDEM. The contract amount will not exceed \$20,000. **Motion:** Carlow moved to approve the contract for professional services with OHM, seconded by Eaglin. All in favor, motion carried (3-0).

**Resolution 2025-4B: CASA Rumble on the River Car Show:** Whitney Roberts, on behalf of CASA of Jefferson County, has submitted a request for street and parking lot closures for the Rumble on the River Car Show on Saturday, May 24, 2025. The request includes closing Vaughn Drive from the east side of Mill Street to the west side of Jefferson Street, Poplar Street for resident parking only, Central Avenue for resident parking only, Vine Street, Elm Street, and Jefferson Street from Vaughn Drive north to First Street, West Street south of the Heritage Apartment parking lot entrance to Vaughn Drive, and the City parking lot between Poplar Street and Central Avenue. The requested closures would be in effect from 6:00 a.m. to 6:00 p.m. on the event date. **Motion:** Courtney moved to approve Resolution 2025-4B with adjustments, seconded by Eaglin. All in favor, motion carried (3-0).

**Resolution 2025-5B: Summer Farmers Market:** Brittany Demaree and Austin Sims, on behalf of the Madison Farmers Market, have submitted a request for street and sidewalk closures in connection with the Summer Farmers Market, which will take place every Saturday from May 3, 2025, through September 27, 2025. The request includes closing both the northbound and southbound lanes of Broadway Street from the north side of Main Street to the south side of Third Street, as well as the sidewalks on the north side of Main Street from Main Street to Trinity United Methodist Church and 408 Broadway Street. The requested closures would be in effect from 7:00 a.m. to 1:00 p.m. each Saturday during the market season. **Motion:** Eaglin moved to approve Resolution 2025-5B, seconded by Carlow. All in favor, motion carried (3-0).

**Resolution 2025-6B: Riverfront Wine Stein & Barrel:** J.D. Webster, on behalf of the Madison Riverfront Development Committee, has submitted a request for a street closure in connection with the Wine, Stein & Barrel event on Saturday, June 21, 2025. The request includes closing Vaughn Drive between West Street and Broadway Street from 3:00 p.m. to 10:00 p.m. **Motion:** Carlow moved to approve Resolution 2025-6B, seconded by Eaglin. All in favor, motion carried (3-0).

**Resolution 2025-7B: MMS Music in the Park:** Lindsay Holley, on behalf of the Madison Main Street Program, has submitted a request for street and parking space closures for the 2025 Music in the Park events on June 13, July 11, August 8, and September 12. The request includes reserving Central Avenue between First Street and Vaughn Drive for golf cart parking only and designating parking spaces on the south side of First Street, north of Bicentennial Park, for residential parking from 12:00 p.m. to 10:00 p.m. Additionally, parking spaces along Bicentennial Park on the north side of Vaughn Drive and south of the park would be reserved for food truck parking during the same hours. **Motion:** Courtney moved to approve Resolution 2025-7B, seconded by Eaglin. All in favor, motion carried (3-0).

**Resolution 2025-8B: Riverfront Poker Run:** J.D. Webster, on behalf of the Madison Riverfront Development Corporation, has submitted a request to close Vaughn Drive between West Street and Broadway Street on Saturday, October 4, 2025, from 8:00 a.m. to 6:00 p.m. for the Golf Cart/UTV Poker Run event. Participants will be required to follow all traffic regulations for golf carts and UTVs

outside of the designated event area. **Motion:** Courtney moved to approve Resolution 2025-8B, seconded by Carlow. All in favor, motion carried (3-0).

**Update on Moody Park and Lanthier Winery:** The council for Moody Park filed a motion for summary judgment, which was followed by hearings and briefings. The court ultimately denied the motion. After the denial, Moody Park owner James Cunningham filed for an interlocutory appeal. The case went to the Court of Appeals, which declined to hear the matter. As a result, the case has now returned to the circuit court.

Similar to the Moody Park case, Lanthier Winery filed a declaratory judgment action, arguing that the Historic Board's order was not properly issued. The court ruled in favor of the board, upholding its decision. However, the city believes the winery has not complied with the order and has filed legal action to enforce it. That litigation is currently ongoing.

**Mayor's Comments:** None.

**Public comment:** None.

**Next meeting:** Monday, March 17, 2025, at 11:30 AM.

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

Attested:

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**Shirley Rynearson, Clerk-Treasurer**

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**Mayor Bob Courtney**

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**Karl Eaglin**

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**David Carlow**



CITY OF MADISON WATER AND SEWER DEPARTMENT

Customer had leak from broken water line on billing for 1 month. Adjust billing for wastewater back to average usage.

( SEE ATTACHED DOCUMENTATION )

ACCOUNT NAME: JOSHUA BOWLDS

ADDRESS: 708 W FOURTH

ACCOUNT #: 26-64629-13

	Date	Water	Tax	Hyd Sprk	Penalty Water	Sewer	Penalty Sewer	Trash	Penalty Trash	Total
Billed=	2/13/25	0.00	0.00	0.00	0.00	2554.69	0.00	0.00	0.00	2554.69
Gal Used	313,600									
SHB =	2,000	0.00	0.00	0.00	0.00	21.38	0.00	0.00	0.00	21.38
	Reading									
Adjustment		0.00	0.00	0.00	0.00	2533.31	0.00	0.00	0.00	<b>2533.31</b>

**Total Amount of Adjustment:** -\$2,533.31

**SIGNED:** \_\_\_\_\_

**DATED:** 3/10/2025

City of Madison  
**Consumption History - Detailed**  
 Sort Order: Date

Limited to : Account No 266462913 Location No 2664629

Location No.	Customer No.	Customer Name	Location Address			Revenue Class		Route							
			Service	Bill Date	Rate Code	Units	SerialNo	Meter Size	Prior Read	Prior Read Date	Current Read	Current Read Date	Actual	Adjusted	Billed
2664629	266462913	JOSHUA BOWLDS													
Water	2/13/2024	1	gal	3119220	5/8"	691.00	12/16/2023	3,827.00	02/12/2024	313,600.00	0.00	313,600.00	917.57		
Water	1/12/2024	1	gal	3119220	5/8"	654.00	11/20/2023	691.00	12/16/2023	3,700.00	0.00	3,700.00	15.58		
Water	12/13/2023	1	gal	3119220	5/8"	648.00	10/17/2023	654.00	11/20/2023	800.00	0.00	800.00	12.63		
Water	11/14/2023	1	gal	3119220	5/8"	644.00	09/21/2023	648.00	10/17/2023	400.00	0.00	400.00	12.63		
Water	10/12/2023	1	gal	3119220	5/8"	627.00	08/23/2023	644.00	09/21/2023	1,700.00	0.00	1,700.00	12.63		
Water	9/13/2023	1	gal	3119220	5/8"	610.00	07/21/2023	627.00	08/23/2023	1,700.00	0.00	1,700.00	12.63		
Water	8/14/2023	1	gal	3119220	5/8"	587.00	06/20/2023	610.00	07/21/2023	2,300.00	0.00	2,300.00	12.63		
Water	7/12/2023	1	gal	3119220	5/8"	579.00	05/24/2023	587.00	06/20/2023	800.00	0.00	800.00	12.63		
Water	6/13/2023	1	gal	3119220	5/8"	561.00	04/22/2023	579.00	05/24/2023	1,800.00	0.00	1,800.00	12.63		
Water	5/12/2023	1	gal	3119220	5/8"	541.00	03/21/2023	561.00	04/22/2023	2,000.00	0.00	2,000.00	12.63		
Water	4/12/2023	1	gal	3119220	5/8"	506.00	02/19/2023	541.00	03/21/2023	3,500.00	0.00	3,500.00	14.74		
Water	3/14/2023	1	gal	3119220	5/8"	477.00	01/23/2023	506.00	02/19/2023	2,900.00	0.00	2,900.00	12.63		
Water	2/14/2023	1	gal	3119220	5/8"	450.00	12/18/2022	477.00	01/23/2023	2,700.00	0.00	2,700.00	12.63		
Water	1/12/2023	1	gal	3119220	5/8"	443.00	11/21/2022	450.00	12/18/2022	700.00	0.00	700.00	12.63		
Water	12/13/2022	1	gal	3119220	5/8"	435.00	10/21/2022	443.00	11/21/2022	800.00	0.00	800.00	12.63		
Water	11/15/2022	1	gal	3119220	5/8"	410.00	09/20/2022	435.00	10/21/2022	2,500.00	0.00	2,500.00	12.63		
Water	10/13/2022	1	gal	3119220	5/8"	379.00	08/19/2022	410.00	09/20/2022	3,100.00	0.00	3,100.00	13.05		
Water	9/13/2022	1	gal	3119220	5/8"	357.00	07/20/2022	379.00	08/19/2022	2,200.00	0.00	2,200.00	12.45		
Water	8/12/2022	1	gal	3119220	5/8"	338.00	06/22/2022	357.00	07/20/2022	1,900.00	0.00	1,900.00	7.11		
Water	7/13/2022	1	gal	3119220	5/8"	308.00	05/18/2022	338.00	06/22/2022	3,000.00	0.00	3,000.00	7.11		
Water	6/14/2022	1	gal	3119220	5/8"	237.00	04/22/2022	308.00	05/18/2022	7,100.00	0.00	7,100.00	16.16		
Water	5/12/2022	1	gal	3119220	5/8"	126.00	02/01/2022	237.00	04/22/2022	11,100.00	0.00	11,100.00	24.36		

Service	Units	Rate Code	Actual	Adjusted	Billed	Charges
Water	gal	1	370,100.00	0.00	370,100.00	1,192.32
<b>Total Water - gal</b>			<b>370,100.00</b>	<b>0.00</b>	<b>370,100.00</b>	<b>1,192.32</b>

**Turnkey Communities**  
**Stoney Brook**

700 Block of W 4<sup>th</sup> St – Madison, IN 47250



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**Water/Sewer Adjustment Request**

January 15th, 2025

Dear City of Madison Water Department,

I am writing to inform you that we have repaired a water leak at **708 W 4th St, Madison, IN 47250** using parts we had on hand in our maintenance garage.

The leak occurred between January and April 2024 and was located in a line underneath the home.

The water that leaked out was absorbed into the ground under the home.

If you need any further information or have any questions, please feel free to contact us at 812-717-3536.

Thank you for your time and assistance.

Sincerely,

Management



**RESOLUTION 2025-9B**

**A RESOLUTION OF THE BOARD OF PUBLIC  
WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA  
REGARDING PARKING SPACE CLOSINGS FOR  
PAKALANA'S POKE WAGON**

WHEREAS, there has been a request filed by Isa Center on behalf of Pakalana's Poke Wagon for the closure of two (2) parking spaces in front of the James Dell clothing store located at 108 West Main Street to allow its Food Truck to park and operate for food vending during the James Dell Hawaiian Luau to be held on March 22, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that two (2) parking spaces located in front of the James Dell clothing store at 108 West Main Street shall be closed from 10:00 p.m. on March 21, 2025 through 6:00 p.m. on March 22, 2025 to allow Pakalana's Poke Wagon to park its Food Truck to set up for food vending.

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 Pakalana's Poke Wagon at the times noted above for the year 2025.

ADOPTED this 17th day of March, 2025.

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

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

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

(SEAL)

ATTEST:

\_\_\_\_\_  
Shirley Rynearson, Clerk-Treasurer

**RESOLUTION 2025-10B**

**A RESOLUTION OF THE BOARD OF PUBLIC  
WORKS AND SAFETY OF THE CITY OF  
MADISON, INDIANA REGARDING STREET CLOSINGS  
FOR THE LIFE CHOICES CLINIC WALK FOR LIFE**

WHEREAS, there has been a request filed by Lisa Perry, Executive Director of the Life Choices Clinic, for street closings in connection with the Life Choices Clinic Walk for Life to be held on Saturday, May 3, 2025.

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 8:00 a.m. to 12:00 p.m. on Saturday, May 3, 2025:

1. Vaughn Drive from Vernon Street to the alley gravel lot between East Street and St. Michael's Avenue; and
2. Vernon Street from First Street to Vaughn Drive.

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 Life Choices Clinic at the times noted above for the year 2025.

ADOPTED this \_\_\_\_ day of March, 2025.

\_\_\_\_\_  
Bob G. Courtney, Mayor

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

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

(SEAL)

ATTEST:

\_\_\_\_\_  
Shirley Rynearson, Clerk-Treasurer

**RESOLUTION 2025-11B**

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

WHEREAS, there has been a request filed by Paul Kelly of the Molly Dattilo 5K Run/Walk committee for street closings for said group in connection with the annual Molly Dattilo 5K Run/Walk to be held on Saturday, May 10, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA, that Vaughn Drive between West Street and Poplar Street shall be closed from 5:30 a.m. to 11:15 a.m. on Saturday, May 10, 2025.

BE IT FURTHER 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 11:15 a.m. on Saturday, May 10, 2025:

1. Vaughn Drive from Vernon Street to Ferry Street and through the City campground;
2. St. Michael's Avenue from Vaughn Drive to First Street;
3. First Street from St. Michael's Avenue to Vernon Street;
4. Second Street from Elm Street to Vine Street; and
2. Vernon Street from Vaughn Drive to First 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 Molly Dattilo 5K Run/Walk committee at the times noted above for the year 2025.

ADOPTED this \_\_\_\_ day of March, 2025.

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

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

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

(SEAL)

ATTEST:

\_\_\_\_\_  
Shirley Rynearson, Clerk-Treasurer

**RESOLUTION 2025-12B**

**A RESOLUTION OF THE BOARD OF PUBLIC  
WORKS AND SAFETY OF THE CITY OF  
MADISON, INDIANA RECOMMENDING ADOPTING STANDARDS REGARDING VACANT AND  
ABANDONED STRUCTURES**

WHEREAS, the Indiana General Assembly has found that vacant, deteriorated structures create a serious and substantial problem in urban areas and are public nuisances per Indiana Code §36-7-9-4.5(j)(2024).

WHEREAS, The City of Madison expends significant resources and staff time to respond to problems associated with vacant, abandoned, unsafe, and nuisance properties including over 1,175 nuisance and unsafe structures cases in the past three years.

WHEREAS, owners of Vacant and/or Abandoned Structures should be held accountable for the physical condition of their buildings. At a minimum they should prevent such buildings from exerting a negative influence on the well-being of neighborhoods where they are located; and

WHEREAS, it has been recommended that the requirements for the registration and abatement of vacant and abandoned structures in the City of Madison, Indiana be codified and known as "The Registration and Abatement of Vacant and Abandoned Structures Ordinance" of the City of Madison, Indiana. This ordinance should be construed liberally to affect its purpose and intent.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF MADISON, INDIANA that the creation of "The Registration and Abatement of Vacant and Abandoned Structures Ordinance" as outlined in Exhibit A attached hereto is approved and hereby recommended for passage by the Common Council of the City of Madison, Indiana.

ADOPTED this 17th day of March 2025.

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

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

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

(SEAL)

ATTEST:

\_\_\_\_\_  
Shirley Rynearson, Clerk-Treasurer

**ORDINANCE NO. 2025-4**

**AN ORDINANCE OF THE CITY OF MADISON ADOPTING STANDARDS  
REGARDING VACANT AND ABANDONED STRUCTURES**

WHEREAS, the Indiana General Assembly has found that vacant, deteriorated structures create a serious and substantial problem in urban areas and are public nuisances per Indiana Code §36-7-9-4.5(j)(2024).

WHEREAS, The City of Madison expends significant resources and staff time to respond to problems associated with vacant, abandoned, unsafe, and nuisance properties including over 1,175 nuisance and unsafe structures cases in the past three years.

WHEREAS, the Mayor and Common Council of the City of Madison find the following:

1. Vacant structures often become dilapidated and unsafe because the structures are not maintained and repaired by the owner(s) or person(s) in control of the structures.
2. Vacant structures attract children, become harborage for vermin, serve as temporary abodes for vagrants and criminals, and are likely to be damaged by vandals or set ablaze by arsonists.
3. Unkept grounds surrounding vacant structures invite dumping of garbage, trash, and other debris.
4. Many vacant structures are situated on narrow city lots and in close proximity to neighboring structures, thereby increasing the risk of extensive fire that destroys multiple properties or that foment insect and rodent infestation.
5. Vacant and deteriorated structures contribute to blight, cause a decrease in property values, elevate public safety risk, and discourage neighbors from making improvements to properties.
6. Structures that remain boarded up for an extended period of time also exert a blighting influence and contribute to the decline of the neighborhood by decreasing property values, discouraging persons from moving into the neighborhood, and encouraging persons to move out of the neighborhood.
7. Vacant structures often continue to deteriorate to the point that demolition of the structure is required, thereby decreasing available housing in a community and further contributing to the decline of the neighborhood and quality of life for its residents.
8. The blighting influence of vacant and deteriorated structures adversely affects property values and the tax revenues of local government; and

9. Vacant and deteriorated structures create a serious and substantial problem in the community and are public nuisances.

WHEREAS, the Mayor and Common Council also find that Vacant and/or Abandoned Structures may cause a hazard to public health, safety, and welfare.

WHEREAS, the Owners of Vacant and/or Abandoned Structures should be held accountable for the physical condition of their structures and the negative influence they exert on the well-being of neighborhoods where they are located.

WHEREAS, the Mayor and Common Council have determined that it is necessary to establish an Ordinance that provides for Vacant and/or Abandoned Structures registration and sets forth maintenance standards for vacant and abandoned structures.

WHEREAS, in recognition of the problems created by Vacant and/or Abandoned Structures, the Mayor and Common Council find that vigorous and disciplined action should be taken to ensure the proper maintenance and repair of vacant structures and encourages the City of Madison to adopt maintenance and repair standards and abatement goals appropriate for the community in accordance with this chapter and other statutes.

WHEREAS, it is the intent of the Mayor and Common Council to establish a program for ongoing identification and registration of structures which have been vacant for a certain length of time; establish responsibilities of owners of these vacant structures; and provide for administration and enforcement standards related to vacant structures.

WHEREAS, The City of Madison hereby creates procedures for the establishment and enforcement of a registration program and establishment of minimum property maintenance requirements as set forth in this ordinance which are necessary to promote the general welfare of the community.

WHEREAS, the City of Madison hereby adopts and incorporates by reference IC 36-7-36 in its entirety. It is intended that this ordinance works in conjunction with IC 36-7-9 Unsafe Building Law, provisions of which were adopted by the city in 1981, IC 36-7-37 Determination of Abandoned Property, and Chapter 96 Nuisances, Health and Safety, as codified in the City of Madison ordinance 2017-5.

WHEREAS, we hereby codify the requirements for the registration and abatement of vacant and abandoned structures in the City of Madison, Indiana which shall be known as "The Registration and Abatement of Vacant and Abandoned Structures Ordinance" of the City of Madison, Indiana. This ordinance should be construed liberally to affect its purpose and intent.

WHEREAS, the Common Council now establishes an account for the deposit of monies from donations, appropriations from city accounts, fees, penalties, and other lawful source for the purposes of defraying costs related to the administration and enforcement of the Registration and Abatement of Vacant and Abandoned Structures Ordinance.

## DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

*ABANDONED STRUCTURE.* A building or structure on a parcel of real property in the City of Madison:

- (1) Commercial real property or a vacant structure on commercial real property that is used or was previously used for industrial or commercial purposes and that has not been used for legal purposes for at least six (6) months, and:
  - (A) that the owner of the property or structure has declared in writing to be abandoned; or
  - (B) for which the owner of the property or structure has been given a written order by an enforcement authority to rehabilitate or demolish, and the owner:
    - (i) has not applied for a permit to rehabilitate or demolish the property or structure; or
    - (ii) applied for and was granted a permit, but rehabilitation or demolition work has not commenced on the property or structure within thirty (30) days after the date the permit was granted.
- (2) Real property that has not been used for a legal purpose for at least six (6) consecutive months and:
  - (A) in the judgment of an enforcement authority, is in need of completion, rehabilitation, or repair, and completion, rehabilitation, or repair work has not taken place on the property for at least six (6) consecutive months;
  - (B) on which at least one (1) installment of property taxes is delinquent; or
  - (C) that has been declared a public nuisance by a Hearing Authority.
- (3) Real property that has been declared in writing to be abandoned by the owner, including an estate or a trust that possesses the property.
- (4) Vacant real property on which a municipal lien has remained unpaid for at least one (1) year.
- (5) Real estate that a court has determined to be abandoned under IC 32-30-10.6.

*ENFORCEMENT AUTHORITY.* The City of Madison Office of Planning, Preservation, and Design.

*HEARING AUTHORITY.* The City of Madison Board of Public Works and Safety.

*OWNER.* Any person that holds a substantial interest in property in the form of a known or recorded fee interest, life estate, or equitable interest as a contract purchaser with or without accompanying actual possession thereof and on which a Vacant and/or Abandoned Structure is located, and whose identity may be determined from an instrument recorded in the Jefferson County Recorder's Office.

*OWNER'S REPRESENTATIVE.* A person hired by the Owner to represent and/or advocate on the Owner's behalf.

*PERSON.* Any entity including any of the following: individual, firm, corporation, association, partnership, or limited liability corporation/company. References in the masculine gender include the feminine and the neuter, in the present tense includes the future, and the singular includes the plural.

*PROPERTY.* The real property upon which a Vacant and/or Abandoned Structure is located.

*PROPERTY MANAGER.* An individual or company responsible for the day-to-day functioning of a piece of real estate.

*VACANT STRUCTURE.* A building or structure on a parcel of real property that is not being occupied by an owner, tenant, or others authorized by the owner and which lacks the habitual presence of such for a period of at least ninety (90) days. *VACANT STRUCTURE* shall not include a seasonally occupied residence, or a primary residence owned and intended to be occupied by an individual actively serving in the military, or a structure which is being properly maintained in accordance with the minimum standards defined in this ordinance.

*VACANT AND/OR ABANDONED STRUCTURE* means a building or structure that satisfies the definition of Abandoned Structure and/or Vacant Structure as set forth herein.

## **CONTINUING MAINTENANCE; MANDATORY AND VOLUNTARY REGISTRATION**

- (A) Upon finding a structure Vacant and/or Abandoned, the Enforcement Authority, or its designee, may issue to the owner an order for continuing maintenance pursuant to this ordinance, as may be amended from time to time or pursuant to similar authority granted by state statute or this chapter or other ordinances and regulations.
- (B) The Enforcement Authority may order the owner of a structure that is a Vacant and/or Abandoned Structure to register the structure with the Enforcement Authority. The Owner of a structure that is Abandoned as defined by this ordinance must register the Abandoned structure with the Enforcement Authority for the City of Madison.
- (C) The Owner of a structure that is Vacant, but not Abandoned, as set forth in this chapter, may voluntarily register the structure with the Enforcement Authority, so as to notify the city of the Property Manager and to exchange information pertinent to the condition of the building or structure.
- (D) The Owner of a Property that has been deemed to be a Vacant and/or Abandoned Structure may, within 30 days from receiving notice of such a determination, challenge the determination in writing with the Hearing Authority or, in the case of a Vacant Structure, voluntarily register the structure within fourteen (14) days to avoid the required registration fee.
- (E) In determining that a structure is a Vacant Structure, the Enforcement Authority may rely upon the lack of water, electric, or wastewater utility service.
- (F) The Owner of a Property that has been determined to be a Vacant and/or Abandoned Structure is required to secure the Property from unlawful entry within 30 days of receiving notice from the Enforcement Authority that the Property has been determined



to be a Vacant and/or Abandoned Structure, unless the Owner challenges the determination as set forth herein.

- (1) If the Owner fails to secure the Property from unlawful entry within the time provided above, the Enforcement Authority may cause the Property to be secured with the owner being invoiced for the costs, including administrative costs incurred by the Enforcement Authority.
- (2) If the Owner fails to pay the invoice described above within the time provided, the Enforcement Authority may obtain a lien against the Property in the amount of the unpaid invoice. The lien shall be included on the property tax invoice for the Property and collected in the same manner as property taxes are collected.

### **PROPERTY MANAGER**

- (A) The owner of a structure required to be registered pursuant to this ordinance shall identify a Property Manager as part of the registration required by this ordinance. The Property Manager may be the Owner or an Agent of the Owner.
- (B) An agent acting as the Property Manager must be at least eighteen (18) years of age.
- (C) The Property Manager shall be readily available to City officials and shall promptly respond to emergency conditions that exist with respect to Vacant and/or Abandoned Structures.

### **REGISTRATION OF BUILDINGS AND STRUCTURES**

Upon identification of a potentially Vacant and/or Abandoned Structure, the Enforcement Authority is charged with the responsibility of inspecting the property to determine if it meets the criteria as defined herein and if it is also an unsafe structure or premise. If the Owner or those in possession of a structure refuse a required inspection the Enforcement Authority may obtain an inspection warrant pursuant to all applicable state laws. If a structure is found to be Vacant and/or Abandoned, the Owner must register the Property with the Office of Planning, Preservation, and Design upon receipt of an order for registration by the Enforcement Authority. Any notice shall be sent by first class mail or equivalent service to the address listed on the county property tax card. Registration shall be on a form provided by the Office of Planning, Preservation, and Design, shall be verified under the penalties for perjury, and shall include the following information:

- (1) The street address of the Property;
- (2) The names, addresses and telephone numbers of all Persons or entities which hold an ownership, land contract, mortgage or other lien interest in the Property, and all beneficiaries of any land trust which owns the Property;
- (3) A copy of the most recently executed deed used to transfer title to the Property and the most recently prepared sales disclosure form, if available to the Owner;
- (4) The names, residential and business addresses and telephone numbers of the Property Manager, if applicable;

- (5) The names and addresses of all Persons or entities which hold a lien interest or a substantial property interest in the Property;
- (6) The names, addresses and telephone numbers of the insurance agent and the carrier providing insurance coverage for the Property as required by this section; and
- (7) The Owner's plan, in form and substance as required by the City, for maintenance and repair of the Property, including the time within which the owner anticipates completion of all repairs necessary to bring the Property into compliance with all Standards for Maintenance provisions of this ordinance, not to exceed 60 days. The owner's statement of a plan does not relieve the owner of any orders issued pursuant to the Unsafe Building Law or of any obligations imposed by statute, ordinance or regulation governing the maintenance of Property. The city's receipt of a plan does not constitute approval of the Owner's plan nor of any violation of property maintenance standards.
- (8) The Owner is responsible for providing an updated registration form to the Office of Planning, Preservation, and Design within five (5) business days of any change of ownership or any information provided by the registration. The failure of the owner to provide such updated information within five (5) business days of any change is a violation of this section.
- (9) It shall be the Owner of a Vacant and/or Abandoned Structure responsibility to notify the Enforcement Authority in writing once the Property has satisfied the standards for maintenance herein and request to be removed from the registration requirements.

## **STANDARD FOR MAINTENANCE**

(A) The Owner or Property Manager of the Property required to be registered under this chapter shall ensure that the Property is inspected and secured against unlawful entry, that the Property is cleaned, vegetation is mowed, and that walkways are cleared of snow and ice and other obstructions.

(B) Door and window openings of all buildings or structures on the Property shall be secured against unlawful entry by the use of locks designed for such use.

(C) To protect the structure against unlawful entry or vandalism while vacant, the owner may secure the doors and windows of the structure by the use of boarding. If boarding is used to secure the structure, the following standard shall be met:

(1) Windows shall be framed by nominal two-inch by four-inch lumber secured with plywood to the frame. Plywood shall be a minimum of four-ply rated for exterior exposure, no less than one-half inch in thickness and attached with tamper proof screws, no less than three inches in length and spaced no more than eight inches on-center.

(2) Doors may be secured against unlawful entry by the use of locks designed to prevent unlawful entry or by framing nominal two-inch by four-inch lumber secured with plywood to the frame. Plywood shall be a minimum of four-ply rated for exterior

exposure, no less than one-half inch in thickness and attached with tamper proof screws, no less than three inches in length and spaced no more than eight inches on-center.

(3) The Enforcement Authority may approve alternative methods to secure windows, upon the owner presenting the following information: type of material to be used, thickness of material, and method used to attach the material to the building or structure.

(D) Boarding of windows or doors of a Vacant and/or Abandoned Structure is to be considered temporary and not a long-term method of securing the structure.

(1) Boarding used to secure doors and/or windows for more than 30 days shall be surface coated with an exterior grade paint matching the exterior of the structure. By matching the exterior of the structure reduces the blighting effect.

(2) After six months of boarding as the method of securing against unlawful entry, the owner of a Vacant and/or Abandoned Structure shall utilize locks, install appropriate windows and/or doors, or provide an alternative method of security approved by the Enforcement Authority.

(E) Exterior premises areas shall be maintained in accordance with the City of Madison Chapter 90: Abandoned Vehicles; Chapter 96: Nuisances, Health and Safety, Chapter 98: Streets and Sidewalks section 98.01 and 98.03, and all relevant state, federal, and local laws.

(F) All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and repaired as not to be dangerous, unsafe, or unsanitary.

(G) All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. All exterior surfaces shall be free from holes, breaks, and loose or rotting materials, and maintained, weatherproofed, and properly surface-coated where required to prevent deterioration. Exterior surfaces shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking, fading, and chipped paint shall be eliminated, and surfaces repainted.

(H) The roof and flashing shall be sound, tight, and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and down spouts shall be maintained in good repair and free from obstructions. Inappropriate or temporary roofing coverings including, but not limited to, tarps shall be deemed inadequate protection and not uniform and as such shall be prohibited for a period exceeding thirty (30) consecutive days.

(I) The structure shall be weatherproof with appropriate materials. Tarps, house wrap, tar paper, and visqueen are not acceptable materials.

## REGISTRATION FEE

(A) The owner of any structure required to be registered under this chapter shall pay a registration fee to the City of Madison through the Enforcement Authority, upon registration. The registration shall remain in place until such time as the structure is no longer declared to be a Vacant and/or Abandoned Structure. All fees collected under this ordinance shall be credited to the City's Vacant and Abandoned Structures Non-Reverting Fund.

(B) Owners who voluntarily register a Vacant but not Abandoned Structure, as defined in this chapter, within fourteen (14) days are not required to pay a registration fee.

(C) Registration Fees for Vacant and/or Abandoned Structures shall be as follows:

- (1) The Owner of any structure required to be registered under this section shall pay a registration fee to the Enforcement Authority upon registration within fourteen (14) days of billing.
- (2) If the structure is zoned for residential purposes and contains not more than three (3) residential units the registration fee shall be three hundred dollars (\$300.00).
- (3) If the structure is zoned for residential purposes and contains more than three (3) residential units, or if it is zoned for any non-residential, commercial, or industrial purposes, the fee shall be five hundred dollars (\$500.00).
- (4) The purpose of the registration fee is to reimburse the Office of Planning, Preservation, and Design for the costs of continual monitoring the Property by trained staff, and the additional costs of responding to emergencies and Property maintenance requirements for a Vacant and/or Abandoned Structure, which includes but is not limited to personnel costs associated therewith to see that there is compliance with regard to repairs, demolition, blight elimination, deconstruction, and legal expenses incurred by the City.
- (5) The Board of Public Works and Safety shall have the authority to waive accrued fees and/or penalties on a case-by-case basis when those costs are determined to impede positive action on an individual Property to rehabilitate it for public benefit and upon which an adequate plan of abatement has been presented by the Owner and accepted by the Enforcement Authority which details remediation of any structural or cosmetic elements, all of which is intended to remove the blighting effect of the Property on the area.
- (6) The Owner shall produce and maintain records showing when a Property has been repaired; when a Property has become occupied, secured and has its utilities turned on; when a Property has been demolished, and when a Property has been placed under contract for demolition or for sale prior to December 31<sup>st</sup> of each calendar year; and each of those properties which can be verified as meeting one of these criteria shall not be required to register and pay the applicable fee. Such records shall be provided to the Office of Planning, Preservation, and Design.

- (7) The Office of Planning, Preservation, and Design shall file with the Board of Public Works and Safety a quarterly report which details the number of structures which paid a registration fee for each category addressed in this subsection herein; the number of cases where the accrued fees and/or fines were waived; and other pertinent data related to the collection of fees.

## **LIABILITY INSURANCE**

- (A) The Owner of any Property required to be registered by this section must maintain a policy of liability insurance for the structure, and must provide to the Office of Planning, Preservation, and Design the name, address and telephone number of the insurance agent and carrier, along with a copy of the certificate or other proof of insurance coverage. The coverage required for each Property shall be not less than three hundred thousand dollars (\$300,000.00) per occurrence and three hundred thousand dollars (\$300,000.00) in the aggregate.
- (B) The policy of insurance must require the agent or carrier to provide fifteen (15) days' advance notice of cancellation to the Enforcement Authority.

## **EXEMPTIONS**

The Enforcement Authority may exempt a Property from the registration requirements of this section if the Property is the subject of an open probate estate or has suffered extensive fire or catastrophic damage within the past ninety (90) days. Any exemption granted shall be for a specific period of time, not to exceed six (6) months.

## **NOTICE AND ORDER BY ENFORCEMENT AUTHORITY TO OWNER OF VACANT AND/OR ABANDONED STRUCTURE**

If an Enforcement Authority determines that a structure is a potentially Vacant and/or Abandoned Structure, an order may be sent to the Owner that directs the Owner to:

- (A) Permit the prompt inspection of the structure by the Enforcement Authority;
- (B) Register the structure; and abate the Vacant and/or Abandoned Structure by cleaning and securing or boarding up the Vacant and/or Abandoned Structure and the premises upon which it is located and complying with standards for maintenance; and if requested;
- (C) Erect fences, barriers, berms, or other suitable means to discourage:
  - (1) access to the Vacant and/or Abandoned Structure; and
  - (2) illegal dumping or littering on the premises upon which the Vacant and/or Abandoned Structure exists.

## **REMEDATION BY CITY**

If specified corrective actions have not been completed within the timeframe required in an order of corrective action by the Enforcement Authority, the City may have the required corrective actions performed and assess the costs thereof against the Owner(s). If estimated costs for remediation are \$10,000 or greater, an order shall be issued by the Hearing Authority before work begins.

- (A) After having required corrective actions performed, the City shall serve the real property owner with written notice summarizing all costs and expenses incurred with respect to such actions, which amounts the real property owner shall reimburse to the City.
- (B) The City shall have a lien against the subject real property for an amount that reflects all costs incurred by the City for repairing, altering or improving, or vacating and closing, removing, or demolishing any dwelling or structure. The City may perfect said lien by filing notice of same in the Office of the County Clerk of Jefferson County. A copy of the filed notice of lien shall be sent by Certified Mail to the real property owner.
- (C) The City may institute a civil action in the Circuit Court of Jefferson County against the Owner and/or other responsible party for all costs and expenses incurred by the City with respect to the subject Property, including reasonable attorney fees and court costs incurred in the prosecution of the civil action.
- (D) Not less than ten (10) days prior to instituting a civil action as provided in this section, the Enforcement Authority shall send notice to the Owner by certified mail, return receipt requested, advising the Owner of the Enforcement Authority's intention to institute such action.
- (E) Upon issuance of an order by the Enforcement Authority or Hearing Authority, notice to the Owner shall follow the manner of serving notice as set forth in IC 36-7-9-25.
- (F) If any Owner desires to contest any demand brought forth pursuant to this section, the Owner may seek relief in the Circuit Court of Jefferson County subject to applicable laws and procedures.

## **PENALTY**

(A) An Owner of a Property that remains Vacant and/or Abandoned for at least 90 consecutive calendar days after determination by the Enforcement Authority may be liable for a civil penalty in the amount of \$500 per Vacant and/or Abandoned Structure, not to exceed \$5,000 per structure per year,

unless:

- (1) Documentation has been filed and approved by the Enforcement Authority that indicates the owner's intent to eliminate the Vacant and/or Abandoned Structure status of the Property;
- (2) The Owner is current on all property taxes and special assessments; and
- (3) At least one of the following applies:

(a) The structure is the subject of a valid building permit for repair or rehabilitation and the Owner is proceeding diligently and in good faith to complete the repair or rehabilitation of the structure.

(b) The structure is maintained in compliance with this chapter and other application statutes, laws, or ordinances; and

(c) The Owner can demonstrate that a diligent and good faith effort to implement actions approved by the Enforcement Authority.

(B) If the structure continues to remain Vacant or Abandoned beyond the initial ninety (90) days described in subsection (A) and the Owner does not meet any of the exceptions set forth in this section, the Enforcement Authority may continue to assess penalties on each structure in the following amounts:

(1) One thousand dollars (\$1,000) for the second ninety (90) calendar day period each structure remains Vacant or Abandoned.

(2) One thousand five hundred dollars (\$1,500) for the third ninety (90) calendar day period each structure remains Vacant or Abandoned.

(3) Two thousand dollars (\$2,000) for the fourth and each subsequent ninety (90) calendar day period thereafter for each structure that remains Vacant or Abandoned.

A civil penalty under this section may not exceed \$5,000 per structure per year.

### **NON-REVERTING FUND**

An account is established for the deposit of monies from donations, appropriations from City accounts, fees, penalties, and any other lawful source for the purposes of defraying costs related to the administration and enforcement of the Registration and Abatement of Vacant and Abandoned Structures Ordinance.

This account shall be named the Vacant and Abandoned Structures Non-Reverting Fund, and all funds contained in the account shall be expended only for the exclusive purpose of paying expenses related to the administration and enforcement of the Registration and Abatement of Vacant and Abandoned Structures Ordinance.

The account shall be non-reverting and exist perpetually unless terminated by a subsequent ordinance enacted by the Common Council.

If the account is terminated by a subsequent ordinance enacted by the Common Council, the remaining balance of the terminated account shall revert to the general budget of the Common Council.

The foregoing ordinance shall become effective upon passage. This ordinance was adopted by the Common Council this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

PRESENTED BY:

\_\_\_\_\_  
Councilman

\_\_\_\_\_  
Bob G. Courtney, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Shirley Rynearson, Clerk-Treasurer



Invoice: 38315103  
Order Date: 3/3/2025

**BYB Event Services**

2969 Turner Station Road Turners Station, KY, 40075

Phone: (502) 453-2004

Event Location

**City of Madison**

**Brett Ricketts**

101 West Main Street

Madison, IN 47250





Cell: (812) 599-0934 Office: (812) 265-4758

**Purchase Order \*purchase\_order\***

**Start Date:** 10/25/2025 4:00pm

**End Date:** 10/25/2025 7:00pm

**Delivery method:** Fully Staffed

Name	Qty	Total
 Super Fun Slide	1	\$3,000.00
 Inflatable Corn Maze	1	\$850.00
 Mechanical Pumpkin	1	\$1,750.00
 Scarecrow Bouncer	1	\$650.00

<b>Rentals subtotal</b>		\$6,250.00
<b>Distance Charges</b>	E	\$100.00
<b>Staff Costs</b>	E	\$900.00
<b>Sales Tax</b>	Exempt 0%	\$0.00
<b>Total</b>		<b>\$7,250.00</b>

<b>Deposit Due</b>	\$3,625.00
<b>Amount Paid</b>	\$0.00
<b>Balance Due</b>	\$7,250.00

harvest fest  
waiting on signed contract

## Contract and Terms

**Information & Terms:** A non-refundable deposit and an authorized signature on your proposal will reserve your activities and date. The balance is due on or before the date of the event prior to set-up. We reserve the right to set appropriate rules of conduct and age/weight/time limits in order to best facilitate your event and maintain a safe environment.

**Cancellation and Rain Policy:** This contract, after signing, is a legal and binding contract. To cancel or reschedule, sufficient notice must be given - at least 72 hours prior to setup of your event. Cancellation of event with less than 72-hour notice of event setup date forfeits entire deposit. If we are in route, and event cancels the full balance is still due. Postponement of event with at least 1-week notice may entitle you to use your deposit towards a timely rescheduled event at our discretion (If food has already been ordered, the balance for that will be owed). Any rescheduled event is subject to availability of activities at the time of notification of postponement, and additional costs food if applicable.

Payment- We accept Cash, Visa, MC, American Express -Checks shall be made to BYB Event Services, if a check is returned for any reasons, there will be a fee of \$50.00 in addition to the total amount of the check and any attorney fees incurred.

**Party Responsibility.** Lessee recognizes and understands that use of Lessor equipment may involve inherently dangerous activities. Lessee shall be responsible for its own actions to the extent and in the manner provided for by applicable law. Lessor cannot under any circumstances be held liable for injuries as a result of acts of God, nature, or other conditions beyond its control or knowledge.

**Hold Harmless Provision:** Lessee recognizes and understands that use of Lessor equipment may involve inherently dangerous activities. Consequently, lessee agrees to indemnify and hold lessor harmless from any and all claims, actions, suits, proceeding costs, expenses, damages and liabilities, including reasonable attorney's fees arising by reason of injury, damage, or death to persons or property, in connection with or resulting from the use of said equipment including, but not limited to the delivery, possession, use, operation, or return of the equipment. Lessee hereby releases and holds harmless lessor from injuries or damages incurred as a result of the use of said equipment unless lessor is operating the equipment and is deemed by a court of law to be negligent in its actions. Lessor cannot under any circumstances be held liable for injuries as a result of acts of God, nature, or other conditions beyond its control or knowledge. Lessee also agrees to indemnify and hold harmless lessor from any loss, damage, theft, or destruction of the equipment during the term of this contract and any extension thereof.

**Merger Clause:** This signed Agreement in conjunction with the signed Instruction Manual and Reservation Form contains the entire agreement between the Lessor and the Lessee. No amendment, whether from previous or subsequent negotiations between the Lessee and the Lessor, shall be valid or enforceable unless in writing and signed by all parties to this contract. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof.

**Lessor will:**

1. Provide the necessary staff to facilitate your event and power cords to reach a minimum of 50ft.
2. Deliver, set-up, teardown, and operate all activities with/without volunteer staff.
3. Carry a liability insurance policy covering our services & equipment.

**Lessee will:**

1. Provide 7 110volt/20amp electric circuits and 10/12 gauge cords for distances over 50ft.
2. Provide any required entrance and parking passes.
3. Provide a minimum of 0 adult volunteer(s) to operate the activities.

**I HAVE READ THIS CONTRACT AND AGREE & UNDERSTAND THE CONTENT.**

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Signature

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Date

---

Printed Name

Applicant Name	Property Address	Target Area	Dilapidated Structure	Dangerous Structure	Commercial or Residential	Grant amount	Private Investment	Project Total	%	Score	Mini Score
One Sixth LLC	1 W. Sixth St.				Commercial	\$7,500.00	\$297,500.00	\$300,000.00	3%	42	
Mike & Dede Smith	515 Jefferson St.				Residential	\$7,500.00	\$11,700.00	\$19,200.00	39%	37	
Shelly Murphy Smith	418 E. Second St.				Residential	\$7,500.00	\$11,350.00	\$18,850.00	40%	42.5	
Debra Squires	403 W. Second St.				Residential	\$7,500.00	\$24,180.00	\$31,680.00	24%	44.75	
Addie Davis	311 East St.				Residential	\$7,500.00	\$17,350.00	\$24,850.00	30%	39.25	
Elizabeth Auxier	135 E. Main St.				Residential	\$7,500.00	\$15,050.00	\$22,550.00	33%	37.25	
Sam Sloffer	917 W. First St.				Residential	\$7,500.00	\$117,360.00	\$124,860.00	6%	47	
Beverly Lyons	805 E. Second St.				Residential	\$7,232.88	\$7,232.88	\$14,465.76	50%	41.25	
						\$59,732.88	\$496,722.88	\$556,455.76	11%		

Steward Hizey has requested an amendment of \$1137.50 to cover additional costs on project funded in last round and completed on 2/5/2025. This amount has been added to the requested total and if approved would come from the 25% funding category.

	Round 2
Total \$ Spent by TIF/City	\$59,732.88
Total \$ Spent by County	\$ -
Total \$ Spent by Owners	\$496,722.88
Ratio	\$1 (city): \$8.32 (Pvt)
Funds available entering Q2	\$376,636.64
Funds available after Q2	\$316,903.76
Commercial \$	\$300,000.00
Residential \$	\$257,593.26
Target Area \$	\$0.00
Dilapidated Structures \$	\$0.00
Dangerous Structures \$	\$0.00

	Available Round 2	Requested 2	Remaining
25%	\$69,909.41	\$59,732.88	\$10,176.53
75%	\$306,727.23	\$0.00	\$306,727.23
Total	\$376,636.64	\$81,682.58	\$294,954.06
		\$8.32	



Application for P.A.C.E.  
Preservation & Community  
Enhancement Grant Program

Application Fee: \$10 00

Purpose. Application is hereby made to request funding from the 2025 PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown or a Building Permit.

**APPLICANT INFORMATION**

Date: 01/05/2025  
 Property Owner Name: One Sixth LLC (by Heidi Kendall-Sage)  
 Mailing Street Address: One W. 6th St.  
 City: Madison State: IN Zip: 47250  
 Phone (Preferred): (812)273-5230 office Phone (Alternate): (812)599-0089 cell  
 Email: sage @ advocate law offices. com

**PROJECT INFORMATION**

Street Address: One W. 6th St, Madison IN 47250  
 Total Cost of Project (include all costs to complete the entire project): \$300,000  
 Estimated Date of Completion of Work: 7/2025  
 Hilltop  Downtown

**GRANT INFORMATION**

Rehabilitation (Downtown) Grant  Curb Appeal (Hilltop) Grant  Dilapidated Structures Grant  Dangerous Buildings Grant

Amount of Grant Requested (can be obtained from the office): Rehab/Curb Appeal \$15,000

**A PACE grant application must include the following documents:**

- Complete application
- Photographs of existing conditions of Property
- Project Plans (required if altering footprint or openings)
- Copies of Construction Quotes for the project
- Certificate of Appropriateness (COA) (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (if organization/business)
- Unsafe Letter (Required for Dangerous Structures Grant and Recommended for Dilapidated Structures)



**DESCRIPTION OF THE PROJECT**

Please describe the project and the property's current condition.

The property is a 30,000 square foot brick building - formerly known in the 1800's as the Thomas Graham Wooden Vehicle mfg. Company. The building has been in use as our law office since 1996. The project includes complete rehabilitation & repair of the entire exterior of the building - including our 40 foot + chimney / smoke stack on the rear of the building. All paint has been scraped & re-applied & all bricks have been repaired & tuckpointed at this point in the project. We are now beginning repair of the smoke stack - and have found that over 8,000 bricks need to be now replaced with appropriate historic brick. We also will be repairing & replacing all windows and/or window seals. It is a massive project that will preserve our office for many years to come (at great expense to its current owners). We are hopeful to have some help from the City to help us preserve this historic building!

Additional pages are attached.

**DETAILED PROJECT SCHEDULE**

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

Attached is a schedule from Anderson Restoration, our primary contractor for brick repair & painting. He began the project with his crew on 7/1/24 and will complete it by 7/1/25. While he finishes his work with the chimney / smoke stack repair, contractors for window restoration will begin working alongside of him.

Additional pages are attached



**DETAILED PROJECT BUDGET WORKSHEET**

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

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	Repair & Restore Chimney (Labor)	\$83,000 <sup>cc</sup>	\$41,500
2	Repair & Restore Chimney (Materials)	\$12,800 <sup>cc</sup>	\$6,400 <sup>cc</sup>
3	(original bids attached - however;		
4	now these are increased		
5	due to replacement bricks		
6	needed).		
7			
8			
9			
10			
	Totals	\$95,800	\$47,900 <sup>cc</sup>

Additional pages are attached.

**DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)**

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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Additional pages are attached.



**Applicant must read and initial the following:**

I understand that the grant funds must be used only for the project described in this application. The work for a Rehabilitation, Dangerous Buildings, or Curb Appeal project is not completed within the original twelve (12) months along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

I understand that the grant funds must be used only for the project described in this application. The work for a Dilapidated Structures project is not completed within the original approval period (twelve (12) or twenty-four (24) months) as approved by the Board of Works and Safety along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

I understand that if any plans to the project change or if the contractor changes, I must notify the P.A.C.E Grant Program Staff prior to the project construction continuing.

I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

*Heidi Kendall-Sag*  
**Applicant(s) Signature**

1/5/25  
**Date**

**Documentation Review (Completed by Planning Office)**

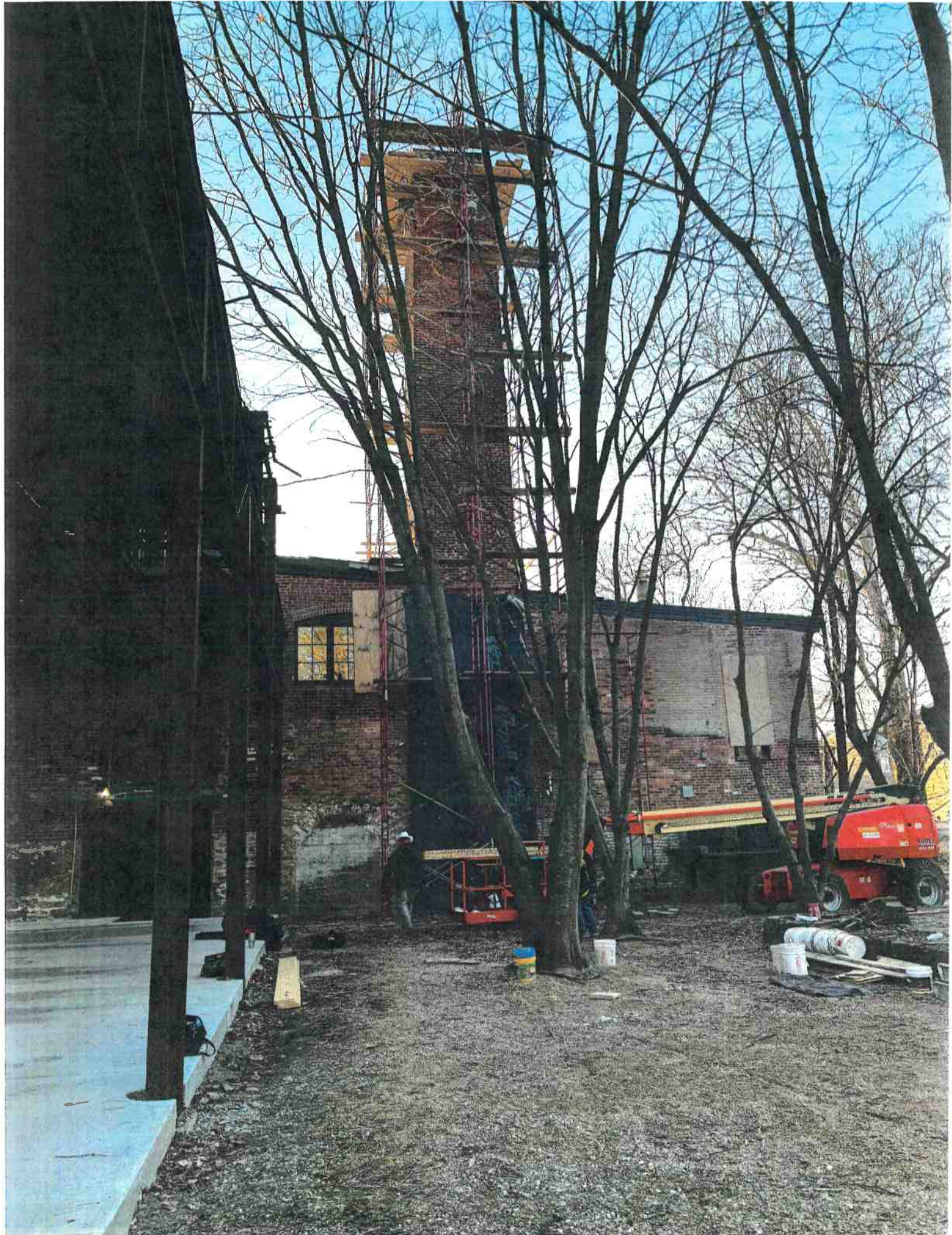
- Complete application
- Photographs of Property
- Project Plans (If required)
- Copies of Construction Quotes
- COA application filed (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (If required)
- Unsafe Letter (If required)

Staff Notes













# MADISON

*Indiana*  
Planning, Preservation and Design

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

**Application for P.A.C.E.  
Preservation & Community  
Enhancement Grant Program**

Application Fee: \$10.00

Purpose: Application is hereby made to request funding from the 2025 PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown or a Building Permit.

**APPLICANT INFORMATION**

Date: \_\_\_\_\_  
 Property Owner Name: Miki & Dede Smith  
 Mailing Street Address: 515 Jefferson St  
 City: Madison State: Ind Zip: 47250  
 Phone (Preferred): 812 265-9448 Phone (Alternate): 812-265-9148  
 Email: \_\_\_\_\_

**PROJECT INFORMATION**

Street Address: 515 Jefferson St Madison Ind 47250  
 Total Cost of Project (include all costs to complete the entire project): \$19,200<sup>00</sup>  
 Estimated Date of Completion of Work: Dec 31 2025

- Hilltop  Downtown

**GRANT INFORMATION**

- Rehabilitation (Downtown) Grant  Curb Appeal (Hilltop) Grant  Dilapidated Structures Grant  Dangerous Buildings Grant

Amount of Grant Requested (can be obtained from the office): \_\_\_\_\_

**A PACE grant application must include the following documents:**

- Complete application
- Photographs of existing conditions of Property
- Project Plans (required if altering footprint or openings)
- Copies of Construction Quotes for the project
- Certificate of Appropriateness (COA) (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (if organization/business)
- Unsafe Letter (Required for Dangerous Structures Grant and Recommended for Dilapidated Structures)



**DESCRIPTION OF THE PROJECT**

Please describe the project and the property's current condition.

6 Relicited Double Hung Units  
4 lites over 4 lites of 2" low E 1/8" sash stiles  
and rails, 1800<sup>s</sup> profile of sash & muntin  
material 1/4" lead Acrylics & 2 1/2" low E and  
glazed in with outer 5" casing on exterior of  
Window Unit

Additional pages are attached.

**DETAILED PROJECT SCHEDULE**

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

Windows will be fabricated and placed by December 31, 2025

Additional pages are attached.



**DETAILED PROJECT BUDGET WORKSHEET**

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

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	<i>6 Total Window Units</i>	<i>17,200.00</i>	
2			
3			
4			
5			
6			
7			
8			
9			
10			
<b>Totals</b>		<b>\$19,200.00</b>	<b>\$7500.00</b>

Additional pages are attached.

**DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)**

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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Additional pages are attached.



**Applicant must read and initial the following:**

\_\_\_ I understand that the grant funds must be used only for the project described in this application. The work for a Rehabilitation, Dangerous Buildings, or Curb Appeal project is not completed within the original twelve (12) months along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

*R/W* I understand that the grant funds must be used only for the project described in this application. The work for a Dilapidated Structures project is not completed within the original approval period (twelve (12) or twenty-four (24) months) as approved by the Board of Works and Safety along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

*R/W* I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

*R/W* I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

*R/W* I understand that if any plans to the project change or if the contractor changes, I must notify the P.A.C.E. Grant Program Staff prior to the project construction continuing.

*R/W* I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

*R/W* I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

*R/W* I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

**Applicant(s) Signature**

**Date**

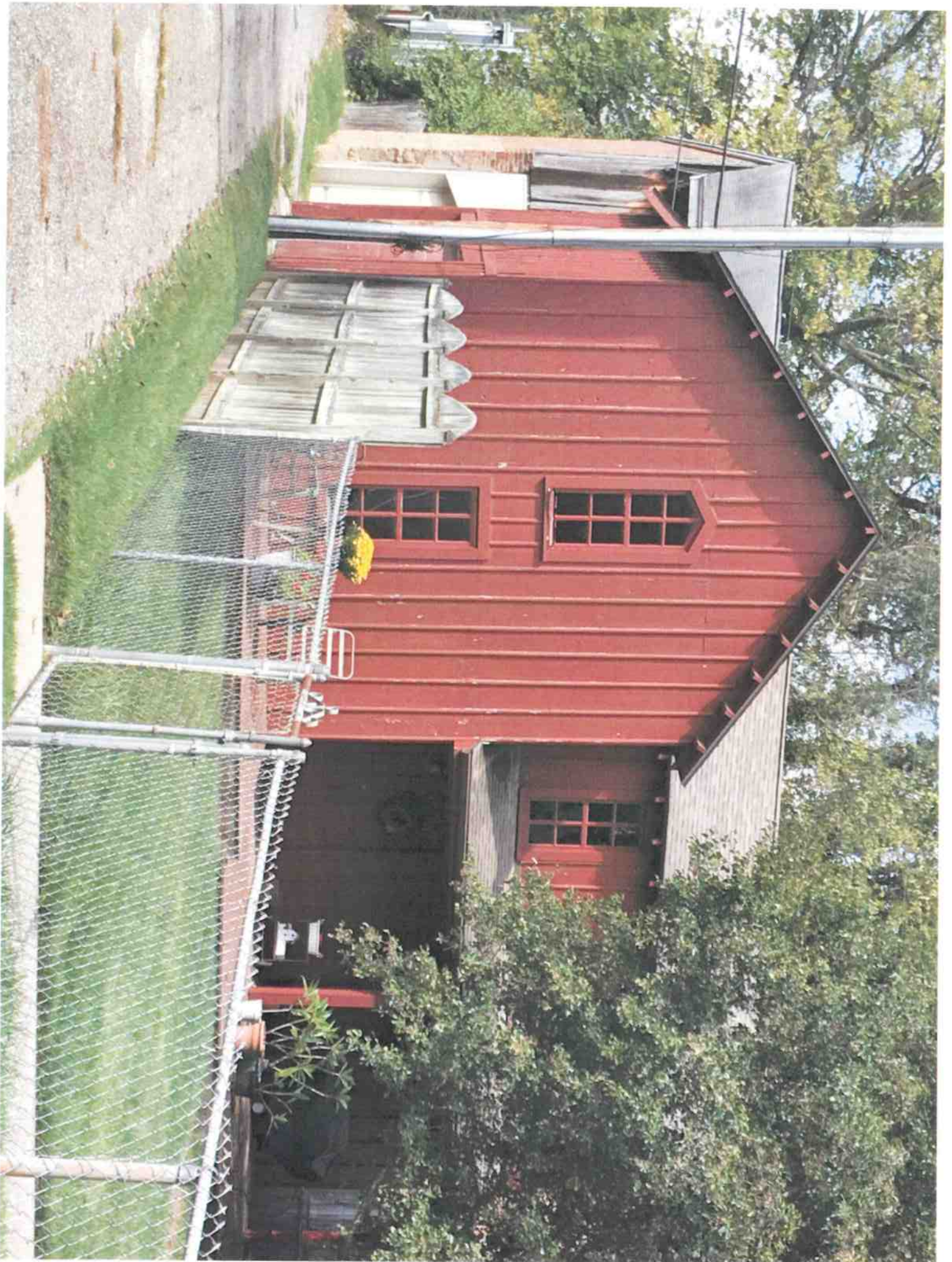
*1/2/25*

**Documentation Review** (Completed by Planning Office)

- Complete application
- Photographs of Property
- Project Plans (If required)
- Copies of Construction Quotes
- COA application filed (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (If required)
- Unsafe Letter (If required)

Staff Notes







# MADISON

*Indiana*  
Planning, Preservation and Design

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

## Application for P.A.C.E. Preservation & Community Enhancement Grant Program

Application Fee: \$10.00

Purpose: Application is hereby made to request funding from the PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown.

### APPLICANT INFORMATION

Date: 11-30-24  
Property Owner Name: Shelly Murphy Smith  
Mailing Street Address: 418 E. 2nd St.  
City: Madison State: IN Zip: 47250  
Phone (Preferred): 812 701 1519 Phone (Alternate): 812 701 5032  
Email: smmurphy73@gmail.com

### PROJECT INFORMATION

Street Address: 418 E. 2nd St. Madison, IN. 47250  
Total Cost of Project (include all costs to complete the entire project): \$18,850<sup>00</sup>  
Estimated Date of Completion of Work: within 1 to 2 months of start date *(that's what I was told)*  
 Hilltop  Downtown

### GRANT INFORMATION

Rehabilitation (Downtown) Grant  Curb Appeal (Hilltop) Grant  Dilapidated Structures Grant  Dangerous Buildings Grant

Amount of Grant Requested (can be obtained from the office): \_\_\_\_\_

### A PACE grant application must include the following documents:

- Complete application
- Photographs of existing conditions of Property
- Project Plans (required if altering footprint or openings)
- Copies of Construction Quotes for the project
- Certificate of Appropriateness (COA) (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (if organization/business)
- Unsafe Letter (Required for Dangerous Structures Grant)





### DESCRIPTION OF THE PROJECT

Please describe the project and the property's current condition.

- Brick work and repainting of home exterior in front, rear, and a partial wall not completed on a third side. \* A large section above the back door is not flush and needs to be repaired due to an exterior porch blocking access to that whole area of bricks, the porch will need to be removed to make the repair and then repaired. Many areas of small voids and pressure cracks
- Prep and painting of these same areas, front, rear, and partial side of third wall
- Pediments for first floor windows on front to match second floor (originals missing)
- Front door awning to match window pediments, if possible. This would be done to protect the front door and casing as it gets a lot of rain/water damage.

Additional pages are attached.

### DETAILED PROJECT SCHEDULE

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

I was not given a detailed plan but was told it should be done within 1 month of start. I know problems can arise so I estimate that could be longer so I said 1 to 2 months. Brick repair will happen first, I would guess. Followed by prep and paint of back and sides after porch is repaired from being removed to access these bricks sticking out/not flush. I'd say front window / door awnings and trim would be next ending with prep and paint to the front.

Additional pages are attached.





**DETAILED PROJECT BUDGET WORKSHEET**

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

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	Brick and repainting	5,900 <sup>00</sup>	2,950 <sup>00</sup>
2	Prep and painting	7,100 <sup>00</sup>	3,550 <sup>00</sup>
3	Materials: lime, sand, cement, sealing, scrapers,	2,400 <sup>00</sup>	1,200 <sup>00</sup>
4	blades, lumber, and speciality trim		
5	Pediments for first floor windows	650 <sup>00</sup>	325 <sup>00</sup>
6	front door awning	2,800 <sup>00</sup>	1,400 <sup>00</sup>
7			
8			
9			
10			
	<b>Totals</b>	<b>18,850<sup>00</sup></b>	<b>9,425<sup>00</sup></b>

Additional pages are attached.

**DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)**

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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Additional pages are attached.



**Applicant must read and initial the following:**

*AM* I understand that the grant funds must be used only for the project described in this application. The work must be completed within twelve (12) months of the date that the grant is awarded. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

*AM* I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

*AM* I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

*AM* I understand that if any plans to the project change or if the contractor changes, I must notify the Director of Planning prior to the project construction continuing.

*AM* I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

*NIP* I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

*NIP* I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

*Shelly Mayberry Smith*  
 Applicant(s) Signature

1/27/25  
 Date

**Documentation Review** (Completed by Planning Office)

- Complete application
- Photographs of Property
- Project Plans (If required)
- Copies of Construction Quotes
- COA application filed (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (If required)
- Unsafe Letter (If required)

Staff Notes





# MADISON

*Indiana*  
Planning, Preservation and Design

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

Application for P.A.C.E.  
Preservation & Community  
Enhancement Grant Program

Application Fee: \$10.00

Purpose: Application is hereby made to request funding from the 2025 PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown or a Building Permit.

**APPLICANT INFORMATION**

Date: 2-3-25  
 Property Owner Name: Debra Squires (Randy & Debbie Holt)  
 Mailing Street Address: 403 W 2ND STREET  
 City: MADISON State: IN Zip: 47250  
 Phone (Preferred): 812-818-6772 Ryan Lodgers Phone (Alternate): \_\_\_\_\_  
 Email: \_\_\_\_\_

**PROJECT INFORMATION**

Street Address: 403 W 2ND STREET  
 Total Cost of Project (Include all costs to complete the entire project): \$31680.00  
 Estimated Date of Completion of Work: SUMMER 2025  
 Hilltop  Downtown

**GRANT INFORMATION**

- Rehabilitation (Downtown) Grant       Curb Appeal (Hilltop) Grant       Dilapidated Structures Grant       Dangerous Buildings Grant

Amount of Grant Requested (can be obtained from the office): \_\_\_\_\_

**A PACE grant application must include the following documents:**

- Complete application
- Photographs of existing conditions of Property
- Project Plans (required if altering footprint or openings)
- Copies of Construction Quotes for the project
- Certificate of Appropriateness (COA) (if applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (if organization/business)
- Unsafe Letter (Required for Dangerous Structures Grant and Recommended for Dilapidated Structures)



**DESCRIPTION OF THE PROJECT**

Please describe the project and the property's current condition.

Restoration of 31 irreplaceable original leaded glass double hung windows, casement windows, and entry door. Remove multiple layers of paint that has obscured the original detail. Repair rotten wood and poor quality repairs made previously.

- Strip thick multiple layers of paint to reveal original architectural detail
- Repair rotten wood and damaged components
- Repair and clean balances and operating hardware
- Replace as necessary
- Apply high quality primer & paint

Additional pages are attached.

**DETAILED PROJECT SCHEDULE**

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

Work to begin in late Spring - Summer 2025  
Estimated time to complete 30-60 Days

Additional pages are attached.



**DETAILED PROJECT BUDGET WORKSHEET**

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

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	<i>SEE ATTACHED Quote</i>		
2			
3			
4			
5			
6			
7			
8			
9			
10			
	Totals	<i>\$31,680</i>	<i>\$7500</i>

Additional pages are attached.

**DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)**

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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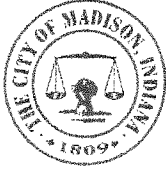


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Additional pages are attached.



# MADISON

Indiana  
Planning, Preservation and Design

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

**Applicant must read and initial the following:**

I understand that the grant funds must be used only for the project described in this application. The work for a Rehabilitation, Dangerous Buildings, or Curb Appeal project is not completed within the original twelve (12) months along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety

I understand that the grant funds must be used only for the project described in this application. The work for a Dilapidated Structures project is not completed within the original approval period (twelve (12) or twenty-four (24) months) as approved by the Board of Works and Safety along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

I understand that if any plans to the project change or if the contractor changes, I must notify the P.A.C.E. Grant Program Staff prior to the project construction continuing.

I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

  
Applicant(s) Signature

2/3/25  
Date

**Documentation Review (Completed by Planning Office)**

- Complete application
- Photographs of Property
- Project Plans (If required)
- Copies of Construction Quotes
- COA application filed (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (If required)
- Unsafe Letter (if required)

Staff Notes









Application for P.A.C.E.  
Preservation & Community  
Enhancement Grant Program

Application Fee: \$10.00

Purpose: Application is hereby made to request funding from the 2025 PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown or a Building Permit.

**APPLICANT INFORMATION**

Date: 01/31/2025  
Property Owner Name: Addie Davis  
Mailing Street Address: 311 East Street  
City: Madison State: IN Zip: 47250  
Phone (Preferred): 812-801-6537 Phone (Alternate): \_\_\_\_\_  
Email: addiedavis@outlook.com

**PROJECT INFORMATION**

Street Address: 311 East Street  
Total Cost of Project (include all costs to complete the entire project): \$24,850.00  
Estimated Date of Completion of Work: 09/30/2025  
 Hilltop  Downtown

**GRANT INFORMATION**

Rehabilitation (Downtown) Grant  Curb Appeal (Hilltop) Grant  Dilapidated Structures Grant  Dangerous Buildings Grant  
Amount of Grant Requested (can be obtained from the office): \$7500

**A PACE grant application must include the following documents:**

- Complete application
- Photographs of existing conditions of Property
- Project Plans (required if altering footprint or openings)
- Copies of Construction Quotes for the project
- Certificate of Appropriateness (COA) (if applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (if organization/business)
- Unsafe Letter (Required for Dangerous Structures Grant and Recommended for Dilapidated Structures)



# MADISON

*Indiana*  
Planning, Preservation and Design

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

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## DESCRIPTION OF THE PROJECT

Please describe the project and the property's current condition.

Please see attached "Project Description".

Additional pages are attached.

## DETAILED PROJECT SCHEDULE

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

If funded, the project will begin immediately with the ordering of all materials (door, windows, stone).

The expected time frame for delivery of the door and windows is 8 weeks (May, 2025). Once materials are available, installation will begin immediately. It is expected that installation would be complete by July, 2025.

Stone will be available within several days of funding and installation would begin immediately. It is expected to be completed by July, 2025.



**DETAILED PROJECT BUDGET WORKSHEET**

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

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	Materials and labor to install (1) Provia Signet single entry fiberglass door.	\$4911.58	\$2455.79
2	Materials and labor to install (3) SUN USA Clad Architectural double hung windows with 1" colonial vertical grid.	\$6164.97	\$3082.48
3	Materials and labor to install (8) glass units with 1 vertical grid top and bottom.	\$3466.20	\$1733.10
4	Materials: Canyon Gray Broke Wall Stone/Delivery	\$431.25	\$215.62
5	Materials: Indiana Limestone Steps (3)	\$405.00	\$13.01
6			
7			
8			
9			
10			
	<b>Totals</b>	<b>\$15,379</b>	<b>\$7500</b>

Additional pages are attached.

**DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)**

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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Additional pages are attached.



# MADISON

*Indiana*  
Planning, Preservation and Design

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

**Applicant must read and initial the following:**

  aad   I understand that the grant funds must be used only for the project described in this application. The work for a Rehabilitation, Dangerous Buildings, or Curb Appeal project is not completed within the original twelve (12) months along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

  aad   I understand that the grant funds must be used only for the project described in this application. The work for a Dilapidated Structures project is not completed within the original approval period (twelve (12) or twenty-four (24) months) as approved by the Board of Works and Safety along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

  aad   I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

  aad   I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

  aad   I understand that if any plans to the project change or if the contractor changes, I must notify the P.A.C.E. Grant Program Staff prior to the project construction continuing.

  aad   I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

  aad   I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

  aad   I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

          Addie Davis            
**Applicant(s) Signature**

          01/31/25            
**Date**

**Documentation Review** (Completed by Planning Office)

- Complete application
- Photographs of Property
- Project Plans (If required)
- Copies of Construction Quotes
- COA application filed (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (If required)
- Unsafe Letter (If required)

Staff Notes





# MADISON

*Indiana*  
Planning, Preservation and Design

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

## Application for P.A.C.E. Preservation & Community Enhancement Grant Program

Application Fee: \$10.00

Purpose: Application is hereby made to request funding from the 2025 PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown or a Building Permit.

### APPLICANT INFORMATION

Date: 2-2-25

Property Owner Name: Charles Requet III and Elizabeth Auxier

Mailing Street Address: 135 1/2 E. Main St. - Apt. 1

City: Madison

State: IN Zip: 47250

Phone (Preferred): 812-701-9393 (CR)

Phone (Alternate): 812-701-5596 (EA)

Email: requetcf@hotmail.com

### PROJECT INFORMATION

Street Address: 135 E. Main St.

Total Cost of Project (include all costs to complete the entire project): \$22,550

Estimated Date of Completion of Work: 10-31-25

Hilltop

Downtown

### GRANT INFORMATION

Rehabilitation  
(Downtown) Grant

Curb Appeal  
(Hilltop) Grant

Dilapidated  
Structures Grant

Dangerous  
Buildings Grant

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

### A PACE grant application must include the following documents:

- Complete application
  - Photographs of existing conditions of Property
  - Project Plans (required if altering footprint or openings)
  - Copies of Construction Quotes for the project
  - Certificate of Appropriateness (COA) (if applicable)
  - Proof of Property Insurance
  - Proof of Ownership (Deed)
  - Certificate of Incorporation (if organization/business)
  - Unsafe Letter (Required for Dangerous Structures Grant and Recommended for Dilapidated Structures)
- N/A*



**DESCRIPTION OF THE PROJECT**

Please describe the project and the property's current condition.

- Remove loose paint from the front 1/3 of the East-facing wall (currently painted gray)
- Remove & refurbish wood windows (includes repairs & repainting)
- Replace non-wood window with custom window to match others
- Scrape & paint metal cornice at roof

Additional pages are attached.

**DETAILED PROJECT SCHEDULE**

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Buy supplies by 4-1-25. Work begins in May, with completion expected during the summer of 2025.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional pages are attached.



**DETAILED PROJECT BUDGET WORKSHEET**

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

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	Resurface & repaint 7 windows on east side	9400	4000
2	Paint removal	7000	2500
3	Materials (abatron, glass, glaze, primer & paint)	1850	0
4	Lift rental	600	0
5	Prep window frames and sashes, repaint.	2500	1000
6			
7			
8			
9			
10			
	Totals	22,500	7500

Additional pages are attached.

**DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)**

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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Additional pages are attached.





# MADISON

*Indiana*  
Planning, Preservation and Design

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

**Applicant must read and initial the following:**

*AK* CR I understand that the grant funds must be used only for the project described in this application. The work for a Rehabilitation, Dangerous Buildings, or Curb Appeal project is not completed within the original twelve (12) months along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

*AK* CR I understand that the grant funds must be used only for the project described in this application. The work for a Dilapidated Structures project is not completed within the original approval period (twelve (12) or twenty-four (24) months) as approved by the Board of Works and Safety along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

*AK* CR I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

*AK* CR I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

*AK* CR I understand that if any plans to the project change or if the contractor changes, I must notify the P.A.C.E. Grant Program Staff prior to the project construction continuing.

*AK* CR I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

*AK* CR I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

*AK* CR I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

*[Signature]*  
Applicant(s) Signature

2-3-25  
Date

**Documentation Review (Completed by Planning Office)**

- Complete application
- Photographs of Property
- Project Plans (If required)
- Copies of Construction Quotes
- COA application filed (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (If required)
- Unsafe Letter (If required)

Staff Notes



Application for P.A.C.E.  
Preservation & Community  
Enhancement Grant Program

Application Fee: \$10.00

Purpose: Application is hereby made to request funding from the PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown.

**APPLICANT INFORMATION**

Date: 12/20/24  
 Property Owner Name: SAM SLOFFER  
 Mailing Street Address: 8805 S. 450 WEST  
 City: HANOVER State: IN Zip: 47243  
 Phone (Preferred): 812-596-6046 Phone (Alternate): \_\_\_\_\_  
 Email: SAM.SLOFFER@gmail.com

**PROJECT INFORMATION**

Street Address: 917 W. FIRST ST.  
 Total Cost of Project (include all costs to complete the entire project): 124,860.00  
 Estimated Date of Completion of Work: JUNE 2025  
 Hilltop  Downtown

**GRANT INFORMATION**

- Rehabilitation (Downtown) Grant       Curb Appeal (Hilltop) Grant       Dilapidated Structures Grant       Dangerous Buildings Grant

Amount of Grant Requested (can be obtained from the office): \$ 7500.00

**A PACE grant application must include the following documents:**

- Complete application
- Photographs of existing conditions of Property
- Project Plans (required if altering footprint or openings)
- Copies of Construction Quotes for the project
- Certificate of Appropriateness (COA) (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (if organization/business)
- Unsafe Letter (Required for Dangerous Structures Grant)



**DESCRIPTION OF THE PROJECT**

Please describe the project and the property's current condition.

Build a 20' x 20' Room addition on back of the home at First St. Level. Remove all vinyl siding and aluminum wrap around windows and install L.P. Smart siding with all 1x trim boards on corners and around windows and doors.

New 6" Seamless Aluminum Gutters.

New Owen Corning Shingles.

Additional pages are attached.

**DETAILED PROJECT SCHEDULE**

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

Demo of existing Back Porch and concrete 2/25

New concrete footer, foundation, and slab 3/25

Frame new addition and roof 4/25

Siding, Gutters, and Completion 5/25

Additional pages are attached.



**DETAILED PROJECT BUDGET WORKSHEET**

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

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	L.P Smart Siding and Accessories	14,386	
2	Labor for removal of vinyl siding & install of L.P.	11,000	
3			
4			
5			
6			
7			
8			
9			
10			
Totals		25,386	

Additional pages are attached.

**DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)**

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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Additional pages are attached.



**Applicant must read and initial the following:**

*SS* I understand that the grant funds must be used only for the project described in this application. The work must be completed within twelve (12) months of the date that the grant is awarded. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

*SS* I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

*SS* I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

*SS* I understand that if any plans to the project change or if the contractor changes, I must notify the Director of Planning prior to the project construction continuing.

*SS* I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

*SS* I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

*SS* I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

*[Signature]*  
 \_\_\_\_\_  
**Applicant(s) Signature**

12/20/24  
**Date**

**Documentation Review** (Completed by Planning Office)

- Complete application
- Photographs of Property
- Project Plans (If required)
- Copies of Construction Quotes
- COA application filed (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (If required)
- Unsafe Letter (If required)

Staff Notes







# MADISON

Indiana  
Planning, Preservation and Design

\$10 cash

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

Application for P.A.C.E.  
Preservation & Community  
Enhancement Grant Program

Application Fee: \$10.00

Purpose: Application is hereby made to request funding from the 2025 PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown or a Building Permit.

**APPLICANT INFORMATION**

Date: 11/18/2024  
 Property Owner Name: Beverly Luong  
 Mailing Street Address: 805 East Second St.  
 City: Madison State: IN Zip: 47250  
 Phone (Preferred): 502-216-7585 Phone (Alternate): 50114  
 Email: intalent.talentegmail.com

**PROJECT INFORMATION**

Street Address: 805 East Second St.  
 Total Cost of Project (include all costs to complete the entire project): \$14,405.70  
 Estimated Date of Completion of Work: March 2026  
 Hilltop  Downtown

**GRANT INFORMATION**

Rehabilitation (Downtown) Grant  Curb Appeal (Hilltop) Grant  Dilapidated Structures Grant  Dangerous Buildings Grant

Amount of Grant Requested (can be obtained from the office): \_\_\_\_\_

**A PACE grant application must include the following documents:**

- Complete application
- Photographs of existing conditions of Property
- Project Plans (required if altering footprint or openings)
- Copies of Construction Quotes for the project
- Certificate of Appropriateness (COA) (If applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (if organization/business)
- Unsafe Letter (Required for Dangerous Structures Grant and Recommended for Dilapidated Structures)





**DESCRIPTION OF THE PROJECT**

Please describe the project and the property's current condition.

Total # of windows = 10  
 Windows are leaking Air with moisture on 3 interior windows in living room/kitchen area - Two have glass breakage - Bedroom #1 leaking air causing moisture on inside of window. All windows are painted shut. Several windows were sealed with caulk - None can be removed resulting in safety for resident who is senior citizen. Resident has taped windows where air leak was causing condensation on inside of windows. Windows do not close properly causing air leak & seller caulked them since they did not replace. Leaking windows cause increased energy loss & increased heating cost. Resident continues to have someone fill in with caulk as additional leaks are found. Resident lives alone & unable to do the repairs.

**DETAILED PROJECT SCHEDULE**

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

Additional pages are attached.  
 Replacing these windows will make home safer & energy save  
 ③ Look better without have to tape glass to hold window in place.  
 I would appreciate your help greatly.

The estimate cost determined this can be completed pending paying 1/2 of cost up front & the balance upon jobs completion. It can be completed within 12 months & AS SOON AS payment can be made.



**DETAILED PROJECT BUDGET WORKSHEET**

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

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	Glass Unlimited Estimate #1	13,658.19	
2	Glass Unlimited Estimate #2	14,465.76	
3	Please see sales proposal		
4			
5			
6			
7			
8			
9			
10			
	Totals	\$14,465.76	\$7,232.88

Additional pages are attached.

**DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)**

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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Additional pages are attached.



**Applicant must read and initial the following:**

I understand that the grant funds must be used only for the project described in this application. The work for a Rehabilitation, Dangerous Buildings, or Curb Appeal project is not completed within the original twelve (12) months along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

I understand that the grant funds must be used only for the project described in this application. The work for a Dilapidated Structures project is not completed within the original approval period (twelve (12) or twenty-four (24) months) as approved by the Board of Works and Safety along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

I understand that if any plans to the project change or if the contractor changes, I must notify the P.A.C.E. Grant Program Staff prior to the project construction continuing.

I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

*Beverly Gons*  
**Applicant(s) Signature**

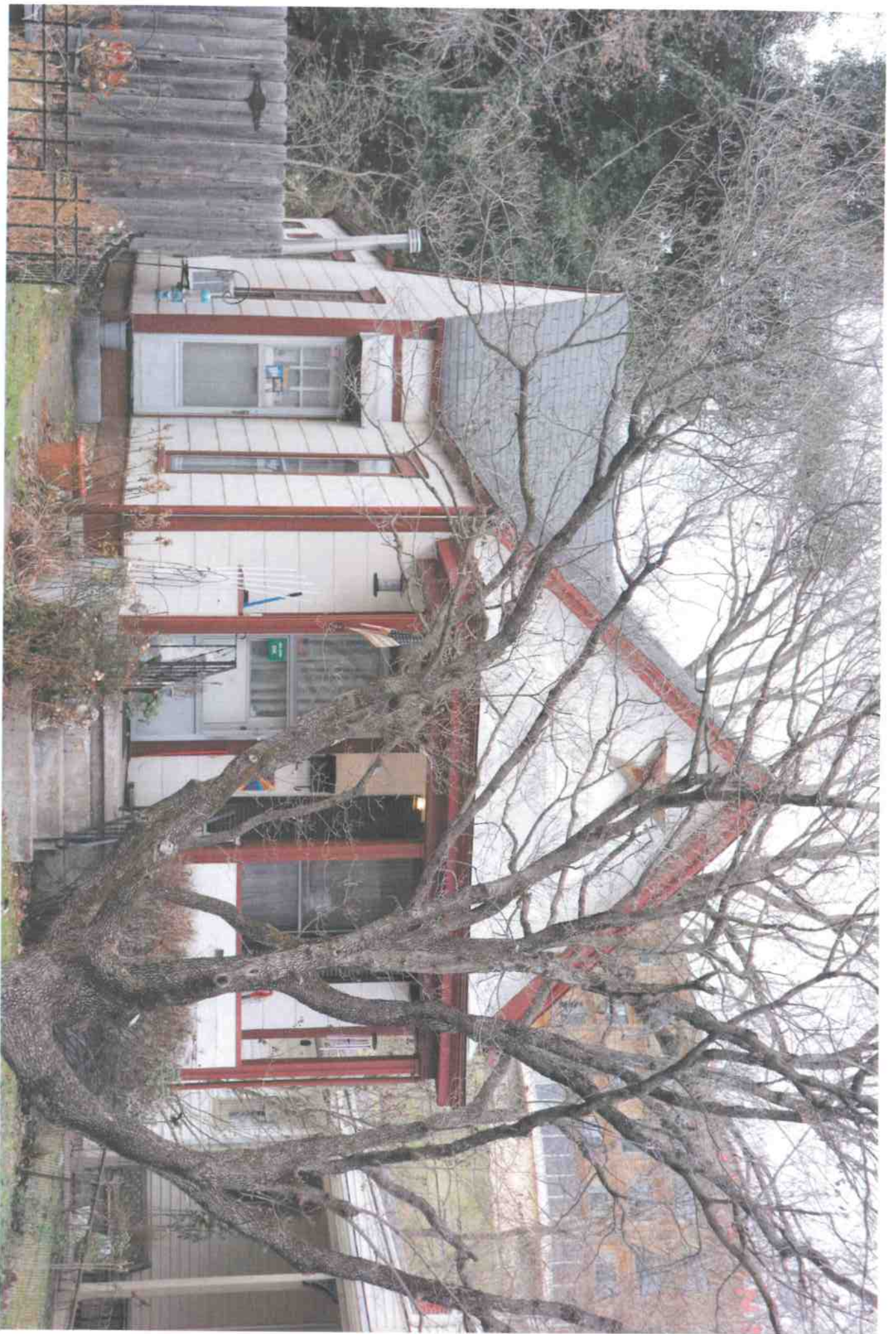
12/1/2024  
**Date**

**Documentation Review (Completed by Planning Office)**

- Complete application
- Photographs of Property
- Project Plans (If required)
- Copies of Construction Quotes
- COA application filed (if applicable)
- Proof of Property Insurance
- Proof of Ownership (Deed)
- Certificate of Incorporation (If required)
- Unsafe Letter (if required)

Staff Notes







# MADISON

*Indiana*  
Planning, Preservation and Design

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February 5, 2025

An amendment to an approved grant application has been filed by Steward Hizey at 215 East St. The condition of the porch was worse than expected, leading to a slight increase in cost to repair it.

Original Grant Funds	Proposed Grant Funds	Amendment
\$4,417.50	\$1,137.50	\$5,555.00

Thank you,

Brenna Haley  
PACE Staff  
City of Madison, Indiana



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 paid invoices and receipts must also be submitted. If a Midpoint Report was submitted, only paid invoices and receipts after that report are required to be submitted with this form.

**APPLICANT INFORMATION**

Date: 03/10/25

Property Owner Name: Jennifer Bates

Mailing Street Address: 406 east 2nd st

City: Madison State: In Zip: 47250

Phone (Preferred): (812) 701-3883 Phone (Alternate): 812-265-4127

Email: jenniferbates420@yahoo.com

**PROJECT INFORMATION**

Street Address: 420 east 2nd st

Total Cost of Project (include all costs to complete the entire project): 16005.42

Estimated Date of Completion of Work: 03/10/25

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.

Replace windows

\_\_\_\_\_

\_\_\_\_\_

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 Cost	Amount of Grant Funds (50% max)
	SAMPLE: Lumber and supplies per sales ad from Lowe's	\$1,076	\$538.00
1	Material and labor 7 sun USA aluminum clad architectural double		
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
	<b>Totals</b>	<b>16005.40</b>	<b>7500</b>

Additional pages are attached.

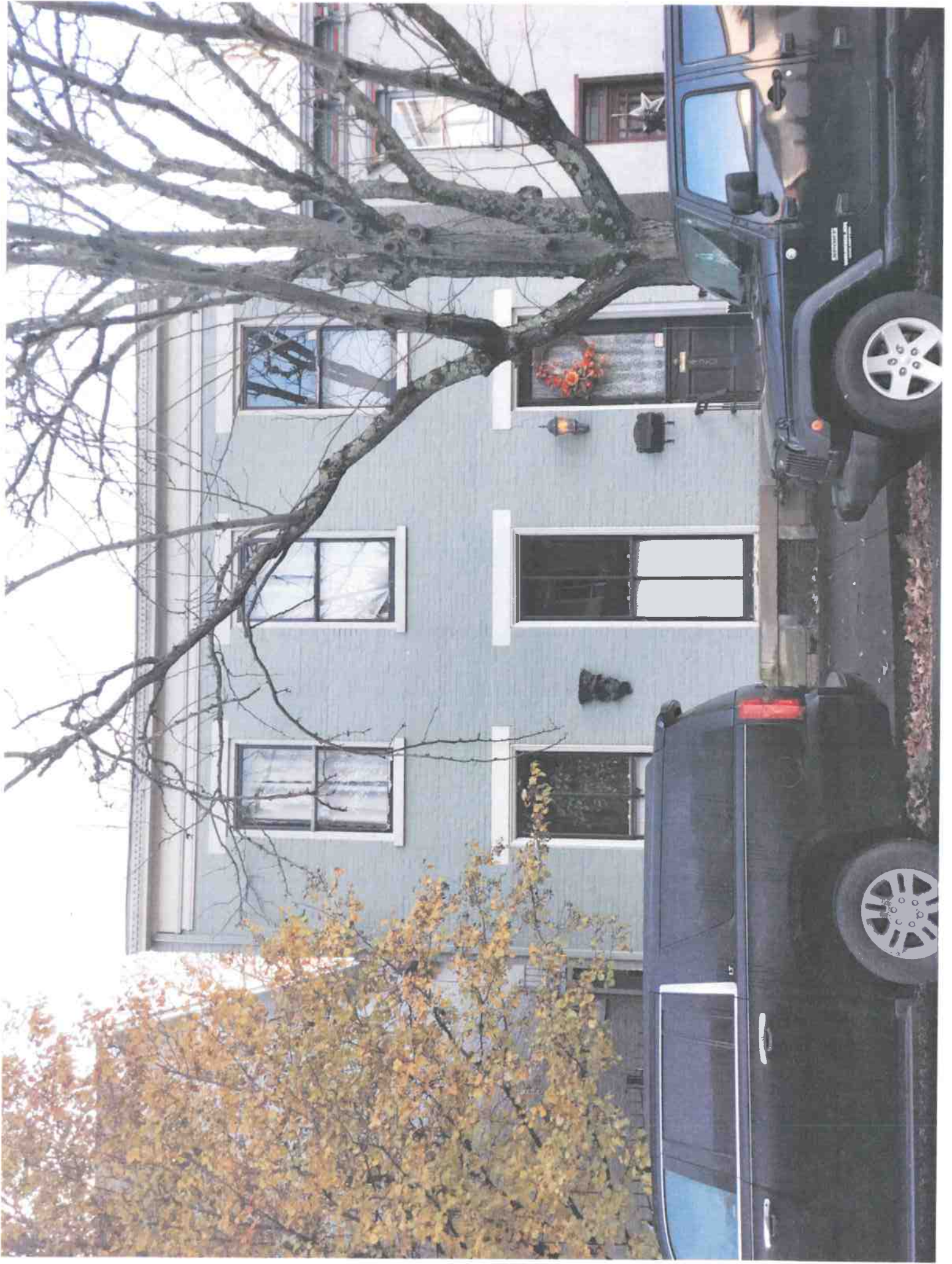
I certify that the project was completed and that all required documents are included in my final report packet.

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

3/10/25

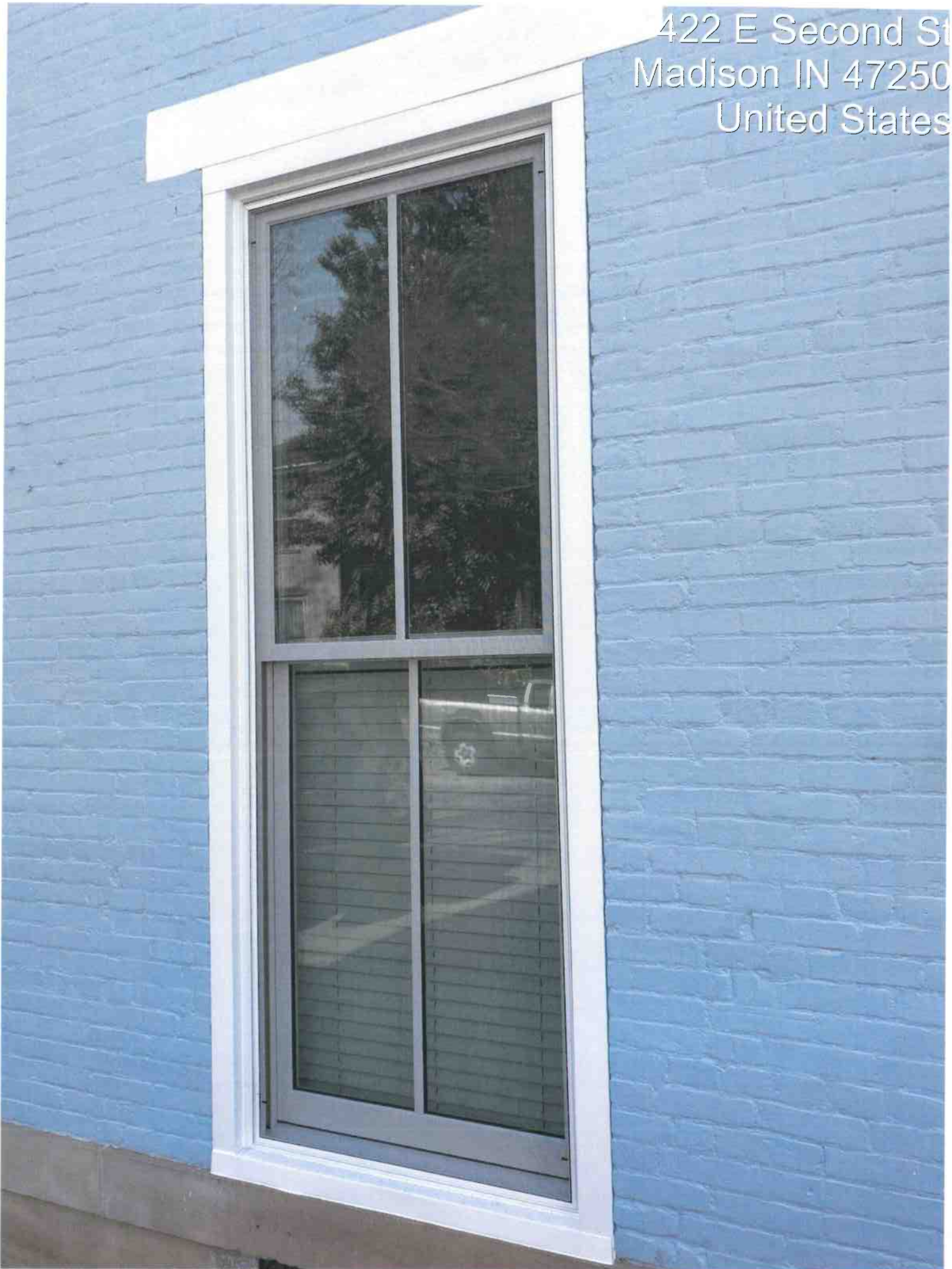
\_\_\_\_\_  
**Date**







422 E Second St  
Madison IN 47250  
United States



417 E Second St  
Madison IN 47250  
United States





## CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: City of Madison  
Engineer: Commonwealth Engineers, Inc.  
Contractor: MW Cole Construction, LLC  
Project: Water Utility Improvements  
Contract Name: Division "B" – Storage Tanks Rehabilitation

Owner's Project No.:  
Engineer's Project No.: W19120  
Contractor's Project No.:

This  Preliminary  Final Certificate of Substantial Completion applies to:

All Work  The following specified portions of the Work:

Date of Substantial Completion: March 6<sup>th</sup>, 2025

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be Substantially Complete. The Date of Substantial Completion of the Work designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work must be as provided in the Contract, except as amended as follows:

Amendments to Owner's Responsibilities:  None  As follows:

Amendments to Contractor's Responsibilities:  None  As follows:

**Warranty Period\*, Insurance\*\***

\* One year warranty inspection to be completed on February 4<sup>th</sup>, 2026.

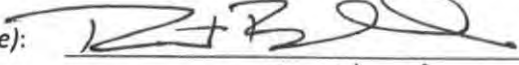
\*\* CONTRACTOR shall maintain insurance coverage through the 30-day period until FINAL completion to allow the OWNER to establish their coverage's and policies.

The following documents are attached to and made a part of this Certificate:

Punch List, Request for Substantial Completion Letter

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.


Engineer: Commonwealth Engineers, Inc.

By (signature):   
Name (printed): ROBERT BELLUCCI  
Title: PROJECT MANAGER

Owner: City of Madison

By (signature): \_\_\_\_\_  
Name (printed): \_\_\_\_\_  
Title: \_\_\_\_\_

Contractor: MW Cole Construction, LLC

By (signature):   
Name (printed): MICHAEL W COLE  
Title: PRESIDENT



**MW Cole Construction**

**MW Cole Construction**  
2989 Bonifay Path  
The Villages, FL.32163  
Phone: 618-593-6879

This is to certify that **MW Cole Construction LLC** has substantially completed the construction of **City of Madison, Indiana – Water Utility Improvements Division “B” – Storage Tanks Rehabilitation** located in Madison, Indiana on March 3, 2025.

This project has been completed in accordance with the terms and conditions of the Construction Contract and as directed by **City of Madison, Indiana**, and the Contractor has performed all required duties as set forth in the Contract.

**SUBSTANTIAL COMPLETION DEFINITION:**

The stage of construction where, in the opinion of the OWNER, all items of the Work necessary to enable the asset to be utilized without significant restrictions for the purpose for which the asset was intended. All pay items shall be completely installed and all necessary testing as required by the Laws Regulations and/or Contract Documents shall be completed.

Therefore, this certificate certifies that the Project is complete and all work required by the Construction Contract has been completed except for Punch List items, which shall be completed at a later date.

This Certificate of Substantial Completion is issued in lieu of an Occupation Certificate.

**Date: March 3, 2025**

**Contractor:** *Michael W. Cole*  
Michael W. Cole, President  
MW Cole Construction LLC

**Owner:** [N/A - REFER TO PRIOR CERTIFICATE](#)

**Service-Disabled Veteran Owned Small Business (SDVOSB)**

ATTACHMENT TO CERTIFICATE OF SUBSTANTIAL COMPLETION  
FOR  
MADISON - WATER UTILITY IMPROVEMENTS DIV. B - STORAGE TANKS REHABILITATION  
-  
COMMONWEALTH ENGINEERS, INC. PROJECT NO. W19120-B  
PUNCH LIST  
MW COLE CONSTRUCTION LLC

February 27, 2025

ITEM #	LOCATION	ISSUE	STATUS	ASSIGNED VALUE (\$)
<b>Hilltop Ground Storage Tanks</b>				
1	Between Tanks	Existing Gate Valves Collars Require Repair	Incomplete	\$5,000.00
2	Sitewide	Trash Removal	Incomplete	\$1,250.00
3	Sitewide	Grading, seeding, and surface restoration	Incomplete	\$4,000.00
4	Tank No. 1	Paint Touchup at Adjacent to Drain Valve	Incomplete	\$1,500.00
5	Tank No. 1	Drain Valve Coating	Incomplete	\$1,500.00
6	Tank No. 2	Paint Touch Up at Manway Bracket (above manway)	Incomplete	\$1,500.00
7	Tank No. 2	Repair/Replace Manual Tank Gauge	Incomplete	\$2,000.00
<b>Hilltop North Elevated Tank</b>				
8	Sitewide	Trash Removal	Incomplete	\$1,250.00
9	Sitewide	Grading, seeding, and surface restoration	Incomplete	\$4,000.00
10	Sitewide	Equipment Removed from Site	Incomplete	\$1,497.62
11	Riser	Drain Valve Leaking at the Thread	Incomplete	\$1,500.00
12	Riser	Drain Valve Paint Touchup	Incomplete	\$1,000.00
<b>Hilltop South Elevated Tank</b>				
13	Sitewide	Trash Removal	Incomplete	\$1,250.00
14	Sitewide	Drain Valve Needs to be Painted	Incomplete	\$1,000.00
15	Sitewide	Grading, seeding, and surface restoration	Incomplete	\$4,000.00
<b>SR 62 Elevated Tank</b>				
16	Sitewide	Trash Removal	Incomplete	\$750.00
17	Sitewide	Grading, seeding, and surface restoration	Incomplete	\$4,000.00
18	Sitewide	Existing Culvert is Damaged and Needs to be Repaired	Incomplete	\$4,000.00
19	Tank Leg - Ladder	Metering Wire from panel needs to be tied back onto ladder.	Incomplete	\$500.00
20	Riser	Drain Valve Coating	Incomplete	\$1,000.00
<b>Hillside In-Ground Storage Tank</b>				
21	Sitewide	Trash Removal	Incomplete	\$1,250.00
22	Sitewide	Grading, seeding, and surface restoration	Incomplete	\$4,500.00
<b>Complete Project</b>				
23		Submit American Iron and Steel Documentation	Incomplete	Full Retainage
24		Final waiver of Lien	Incomplete	Full Retainage
25		O&M Manuals (Cathodic Protection)	Incomplete	Full Retainage
26		Provide a Complete Set of Record Drawings (DS-00)	Incomplete	Full Retainage
			SUB TOTAL	Full Retainage
			<b>TOTAL (x 200%)</b>	<b>\$96,495.24</b>