

B. Approval of Revision of Council Members on the Personnel Administrative Committee (PAC)

8. VETERAN'S AFFAIRS OFFICE, Steven Miller 10
Request Approval to Amend the 2024 Salary Ordinance

General Fund-Veterans, 1000-0012

FROM:

10043 Veterans Affairs Benefit Coordinator 35 Hrs COMOT B Non-Exempt \$44,336 annually

TO:

10043 Deputy Director/Assistant Veterans Service Officer 40 Hrs PAT A Non-Exempt \$59,031 annually
Requested Effective Date: February 11, 2024

In November 2023 the Department submitted a PAC request to have the Veteran's Affairs Benefits Coordinator position reclassified with a title change of Deputy Director/Assistant Veterans Service Officer. The Waggoner, Irwin, and Scheele (WIS) Recommendation was reviewed by PAC on 02-06-24 with approval to be sent to Council with a positive recommendation of amending the title and classification to a PAT A; Non-Exempt. The Department is also requesting to increase the weekly working hours of this position from 35 to 40 hours per week.

9. AVIATION DEPARTMENT, Carlos Laverty 19
Request the Approval of an Additional Appropriation

Aviation Construction, 4801-0000

30006 Contractual \$257,273.37

The Department is requesting an additional appropriation in the Contractual line to cover the following items:

1. Crawford, Murphy & Tilly is to complete a study by providing an analysis of passenger behaviors within the KBMG area to assist the new terminal design and build totaling \$22,660.
2. Repairs/upgrades to a gate which sustained damage from a tenant owned vehicle. Tenant insurance covered \$23,750. The additional request is to cover the repair and update totaling \$41,463.37.
3. Repairs and improvements to the Storm Sewer Culver Liner under Taxiway A. Signed contracts are in place with Inliner Solutions and Lentz Paving totaling \$97,850.
4. Monroe County Board of Airport Commissioners approved three agreements with Woolpert to prepare and design a new terminal, review existing data/information for an HVAC cost estimate, and to design and create an exhibit for necessary airfield improvements to accompany a new self-service fuel farm totaling \$95,300.

10. WASTE REDUCTION DISTRICT, Tom McGlasson 51
Request Approval of a Fund-to-Fund Transfer

Operating 8210

FROM:

99-99-99999 Unappropriated \$18,600

Debt Service 8283

TO:

00-32000 Transfer In \$18,600

The Department's December tax disbursement received for the Debt Service Fund was not adequate to cover the debt service payment due on 02-01-24. To ensure this payment was received by the due date, excess cash reserve funds from the Operating Fund bank account were transferred to the Debt Service Fund bank account on 01-10-24.

The Department is requesting the creation of a line in the Prosecutor’s General Fund for Transcripts. This is a line that has been budget previously but went unused for many years so was not funded in the 2024 Budget. There is now a need for this line to have transcripts made for a post-conviction relief case. No request for additional appropriation is necessary as there will be a transfer of funds into the line.

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B.	Request Approval of Additional Appropriations	72
	<u>STOP Grant, 8123-9624</u>	
	13015 Domestic Violence Deputy Prosecutor	\$ 44,263.65
	13425 Sex Crimes Deputy Prosecutor	\$ 44,263.65
	17801 Part Time	\$ 11,700.00
	18101 FICA	\$ 6,066.00
	18201 PERF	<u>\$ 11,260.00</u>
	TOTAL	\$117,553.30

The Department is requesting to create a new location number for grant tracking purposes and for appropriating renewed STOP Grant funding. The funds will pay a portion of salary and benefits for a full-time Sex Crimes DPA specialist, a full-time Domestic Violence DPA specialist, and a part-time assistant to the Special Victims Unit.

MEETING RECESS

14.	HEALTH DEPARTMENT, Lori Kelley	112
	A. Request Approval of Additional Appropriations	
	<u>Futures Clinic, 8126-9624</u>	
	17801 Part-Time	\$ 235.94
	21050 Medical Supplies	\$ 600.00
	21112 LARC	\$2,453.10
	25190 Medications	\$ 220.38
	38110 Services & Charges	<u>\$ 400.00</u>
	TOTAL	\$3,909.42

The Department is requesting approval of additional appropriations of earned income and Long-Acting Reversible Contraception (LARC) reimbursement in Futures Clinic Fund 8126. A total of \$1,456.32 of earned income from December insurance claims needs to be appropriated. The Department is also requesting \$2,453.10 from the LARC reimbursement be appropriated to help offset the cost of supplies.

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B.	Request to Amend the 2024 Salary Ordinance Amendment	118
	<u>Health Fund, 1159-0000</u>	
	FROM:	
	10067 Financial Manager 35 Hours PAT B Non-Exempt	\$49,941 annually
	TO:	
	10067 Financial Manager 40 Hours PAT B Non-Exempt	\$57,076 annually
	<i>Requested Effective Date: January 1, 2024</i>	

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C. Request Approval of De-Appropriations

American Rescue Plan Act Fund, 8950-0000

Personnel Category	\$500,000
Supplies Category	\$500,000
Services Category	\$500,000
Capital Category	\$500,000

19. APPROVAL OF SUMMARY MINUTES AS PRESENTED

-October 3, 2023: 2024 Budget Public Hearing Summary Minutes

-January 23, 2024: Joint Executive Session of the County Council and Board of Commissioners

156
160

20. COUNCIL COMMENTS

21. ADJOURNMENT

Kim Shell

From: Sent on Behalf of Monroe County <no-reply@egovnotices.com>
Sent: Tuesday, January 30, 2024 10:31 PM
To: Kim Shell
Subject: Boards and Commissions Application Submitted - Receipt #2024-WGGSIU



Tue, Jan 30, 2024 22:28

A citizen submitted the following information for one or more item(s) for which you are on the notification list. The information sent to the citizen is as follows.

Confirmation

Thank you for your submission.

What Happens Next?

Your application will be reviewed.

Please Select the Board, Commission or Committee you wish to apply for

Boards, Commissions and Committees

Boards, Commissions and Committees: Board of Health

Please list your qualifications for this position.: I am a board certified family physician for the last 24 years practicing in Monroe County. I want to improve public health for our citizens. I have treated thousands of patients and because I am a primary care physician, I understand public health issues. I am a Republican.

Monroe County Government Boards and Commissions Application

TODAY'S DATE: 1/30/2024

FULL NAME: Dr. Lisa Hanner-Robinson

Nickname:

ADDRESS: [REDACTED]

CITY: BLOOMINGTON

ZIP CODE: 47403

RESIDENCE TOWNSHIP: Van Buren

Are You Eligible To Vote In The City Election: No

CONTACT INFORMATION

Email: [REDACTED]

Home: --

Work: --

Cell: [REDACTED]

OCCUPATION: MD

Applying for Boards(s) and/or Commissions(s): Board of Health

Referral/Referred by:

Why are you interested in applying for this position?: I am interested in using my 24 years of experience in family medicine in Monroe County to make a positive impact on public health matters for my community. I am excited about this opportunity.

To stay up to date you can view the status of this item [here](#).

[Monroe County, IN](#) | |

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: **Veterans Affairs** MEETING DATE REQUESTED (*Tentative*): **02/13/2024**
Request Presenter(s): **Steven Miller** Phone: **812-349-2537**

Was the Council Liaison notified prior to submitting this Agenda Request: **No**

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: **[Redacted]**

Transfer of Funds

Category

Fund Name: **[Redacted]**

Fund to Fund

Fund Name A: **[Redacted]**

Fund Name B: **[Redacted]**

Salary Ordinance Amendment *Effective Date of Amendment:* **2/11/2024**

De-Appropriation of Account Lines

Fund Name: **[Redacted]**

Other (Specify) **[Redacted]**

Narrative: Give a **DETAILED SUMMARY** explanation for the request (*purpose, action needed, etc.*).

Dear County Council Members,

I am writing to formally request the County Council's review and approval of the following WIS recommendations:

1. Changing the job title from Veterans Benefit Coordinator to Deputy Director/Assistant Veteran Service Officer.
2. Upgrading the pay scale from COMOT B to PAT A.
3. Increasing the weekly working hours from 35 to 40.

The primary objective of this proposed transformation is to strengthen our ability to expand and enhance our outreach efforts, ultimately providing a higher level of support to our local veterans and their families. We firmly believe that elevating this position is essential to providing the expertise and assistance necessary to achieve these objectives.

Furthermore, the proposed change in job title aligns with a nationwide initiative to adopt the title of Assistant Veteran Service Officer for individuals who are veterans and have obtained accreditation from various Veteran Service Organizations (VSO). This accreditation significantly enhances our ability to serve our clients and their families by providing access to critical VA and VSO resources. This expanded access enables a more comprehensive and effective approach to assisting our clients.

We sincerely appreciate your valuable support in this matter, and we eagerly anticipate your input and guidance throughout the entirety of this process.

Thank you for your attention to this important matter.

Warm regards,
Steven Miller

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

ESTIMATED COMPENSATION FISCAL IMPACT

Calendar Year: 2024

ACCOUNT LINES

FT Insurance:	\$12,316	18001
FICA:	7.65%	18101
PERF:	14.20%	18201
Longevity:	Varies	17601

Department: Veterans Affairs Office

Account Line: 1000-10043-0012

Deputy Director/Assistant Veterans Service Officer
(formerly Benefits Coordinator)

Position Title: (formerly Benefits Coordinator)

FLSA Status: Non- Exempt

Current Weekly Hours:

35	40
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Hourly Base Rate:

\$24.36 Current	\$28.38 REQUESTED	ESTIMATED ANNUAL
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Classification:

COMOT B	PAT A	TOTAL YEAR FISCAL IMPACT
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Step Level:

8-Year	8-Year
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Salary:	\$ 44,336.00	\$ 59,031.00	\$ 14,695.00
Insurance:	\$ 12,316.00	\$ 12,316.00	\$ -
FICA:	\$ 3,392.00	\$ 4,516.00	\$ 1,124.00
PERF:	\$ 6,296.00	\$ 8,383.00	\$ 2,087.00
Longevity:	\$800.00	\$800.00	\$ -

TOTALS

\$ 67,140.00	\$ 85,046.00	\$ 17,906.00
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Remaining Payroll Claims 22
EFFECTIVE DATE 2/11/2024
PROPOSED FISCAL IMPACT
\$ 12,435.00
\$ 952.00
\$ 1,766.00
\$ -
\$ 15,153.00

Fiscal Impact

The above fiscal impact total is based on a full year of service. The final amount will be prorated pending **Effective Date** of change.

Waggoner Irwin Scheele
& Associates INC

MEMO

DATE: January 12, 2024
TO: Kimberly Shell, Council Administrator
FROM: Lori Seelen and Ethan Crenshaw
SUBJECT: Reclassification Requests – Veterans Services

As requested, Waggoner, Irwin, Scheele and Associates (WIS) reviewed the reclassification of the Deputy Director/Assistant Veterans Service Officer.

Deputy Director/Assistant Veterans Service Officer

This is a classification request. The position is currently titled Veterans Affairs Benefits Coordinator and classified at COMOT B Non-exempt. The department is requesting reclassification to the PAT job category due to “increased responsibility of the position and additional substantial new requirements of out reach and community involvement.” The job description has been revised and the position is responsible for providing benefit information and assistance to veterans, their dependents, and survivors. This position reports directly to the Veterans Service Officer/Director.

Added job duties include: Assisting Veterans Service Officer/Director and assuming all responsibilities in their absence including overseeing and directing general operations of the Veterans Affairs Office; and Engaging in outreach efforts, attending Veterans Service Organization meetings, coalition meetings, and participating as a board or committee member for veterans’ organizations and groups.

Job requirements have been updated to include: Associate degree in Human Services, Social Work, Medical Sciences, Public Affairs, Military Science, or equivalent knowledge gained through experience and/or education with one to two years related experience and/or training required; and Ability to obtain and maintain accreditation from the Indiana Department of Veterans Affairs, National Association of County Veteran Service Officers, and other Veteran Service Organizations to have access to Veterans Benefits Management System and to act as Power of Attorney for Veterans Claims.

We have assessed this position respective of other positions in the COMOT and PAT job categories and refactored the position using the Factor Evaluation System (FES) job classification point factor guide charts for PAT positions.

Recommendation: With the increase in responsibilities and requirements the position fits best within the PAT job category. We factored the position at 270 PAT factor points. Therefore, it is recommended that the position be classified at PAT A Non-exempt and compensated within the PAT A pay range. It is also recommended that the job title change to Deputy Director/Assistant Veterans Service Officer be approved.

**POSITION DESCRIPTION
COUNTY OF MONROE, INDIANA**

POSITION: Deputy Director/Assistant Veterans Service Officer
DEPARTMENT: Veterans Affairs
WORK SCHEDULE: 8:00 a.m. – 4:00 p.m.; M-F
JOB CATEGORY: PAT A (*Professional, Administrative, Technological*)

DATE WRITTEN: January 2007 **STATUS:** Full-time
DATE REVISED: February 2021, February 2024 **FLSA STATUS:** Non-exempt

To perform this position successfully, an individual must be able to perform each essential function of the position satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. Monroe County provides reasonable accommodations to qualified employees and applicants with known disabilities who require accommodation to complete the application proves or perform essential functions of the job unless those accommodations would present an undue hardship.

Incumbent serves as Deputy Director/Assistant Veterans Service Officer for Monroe County, responsible for providing benefit information and assistance to veterans, their dependents, and survivors.

DUTIES:

Assists Director/Veterans Service Officer and assume all responsibilities in their absence including overseeing and directing general operations of the Veterans Affairs Office.

Engages in outreach efforts, attends Veterans Service Organization meetings, attends coalition meetings, and participates as a board or committee member for veterans' organizations and groups.

Provides veterans benefits information to veterans, their dependents and survivors, local government agencies, and the media by responding to inquiries in person, by mail, by telephone, and email.

Assists eligible veterans in procurement and proper completion of federal veterans' benefit application forms. Researches and determines applicable laws, precedent cases, eligibility requirements, and monitors claim status, as necessary. Assists clients' designated veterans' organization representative as Power of Attorney on claim matters.

Completes veterans initial benefit application or reopens existing claims for compensation or pension. Prepares or assists veterans in preparation of appropriate benefits claim forms and other documentation. Files application for eligible veterans for education and vocational rehabilitation.

Assists in resolving problems encountered by veterans by searching information and filing appeals with Federal Veterans' Administration for denied benefits.

Researches medical conditions and obtain necessary medical records and statements form physicians to support claims.

Obtains necessary financial information and corroborating information and documents through contact with friends, family members, and/or other sources.

Prepares department correspondence, agendas, vouchers, requisitions, and related documents, as required. Maintains and updates department records and files, ensuring convenient retrieval.

Assists with preparation of annual budget and orders office supplies, monitoring office supply budget, and processing claims.

Attends Veterans Service Officers' meetings and training seminars as required by IDVA.

Performs related duties as assigned.

I. JOB REQUIREMENTS:

Associate degree (A.A. or AB.S.) in Human Services, Social Work, Medical Sciences, Public Affairs, Military Science, or equivalent knowledge gained through experience and/or education with one to two years related experience and/or training required.

Ability to obtain and maintain accreditation from the Indiana Department of Veterans Affairs, National Association of County Veteran Service Officers, and other Veteran Service Organizations to have access to Veterans Benefits Management System and to act as Power of Attorney for Veterans Claims.

Ability to attend and successfully complete conferences and trainings for County Service Officer as required.

Thorough knowledge of federal, state, and county veterans' benefits, eligibility criteria, and application procedures.

Thorough knowledge of Microsoft Office, Excel, Word, Outlook, and PowerPoint, and ability to learn and use institutional software systems.

Thorough knowledge of military documents, acronyms, and order formats, medical terminology, and categories of active and reserve duty. Knowledge of military retirement pay and medical benefits.

Ability to effectively counsel potential clients from a wide range of ethnic backgrounds, age groups, educational levels, disabilities, and wartime or peacetime backgrounds, and to deal with veterans and their families in a sincere and helpful manner.

Ability to accurately research benefit issues, interpret sources such as federal and private web pages and gauge reliability, and apply case law regarding county, state, and federal veterans' programs' intent, legislative history, eligibility criteria, application, and appeal procedures.

Ability to maintain accurate records and prepare necessary activity reports. Ability to copy data from one document to another and interview to obtain information. Ability to provide supportive documentation, including trend analysis, for budget requests.

Ability to properly operate standard office equipment, including computer, printer, calculator, fax machine, and VOIP telephone.

Ability to provide public access to or maintain confidentiality of department information and records according to state requirements.

Shall comply with all employer and department policies and work rules, including, but not limited to, attendance, safety, drug-free workplace, and personal conduct.

Ability to effectively communicate orally and in writing with co-workers, other County departments, IDVA, US Department of Veterans Affairs, and the public, including being sensitive to professional ethics, gender, cultural diversities, and disabilities.

Ability to work alone with minimum supervision and with others in a team environment.

Ability to understand, retain, and carry out written or oral instructions and present findings in oral or written form.

Ability to occasionally work extended hours and travel out of town for training seminars, sometimes overnight.

Possession of a valid driver's license and a demonstrated safe driving record.

II. DIFFICULTY OF WORK

Operating within general instructions, guidelines, and rules, incumbent selects the proper ones to ensure successful completion of assigned tasks. Incumbent performs a narrow range of regular duties which involve consideration of several variables, with relationships among them not always obvious.

III. RESPONSIBILITY:

Incumbent is responsible for proper completion of assigned tasks where desired results are clearly indicated. Incumbent exercises independent judgment in a variety of situations and circumstances, using departmental policies for guidance. Unusual problems or situations are discussed with the supervisor, and work product is periodically reviewed for soundness of judgment and conclusions, and overall adherence with departmental policies.

IV. PERSONAL WORK RELATIONSHIPS:

Incumbent maintains frequent contact with co-workers, other County departments, IDVA, US Department of Veterans Affairs, and the public for a variety of purposes, including obtaining and exchanging information and completion of ongoing in-service training.

Reports directly to Director/Veterans Service Officer

V. PHYSICAL EFFORT AND WORK ENVIRONMENT:

Incumbent performs duties in a standard office environment, including sitting/walking at will, driving, sitting for long periods, lifting/carrying objects weighing less than 25 pounds, close vision, keyboarding, speaking clearly, and hearing sounds/communication.

Incumbent occasionally works extended hours and travels out of town for training seminars, sometimes overnight.

APPLICANT/EMPLOYEE ACKNOWLEDGMENT

The job description for the position of Deputy Director/Assistant Veteran Service Officer for the Monroe County Veterans Services Department describes the duties and responsibilities for employment in this position. I acknowledge that I have received this job description and understand that it is not a contract of employment. I am responsible for reading this job description and complying with all job duties, requirements and responsibilities contained herein, and any subsequent revisions.

Is there anything that would keep you from meeting the job duties and requirements as outlined?
Yes _____ No _____

Applicant/Employee Signature

Date

Type or Print Name



I have reviewed the job duties, requirements and responsibilities contained herein with the employee.

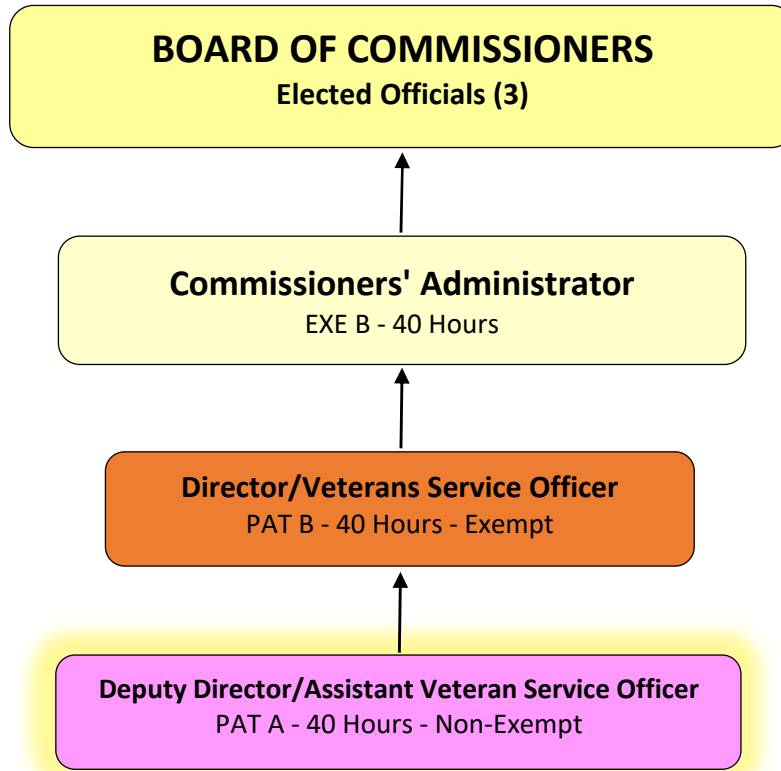
Department Head/Supervisor Signature

Date

Type or Print Name

VETERAN'S AFFAIRS DEPARTMENTAL ORG CHART DETAIL

PROPOSED
6-Feb-2024



Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Aviation MEETING DATE REQUESTED (Tentative): 2/13/2024
Request Presenter(s): Carlos Laverty Phone: 812-825-5406

Was the Council Liaison notified prior to submitting this Agenda Request: Yes

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: 4801 Construction

Transfer of Funds

Category

Fund Name:

Fund to Fund

Fund Name A:

Fund Name B:

Salary Ordinance Amendment Effective Date of Amendment:

De-Appropriation of Account Lines
Fund Name:

Other (Specify)

Narrative: Give a DETAILED SUMMARY explanation for the request (purpose, action needed, etc.).

We are requesting the following:

1) MCBOAC have a signed agreement with Crawford, Murphy & Tilly, Inc. (CMT) to complete a Catchment Study. The study to provide an analysis of passenger behaviors within the BMG area. This information is used to support the new Terminal design/build. Total for the study \$ 22660.00.

2) Security Gate Repair/Upgrades. Gate 6 was damaged due to a tenant, of which their insurance covered the damage in the form of a check in the amount of \$ 23750. Upgrades to several of the gates total \$17713.37. Total \$41463.37.

3) Airport Storm Sewer Culver Lining under TWY. Inliner Solutions will clean/flush/Install a heavy lining inside 480 LF of drain situated under TWY A. The signed contract totals \$70800.00.

Lentz Paving will saw cut to allow Inliner access to the drain, repave the area when Inliner completes their portion. The signed contract amount is \$27050.00. Total for this portion is 97850.00.

4) MCBOAC approved and signed 3 agreements with Woolpert:

a) \$73300.00 - To prepare/design New Terminal.

b) \$16000.00 - Air Traffic Control Assessment Change Order #1. To review existing data/information gathering for HVAC cost estimate.

c) \$6000.00 - Design and create exhibit to show necessary airfield improvements to accompany a new self service fuel farm.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

Acct	Obj	Carry Forward Approp	Original Approp	Add'l Approp	Adj Approp	Total Approp	Expenditure	Unexpend Balance	Unexpend Pct
☐ Fund : 4801									
☐ Loc : 0000									
30006	00000	5,300.00	0.00	102,746.35	0.00	108,046.35	96,816.35	11,230.00	10.39%
		5,300.00	0.00	102,746.35	0.00	108,046.35	96,816.35	11,230.00	10.39%
		5,300.00	0.00	102,746.35	0.00	108,046.35	96,816.35	11,230.00	10.39%
		5,300.00	0.00	102,746.35	0.00	108,046.35	96,816.35	11,230.00	10.39%

2023 STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made between MONROE COUNTY AIRPORT, whose address is 972 S. Kirby Road, Bloomington, Indiana, 47403, hereinafter called the **CLIENT** and Crawford, Murphy & Tilly, Inc., Consulting Engineers, 2750 West Washington Street, Springfield, Illinois 62702, hereinafter called the **CONSULTANT**.

WITNESSETH, that whereas the **CLIENT** desires the following described professional services:

CMT will perform a catchment study – also known as a leakage or diversion study, on behalf of BMG. Catchment studies identify travel behaviors and relevant metrics for an airport’s community and its visitors.

The catchment study will provide BMG with a picture of passenger behavior within its community and greater region. The purchase of ADI data is for a 12-month subscription and is a one-time fixed cost. Although we will have data updates throughout that 12 months, this scope of work does not include any further consideration of the data after the initial analysis is delivered.

CMT will analyze ADI’s data to understand passenger behavior in the BMG area, identify top destinations, and evaluate the airlines used by travelers in the region. The catchment study deliverable will be in a PowerPoint presentation format that will be delivered by January 31, 2024. Two virtual meetings will be scheduled at a mutually agreed upon time between CMT and BMG. The first will be to review an initial draft of the catchment study deliverable, and the second will be scheduled if needed to address any follow-up items from the first virtual meeting.

Using year-ending 2nd quarter 2023 data, the following items will be included in the analysis:

- a. Catchment Overview defining BMG’s “Catchment Area”
- b. Passenger bookings point-of-origin (inbound vs. outbound) within the region
- c. Distance of Catchment Area Travelers to BMG by zip code of residence or visitation
- d. Top airport markets to/from the BMG Catchment Area by passengers and point-of-origin
- e. Distribution of airport usage for BMG Catchment passengers
- f. Distribution of airline usage for BMG Catchment passengers
- g. Average fare comparison between airports in the region
- h. Overall conclusions and recommendations

NOW THEREFORE, the **CONSULTANT** agrees to provide the above described services and the **CLIENT** agrees to compensate the **CONSULTANT** for these services in the manner checked below:

On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.

X At the lump sum amount of \$22,660.

IT IS MUTUALLY AGREED THAT payment of the lump sum of \$22,660 will be made upon the completion of the PowerPoint presentation.

IT IS FURTHER MUTUALLY AGREED:

N/A

The **CLIENT** and the **CONSULTANT** each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **CONSULTANT** shall assign, sublet or transfer any part of his interest in this **AGREEMENT** without the written consent of the other party hereto. This **AGREEMENT**, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This **AGREEMENT** is subject to the General Conditions attached hereto.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals this 5 day of Dec., 2023.

CLIENT:

Monroe County Board of Aviation Commissioners

(Client Name)



(Signature)

Carlos Laverty, Director

(Name and Title)

12/5/2023

Date

CONSULTANT:

CRAWFORD, MURPHY & TILLY, INC.

Douglas R. Gregory, C.M.

Digitally signed by Douglas R. Gregory,
C.M.
Date: 2023.12.04 14:18:32-06'00'

(Signature)

(Name and Title)

Date

CMT Job No. TBD

CRAWFORD, MURPHY & TILLY, INC.
STANDARD SCHEDULE OF HOURLY CHARGES
JANUARY 1, 2023

Classification	Regular Rate
Principal	\$ 275
Project Engineer II Project Architect II Project Manager II Project Environmental Scientist II Project Structural Engineer II	\$ 265
Project Engineer I Project Architect I Project Manager I Project Environmental Scientist I Project Structural Engineer I	\$ 230
Sr. Structural Engineer II Sr. Architect II	\$ 215
Sr. Technician II	\$ 190
Aerial Mapping Specialist	\$ 185
Sr. Engineer I Sr. Architect I Sr. Structural Engineer I Land Surveyor	\$ 185
Technical Manager II Environmental Scientist III	\$ 170
Sr. Technician I	\$ 165
Sr. Planner I GIS Specialist Engineer I Architect I Structural Engineer I	\$ 165
Environmental Scientist II Technician II	\$ 140
Planner I Technical Manager I Environmental Scientist I Technician I Project Administrative Assistant	\$ 120
Administrative/Accounting Assistant	\$ 80

If the completion of services on the project assignment requires work to be performed on an overtime basis, labor charges above are subject to a 15% premium. These rates are subject to change upon reasonable and proper notice. In any event this schedule will be superseded by a new schedule effective January 1, 2024.

Out of pocket direct costs will be added at actual cost for blueprints, supplies, transportation and subsistence and other miscellaneous job-related expenses directly attributable to the performance of services. A usage charge may be made when specialized equipment is used directly on the project. Subconsultant services furnished to CMT by another company will be invoiced at actual cost, plus ten percent.

STANDARD GENERAL CONDITIONS
Crawford, Murphy & Tilly, Inc.

1. Standard of Care

In performing its professional services hereunder, the **CONSULTANT** will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the **CONSULTANT'S** undertaking herein or its performance of services hereunder.

2. Reuse of Document

All documents including Drawings and Specifications prepared by **CONSULTANT** pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by **CLIENT** or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by **CONSULTANT** for the specific purpose intended will be at **CLIENT'S** sole risk and without liability or legal exposure to **CONSULTANT**; and **CLIENT** shall indemnify and hold harmless **CONSULTANT** from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

3. Termination

This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the **CONSULTANT** shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the **CONSULTANT'S** files in order and/or to protect its professional reputation.

4. Parties to the Agreement

The services to be performed by the **CONSULTANT** under this Agreement are intended solely for the benefit of the **CLIENT**. Nothing contained herein shall confer any rights upon or create any duties on the part of the **CONSULTANT** toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

5. Construction and Safety

The **CONSULTANT** shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the **CONSULTANT** be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

6. Payment

Payment for services rendered shall be made monthly in accordance with invoices rendered by the **CONSULTANT**. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1-1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. **CLIENT** will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by **CONSULTANT** in collecting payment, including interest, for services rendered.

7. Indemnification for Release of Pollutants

If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.

If, due to the nature of the service covered under this Agreement including the potential for damages arising out of the release of pollutants, **CLIENT** agrees that in the event of one or more suits or judgments against **CONSULTANT** in favor of any person or persons, or any entity, for death or bodily injury or loss of or damage to property or for any other claimed injury or damages arising from services performed by **CONSULTANT**, **CLIENT** will indemnify and hold harmless **CONSULTANT** from and against liability to **CLIENT** or to any other persons or entities irrespective of **CONSULTANT'S** compensation and without limitation. It is understood that the total aggregate liability of **CONSULTANT** arising from services performed by **CONSULTANT** shall in no event exceed \$50,000 or the total compensation received under this agreement whichever is greater, irrespective of the number of or amount of such claims, suits, or judgments.

8. Risk Allocation Check box if this does not apply

The total liability, in the aggregate, of the **CONSULTANT** and **CONSULTANT'S** officers, directors, employees, agents and consultants, and any of them, to **CLIENT** and anyone claiming by, through or under **CLIENT**, for any and all injuries, claims, losses, expenses or damages arising out of the **CONSULTANT'S** services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of **CONSULTANT** or **CONSULTANT'S** officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by **CONSULTANT** under this agreement, or the total amount of \$50,000, whichever is greater.

9. Project Schedule and Scope

Based on the schedule objectives provided by **CLIENT**, **CONSULTANT** will develop a schedule of important milestones as necessary for the project for **CLIENT'S** review and approval. **CONSULTANT** will monitor performance of services for conformance with the schedule and will notify **CLIENT** of any necessary changes to or deviations from the schedule. Where required by approved project schedule, **CONSULTANT** will present the required deliverables and complete the required tasks at the appropriate intervals for **CLIENT'S** review and approval prior to payment.

BSA Specialty Services Group, LLC

BSA Specialty Services Group LLC

7624 N. Fox Hollow Rd
 Bloomington, IN 47408-9321
 812-330-1415

Invoice

Date	Invoice #
1/22/2024	3019
Service Address	
Gate 6	

Bill To

<p>Monroe County Airport 972 S. Kirby Rd. Bloomington, IN 47403</p>
--

Order By
Brent

Qty	Item Code	Description of work	Price Each	Service Date	Amount
1	Bid Pricing	Bid pricing quote 10.04.2023...to temporary Gate #6 into operational condition by swapping gate 6 with gate 14	3,700.00		3,700.00
1	Bid Pricing	Replacement of old roller truck on gate 14, reused old idlers rollers, and drive rail. Bid Pricing quote dated 10.04.2023...Replacement of gate 6... consisting of new gate panel, fabric (chain link), truck rollers, guide roller, & drive rail (for operator) & labor	18,000.00		18,000.00
1	Bid Pricing	Bid Pricing quote dated 10.04.2023..Gate 6 upgrading to UL325 requirements, consisting of new sensors, updates of main board software, also clean up of operator & TagMaster installation system & access port, presence sensor for TagMaster was not operational, corrections to system to make sensor operational.	5,500.00		5,500.00

Invoices are due by the above terms, all past due invoices 30 days or more are subject to Finance charges at 2% per month, and additonal subject to collection fees, Late Fees and Attorney fees and court cost for any past due amount. Payment made with credit cards will be charged additional 4% processing fee.

FOR DEPOSIT ONLY EFT TRANSFERS
 Routing # 042200910
 ACCT. #5314451716

Subtotal
Sales Tax (0.0%)
Total
Payments/Credits
Balance Due

Terms	Job Completion Page 1
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BSA Specialty Services Group, LLC

BSA Specialty Services Group LLC

7624 N. Fox Hollow Rd
 Bloomington, IN 47408-9321
 812-330-1415

Invoice

Date	Invoice #
1/22/2024	3019
Service Address	
Gate 6	

Bill To

**Monroe County Airport
 972 S. Kirby Rd.
 Bloomington, IN 47403**

Order By
Brent

Qty	Item Code	Description of work	Price Each	Service Date	Amount
12	Gate Tech	Items not cover by above upgrades, operator pad concrete not in full contact with operator base, sawed out parts of existing operator pad, in-ground conduits re-routed into re-configured operator pad to come inside operator appropriately, replacement of surface PVC conduit in violation of NEC "subject to impact" moved to below grade to better serve above upgrades, also preformed gate system support post grounding for lighting damage prevention. Dates 12.22,12.27,12.28.2023	130.00		1,560.00
1	Bid Pricing	Bid Pricing quote dated 10.04.2023...Gate 14 swapping out damaged gate 6 replacement of 14 & and made fully "manual operational"	1,800.00		1,800.00
1	Materials supplied	Concrete, Conduit, grounding supplies.	171.37		171.37T

Invoices are due by the above terms, all past due invoices 30 days or more are subject to Finance charges at 2% per month, and additonal subject to collection fees, Late Fees and Attorney fees and court cost for any past due amount. Payment made with credit cards will be charged additional 4% processing fee.

FOR DEPOSIT
 ONLY EFT
 TRANSFERS
 Routing # 042200910
 ACCT. #5314451716

Subtotal	\$30,731.37
Sales Tax (0.0%)	\$0.00
Total	\$30,731.37
Payments/Credits	\$0.00
Balance Due	\$30,731.37

Terms	Job Completion Page 2
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This copy is for your records use the invoice number on your payment

PROPOSAL

GATEKEEPER SERVICES, LLC
5518 S. COUNTY ROAD 600 EAST
PLAINFIELD, INDIANA 46168
317-714-4061
DISABLED VETERAN OWNED

DATE: 01-17-2024

PROPOSAL SUBMITTED

TO: MONROE COUNTY AIRPORT
ATTENTION: BRENT (812) 325-7277

JOB: GATE REPAIR PARTS ONLY
LOCATION: 972 KIRBY ROAD
BLOOMINGTON, IN 47403

FROM: MATT LAROCHE

MATT@INDYGATEKEEPER.COM

WE PROPOSE TO FURNISH ONLY THE FOLLOWING

- (11) 576000 TRUCK ASSEMBLIES (GATES 9, 10, 11, 12 & 15)
- (2) NW-TROLLEY8WA TRUCK ASSEMBLIES (GATE 11)
- (4) 1204-120 3" GUIDE ROLLER WITH BRACKET (GATE 11)
- (20) GR5 GUIDE ROLLERS (GATES 15, 16, 17, 18 & 21)

FOR THE SUM OF ----- \$ 3,925.00 (SEE NOTE)

NOTE: ANY UNFORESEEN CIRCUMSTANCES COULD RESULT IN ADDITIONAL CHARGES

ESTIMATED LEAD TIME: 4-6 WEEKS
(FROM DATE OF ACCEPTANCE)

Payment to be made as follows: COD UNLESS CREDIT ACCOUNT HAS BEEN ESTABLISHED

Authorized Signature: Larry S. Kuhns (LARRY KUHNS)

This proposal may be withdrawn by us if not accepted within 30 days. We intend to file a mechanics lien if our billing terms are not met. A finance charge of 2% per month which is an annual percentage of 24% charged on all past due accounts. All legal fees are to be paid by consumer. I also agree to pay any collection expenses that are incurred, including reasonable attorney fees with respect to collection of any amounts due. A fee of 3% will be added for all credit card payments.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature _____

Date of Acceptance 1/22/24

PROPOSAL

GATEKEEPER SERVICES, LLC
5518 S. COUNTY ROAD 600 EAST
PLAINFIELD, INDIANA 46168
317-714-4061
DISABLED VETERAN OWNED

DATE: 01-17-2024

PROPOSAL SUBMITTED

TO: MONROE COUNTY AIRPORT
ATTENTION: BRENT (812) 325-7277

JOB: GATE REPAIRS
LOCATION: 972 KIRBY ROAD
BLOOMINGTON, IN 47403

FROM: MATT LAROCHE

MATT@INDYGATEKEEPER.COM

WE PROPOSE TO FURNISH AND INSTALL THE FOLLOWING

- (1) BLACK OMRON COVER (GATE 7)
- (4) MX001224 SNOW SCRAPER KITS (GATES 7, 11, 12 & 13)
- (1) MX4210 VARIABLE FREQUENCY DRIVE UNIT (GATE 2)
- (6) 4" FLAT STEEL FOR REAR POSTS (GATES 2, 3 & 7)
- (1) STROBE (GATE 2)
- (2) HYDRAULIC FLUID
- (4) HOSE KITS (GATE 7)
- (2) POSITIVE STOPS (GATE 15)

MATERIALS-----\$4,195.00
LABOR-----\$2,612.00

FOR THE SUM OF ----- \$ 6,807.00 (SEE NOTE)

NOTE: AIRPORT RESPONSIBLE FOR FILLING TAIL SECTIONS ON GATES PRIOR TO GATEKEEPER SERVICES WORK STARTING. AIRPORT TO HAVE LIMBS CUT BACK AT GATE 9 AND GROUND DUG OUT AT GATE 16 PRIOR TO WORK BEING STARTED BY GATEKEEPER SERVICES. ANY UNFORESEEN CIRCUMSTANCES COULD RESULT IN ADDITIONAL CHARGES

**ESTIMATED LEAD TIME: 6-8 WEEKS
(FROM DATE OF ACCEPTANCE)**

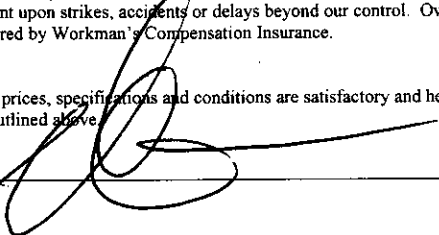
Payment to be made as follows: COD UNLESS CREDIT ACCOUNT HAS BEEN ESTABLISHED

Authorized Signature: Larry S. Kuhns (LARRY KUHNS)

This proposal may be withdrawn by us if not accepted within 30 days. We intend to file a mechanics lien if our billing terms are not met. A finance charge of 2% per month which is an annual percentage of 24% charged on all past due accounts. All legal fees are to be paid by consumer. I also agree to pay any collection expenses that are incurred, including reasonable attorney fees with respect to collection of any amounts due. A fee of 3% will be added for all credit card payments.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature  Date of Acceptance 1/22/24



PROJECT PROPOSAL

Date: 11/2/2023

Brent Thompson – Assistant Airport Director

Monroe County Airport

972 S. Kirby Road

Bloomington IN 47403

Phone: 812.668.6307

Email: bthompson@co.monroe.in.us

RE: Airport Storm Sewer Culvert Lining PO # 20263

Inliner is pleased to submit the following proposal for your consideration. Our team of dedicated professionals are committed to delivering value-added services that employ our customer-first business strategy, an unwavering commitment to safety, and exceptional quality.

1.0 SCOPE OF SERVICE:

1. Provide all necessary submittals relevant to our CIPP product and procedures, including PE Stamped designs in accordance with ASTM F-1216.
2. Actively engage in daily "Take Five" safety huddles to ensure project and employee safety.
3. Mobilize crew, equipment, and materials to the designated project location.
4. Setup for traffic control using cones and signs. Flaggers and extensive MOT are not included.
5. Perform pre-CCTV video inspection on CIPP lines only.
6. **IMPORTANT: If the subject line is CCTV'd and subsequent CIPP lining is not performed for any reason a charge of \$3500 will be applied to cover that cost that is otherwise included below.**
7. Perform light flush before CIPP installation(s). Heavy cleaning or root cutting is extra.
8. Furnish and Install CIPP for pipe sizes and footage identified in 2.0 PRICING. **Pricing does not apply if pipe size is determined to be anything other than as stated in 2.0 PRICING below.**
9. Cut and brush laterals for post-lining segments only. Protruding Lateral Removal, Pre-CIPP dye testing or post-CIPP sealing of lateral connections is not included or considered in-scope.
10. Provide independent lab testing to validate CIPP properties and thickness using plate or restrained end sampling.
11. Provide Post-CCTV video inspection on post-CIPP Lines only. PACP-compliant investigations and reporting.
12. Submission of all required photos, videos, and project documentation.
13. Cleanup from Inliner activities – excluding site restoration.
14. Demobilization of crew and equipment.

2.0 PRICING:

Item No	Item Ref	Description	Qty	U/M	Price	Total
1		CIPP for 24" X 18" Culvert	480	LF	\$ 147.50	\$ 70,800.00
TOTAL:						\$ 70,800.00

3.0 RESPONSIBILITY OF OTHERS:

1. Removal of grates and structure openings to permit access for CIPP lining operation.
2. Point repairs deemed necessary for CIPP installations (i.e., pipe collapses or isolated integrity issues that risk installation success.)
3. MOT beyond that identified in 1.0 SCOPE OF SERVICE.
4. Provide water (metering and hydrant usage) for cleaning and CIPP installation.



- 5. By-pass pumping, if required, for segment isolation or continuous service within scope boundaries.
- 6. It is our expectation that all materials/debris/cure water/condensate generated from the lining activity will be delivered to a designated site provided by others. If alternative disposal is required, others shall provide and manage all sampling, testing, collection, handling, storage, transportation, and disposal. Others to provide a convenient location near the project location to enable Inliner offload and temporary storage pending rehandling by others.
- 7. Excavation (if required for any reason, including access), unless otherwise identified in 1.0 SCOPE OF SERVICE.
- 8. Free and legal access to locations necessary for CIPP Installation.
- 9. Provide all required permits.
- 10. Site restoration for all disturbances beyond generalized cleanup.

4.0 TERMS AND CONDITIONS:

- 1. This proposal is based on Inliner's standard wages. If prevailing wages are present or anticipated, this proposal is void and revised pricing should be requested immediately.
- 2. This proposal will expire in thirty (30) days without a signed contractual agreement. Furthermore, this proposal shall become an Exhibit or Attachment to any contractual agreement. After expiration, this proposal is deemed invalid or subject to adjustment and reissued accordingly.
- 3. Sales and Use Tax are NOT included. All applicable taxes will be added to the pricing shown unless provided with a tax-exempt certificate from the buyer and owner.
- 4. Payment terms are Net 30 from the date of invoice. "Paid when Paid" or "Paid if Paid" terms are not accepted unless disclosed and agreed upon before proposal acceptance.
- 5. One (1) year warranty on materials and workmanship.
- 6. Inliner is not a WBE, MBE, DBE, or SBE entity. Services provided herein will not contribute toward Supplier Diversity goals or incentives.
- 7. If a payment or performance bond is required, please add 2% to the total indicated in 2.0 PRICING.

We hope you found our submission to be in line with the scope of work you have identified and thank you for this opportunity. If you have questions, please give us a call.

Sincerely,



Mike Green
 Inliner Solutions
 502-551-0247
mike.green@puriscorp.com

Acceptance of Proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified with agreeable payment terms as indicated.

Date of Acceptance: 11/30/2023 Authorized Signature:

LENTZ PAVING, LLC
 271 E Smithville Road H-3
 Bloomington IN 47401

Estimate

Estimate #	Date
1398a	8/29/23

Name / Address
MONROE COUNTY MUNICIPAL AIRPORT 972 S KIRBY ROAD BLOOMINGTON IN 47403

Terms	Other
On Completion	

Description	Total
TAXI-WAY REPAIR Saw-cut and excavate area 11' x 55' x 3'. Provide and place approx. 75 yds. of flowable cement fill. Repave area with an average of 2" of HMA #11 hot asphalt surface mix and roll for compaction. Fill seam with hot pour rubber sealant.	27,050.00
EXCAVATE STORM DRAIN Excavate area around storm drain. Provide flowable cement fill. Reseal inside of storm structure. Install an avg. of 2" of #11 Surface hot asphalt mix and roll for compaction.	2,050.00
EXCAVATE AND LOWER WATER METER, REPAIR LINE Backfill with flowable cement fill. Install an avg. of 2" of #11 Surface hot asphalt mix and roll for compaction.	1,950.00
	27050.00

We propose to and hereby furnish materials and labor - complete, in accordance with the above specifications. Note this proposal may be withdrawn by us if not accepted within 7 days.
 Estimate prepared by: *[Signature]*
 Acceptance of proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the work specified. Payment will be made as outlined above.
 Signature: *[Signature]*
 Date of Acceptance: 9/1/23

Total	31,050.00
Prices are subject to change due to rising oil prices. We will lock in pricing when proposal is accepted. Ponding may occur in areas with less than a 1% slope. Reflective cracking may occur.	

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Task Order to Master Professional Services Agreement between Woolpert, Inc. and Monroe County Board of Aviation Commissioners

Task Order # 2023-06

Section 1. General

THIS TASK ORDER, made and entered into this 20 day of December, 20 2023 by and between Woolpert, Inc., whose address is 333 N Alabama Street, Suite 200, Indianapolis, Indiana 46204, (hereinafter referred to as "Woolpert") and Monroe County Board of Aviation Commissioners ("Client"), provides for Services by Woolpert under the Master Professional Services Agreement dated January 31, 2023, such Services described under Section 2 of this Task Order.

- Woolpert Project Number: 10020084
- Task Order Project Title: BMG Terminal REDAI 2.0 Proposal Efforts

Client's Representative

- Name: Carlos Laverty
- Address: 972 S Kirby Rd, Bloomington, IN 47403
- Phone Number: 812-825-5406
- Email address: claverty@co.monroe.in.us

Woolpert's Representative

- Name: Nick Kowalkowski, PE, ENV SP
- Address: 333 N Alabama Street, Suite 200, Indianapolis, IN 46204
- Phone Number: 317-223-2241
- Email address: nick.kowalkowski@woolpert.com

Section 2. General Description of Services

The services to be provided by Woolpert are identified below:

Please refer to Attachment A.

Section 3. Compensation to Be Paid to Woolpert

Compensation to be paid to Woolpert for providing the requested Services for this specific Project shall be as follows:

Please refer to Attachment B.

Section 4. Schedule for Services

The commencement date of this Task Order shall be at the time of execution of this task order. The services set forth in this Task Order shall be completed no later than February 9, 2024, unless terminated or extended as provided in the Master Professional Services Agreement or by mutual agreement in writing.

IN WITNESS WHEREOF, this Task Order, which is subject to the terms and conditions of Sections 1 through 4, Attachment(s), and the aforementioned Master Professional Services Agreement, is accepted as of the date first written above.



Monroe County Board of Aviation Commissioners

DocuSigned by:

Signed 1A62AEB2AE624B6...

Carlos Laverty
Printed Name

Airport Director
Title

12/20/2023
Date

Woolpert, Inc.

DocuSigned by:

Signed 88C66044F188434...

Jason Virzi
Printed Name

Vice President
Title

12/19/2023
Date

**SCOPE OF WORK
FOR
Monroe County Airport
Bloomington, Indiana
READI 2.0 Terminal Proposal Efforts**

PURPOSE

The purpose of this project is to create a vision and feasibility study of a new terminal at the Monroe County Airport (BMG) in Bloomington, Indiana to better position itself to compete for grant funding through the State of Indiana's Regional Economic Acceleration and Development Initiative (READI) 2.0.

DESCRIPTION

This project shall consist of several visionary meetings with the airport and airport invited attendees, the development of the terminal vision through the production of architectural renderings, a feasibility study based on the approximate square foot and functionality of the proposed terminal building, and an estimation of potential economic impacts associated with the proposed terminal development. As a result of the project the airport will be in a better position to compete for grant funding through the State of Indiana's READI 2.0 program.

Woolpert will prepare for and facilitate the visionary meetings as well as generate meeting minutes

1.0 Visionary Meetings Phase

1.01 Prepare Visionary Meeting Materials. This task includes establishing the necessary meeting materials to facilitate the discussion at each visionary meeting. This task includes internal meetings and time associated with the preparation for the visionary meetings.

1.02 Coordinate and Attend Visionary Meetings with the Sponsor and other attendees. Visionary Meetings with the Sponsor and other attendees will take place to determine the purpose and vision of the new terminal building. It is anticipated that there will be up to two (2) visionary meetings. Upon completion of the meetings, meeting minutes will be distributed to the sponsor.

TASK 1 DELIVERABLES	TO SPONSOR
1.01 Meeting Agendas	✓
1.02 Meeting Minutes from Visionary Meeting	✓

TASK 1 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.02 Visionary Meetings (2)	<ul style="list-style-type: none"> Bloomington, IN One (1) Project Manager, one (1) Project Architect and one (1) Principal Assume in person meeting (2 meetings)

2.0 Architecture Design Phase

Woolpert will provide the following basic services for this project. Please refer to the Task Plan, Meetings/Site Visits Schedule, Deliverable Format, and Basis of Services and Additional Services included herein for details on design approach, coordination, submittal milestones, and estimated durations/schedule.

2.01 Preliminary Concept Kick-Off Phase

- ➔ Participate in a kickoff meeting with the Sponsor.
- ➔ Discuss previous Envisioning Charette meeting minutes and verify which programming elements should be pursued in the preliminary concept design.
- ➔ Review proposed booklet format and verify with sponsor how to proceed with total number of pages (estimated 4-5), 2 exterior renderings (of the same design), and emphasis on community benefits.
- ➔ Provide meeting minutes of kick-off meeting in PDF format, including programming spreadsheet.

2.02 Preliminary Concept Submittal (60%)

- ➔ Provide rough floor plan and early renderings of preliminary concept design based on kick off meeting discussion.
- ➔ Provide digital “cartoon set” of proposed graphics booklet to show intent of all graphics and text.
- ➔ Internal engineering will be consulted for guidance on assumptions for engineering systems space for this phase.
- ➔ Basic life safety and building code assumptions will be made for this phase.
- ➔ Participate in milestone review meeting with sponsor to collect feedback on 60% submittal.
- ➔ Provide meeting minutes of milestone meeting in PDF format.

2.03 Preliminary Concept Submittal (95%)

- ➔ Provide floor plan and renderings of preliminary concept design.
- ➔ Provide graphics in booklet format, with all graphics and text ready for final review by sponsor.
- ➔ Participate in milestone meeting review with sponsor to collect feedback on 95% submittal.
- ➔ Provide meeting minutes of milestone meeting in PDF format.

2.04 Preliminary Concept Submittal (100%)

- ➔ Provide final booklet (including all renderings, graphics, and text) in PDF format for submittal for the READI review.

TASK 2 DELIVERABLES	TO SPONSOR
2.01 Concept kick-off Meeting Minutes (pdf)	✓
2.02 Proposed booklet format including (2) exterior rendering views (pdf)	✓
2.02 60% Design Review Meeting Minutes (pdf)	✓
2.03 Proposed booklet format including (2) exterior rendering views (pdf)	✓
2.03 95% Design Review Meeting Minutes (pdf)	✓
2.04 Final graphics in booklet format (pdf)	✓

TASK 2 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
2.01 Concept kick-off Meeting. 2.02 60% Review Meeting. 2.03 95% Review Meeting.	<ul style="list-style-type: none"> Virtual One (1) Project Manager and one (1) Architect Assume two (2) hour via teleconference

ESTIMATED DURATION	DESCRIPTION OF TASK
Preliminary Concept Kick-off Phase	
1 week	Preliminary Concept Kickoff Meeting
	Site Verification and Local Tour
	Provide meeting minutes and preliminary program
Preliminary Concept Design Phase (60%)	
3 weeks	Provide 60% design package per <i>Scope of Services</i>
	Attend 60% review meeting with sponsor
	Project management and coordination per <i>Meetings/Site Visit Schedule</i> .
	Checkpoint – Receive Sponsor approval of Updated Concept Design before proceeding.
Preliminary Concept Design Phase (95%)	
2 weeks	Update graphics based on 60% review comments
	Prepare 95% graphics per <i>Scope of Services</i> .
	Attend 95% review meeting with sponsor
	Project management and coordination per <i>Meetings/Site Visit Schedule</i> .
	Checkpoint – Receive Sponsor approval of Updated Concept Design before proceeding.
Preliminary Concept Design Phase (100%)	
1 weeks	Update graphics based on 100% review comments and provide final deliverables per <i>Scope of Services</i>

This Architecture Design Phase is based on the following conditions and assumptions:

1. Preliminary concept design of new terminal facility at BMG based on feedback from 12/6/23 IU meeting and 12/7/23 community meeting, and well as kick off discussion with BMG.
2. (2) Exterior renderings
3. Preliminary concept package to be delivered in PDF format (estimated 4-5 pages); refer to example from Envisioning Charette presentation.
4. Rough cost opinion per square foot
5. Fees are based on no more than (2) revisions to the design; one revision at 60% and minor revisions at 95%. Additional changes beyond this scope will be additional services.
6. Fees are based on one point of contact (airport manager) at BMG Airport for all final decisions on the Preliminary Concept package; additional stakeholder coordination, review meetings, and comments will be additional services.

3.0 Estimation of Potential Economic Impact Phase

PURPOSE

The purpose of this analysis is to estimate the potential enhancement of BMG'S existing annual economic impact in a future scenario whereby a new terminal building is developed, and the Airport subsequently gains commercial airline service. This estimation will be based on the results of the existing 2022 Indiana State Aviation Economic Impact Study. By demonstrating the potential economic impact growth of BMG under this scenario, the Airport can better position itself to compete for grant funding through the State of Indiana's Regional Economic Acceleration and Development Initiative (READI).

BACKGROUND

Across the U.S., airport economic impact studies are conducted by airport sponsors, state aviation agencies, and airlines at regular intervals as they have proven to be invaluable tools for demonstrating the economic benefits of airports and aviation to their stakeholders. They typically identify both quantitative and qualitative benefits of aviation, which are communicated through a variety of deliverable formats tailored to various audiences such as the public, local elected leaders, state legislators, the business community, and more. The goal of these studies is often to educate stakeholders on how aviation benefits the economy, fosters economic development opportunities, and improves the quality of life for all citizens regardless of if they fly or not. Economic impact studies are also effective tools in garnering support for airport investments, which often result in a positive return on investment for the community.

Economic impact studies are considered a "snapshot in time" because they measure existing conditions for a specific year and/or scenario. Since aviation is a dynamic industry, conditions often change due to a variety of factors both internal and external to aviation. Thus, economic impact studies are not typically intended to predict future economic impacts. However, with baseline impacts established in the 2022 Indiana State Aviation Economic Impact Study, it is possible to generate high-level estimates of current or future economic impacts. It is important to note that any estimated future economic impacts are speculative and are "potential" economic impacts that could result from changes to the original baseline conditions; they are not to be considered a prediction or guarantee of future economic impacts.

APPROACH

Typically, to conduct a full-scale airport economic impact study that is as accurate and as current as possible, a bottom-up approach is undertaken to thoroughly identify all possible direct impacts associated with an airport. Direct impacts can occur in five distinct categories of aviation activity: Airport Management, Business Tenants, Capital Investment, General Aviation Visitor Spending, and Commercial Service Visitor Spending (if applicable). This typically involves on-site data collection to conduct surveys and interviews of all aviation-related entities associated with the five impact categories listed previously. To establish direct visitor impacts, surveys are typically deployed over several months to generate a statistically significant sample size.

Once direct impacts are established, they are processed through a state-specific econometric input-output model developed by IMPLAN to determine indirect/induced impacts that are specific to the type of activity with which they are associated. Indirect/induced impacts, also known as "multiplier" or secondary impacts, occur as direct impacts enter and recirculate throughout the local economy. When combined, direct and indirect/induced impacts result in total economic impacts.

Given time constraints of the READI application deadline and the need for an expedient analysis, Woolpert proposes to conduct an analysis that relies on the recent 2022 Indiana State Aviation Economic Impact Study published by the Indiana Department of Transportation (INDOT) that established

annual economic impacts for BMG. This study, which was released in 2022 and was based on 2019 data, will provide the baseline economic impact figures for this current analysis. Any averages and implied multipliers will be deduced to update the baseline figures for BMG. Future economic impacts for the Airport will be estimated for a future year (to be determined in coordination with BMG leadership) in which a new terminal building would be completed to serve the start of commercial airline service.

The analysis will include three main components to this effort:

- 3.01: Update Baseline Impacts for Future BMG
- 3.02: Estimate Terminal Development Impacts
- 3.03: Estimate Commercial Airline Impacts

3.01 Update Baseline Impacts for Future BMG. This analysis will be accomplished by first working with the Airport to identify any major changes in airport management, business tenant, and capital investment categories since the INDOT study's 2019 base year. Then, a future year (to-be-determined with Airport input) will be established to project when a new terminal building would be completed. An adjustment will then be made to the dollar figures based on a projected U.S. Bureau of Labor Statistics (BLS) Consumer Price Index (CPI) for the region. This will establish an estimate of BMG's future economic impact based on INDOT's 2022 study.

3.02 Estimate Terminal Development Impacts. Impacts associated with the anticipated capital expenditure for the terminal building will be estimated using the implied capital expenditure multipliers from INDOT's 2022 study. This step will quantify the impacts associated with the design and construction of the terminal building over the project's duration. While it is possible to make use of the implied multipliers from the 2022 INDOT study, it must be recognized that those multipliers are now outdated due to time elapsed and recent inflationary trends. Another drawback of using the implied multipliers is that they are deduced or "reversed engineered" from the final numbers presented in the report. Normally, an economic impact study benefits from a current multiplier dataset that offers the necessary nuance by considering hundreds of measure- and industry-specific multipliers. Thus, the Airport may elect to purchase a current IMPLAN Indiana State Package (12-month subscription) at an optional, one-time cost of approximately \$10,200 (\$9,500 before tax). This would be the recommended course of action, although use of the existing implied multipliers from the state study remains an option if costs are a concern.

3.03 Estimate Commercial Airline Impacts. Pending the outcome of CMT's Catchment Study, the potential economic impact associated with future commercial airline service at BMG will be estimated. Coordination with CMT will be required, as this step will require an estimation of spending generated by the percent of projected annual passenger enplanements that are visitors. Woolpert will develop the analysis in parallel with CMT's catchment analysis, reserving a placeholder for the results of their analysis. Once the catchment analysis is complete, its results will be incorporated into this portion of the economic impact analysis.

This portion of the economic impact analysis will also identify and provide a high-level estimate of the potential impacts from support services and activities associated with commercial airline activity. This may include, but is not limited to, airlines, TSA (Transportation Security Administration), ground handling, airport operations, concessions, and ground transportation. These estimates will be based on data from past studies completed by Aviation/Woolpert staff at similar sized airports. As a reminder, since economic impact studies are not typically performed to estimate future activities, the results should be considered to be speculative; this is particularly true for activities that do not already exist at an airport.

TASK 3 DELIVERABLES	TO SPONSOR
3.00 PowerPoint Deliverable	✓

4.0 Administration Phase

4.01 Provide Project Administration. The Engineer shall provide project management and coordination services to ensure the completion of all management tasks required of the Engineer. These duties include:

- Time the Engineer spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day-to-day project coordination.
- The Project Manager will review progress reports weekly and monthly.
- The Engineer will prepare and submit monthly invoicing.

The Engineer will complete the following tasks:

- Provide the Sponsor with a monthly Project Status Report (PSR), in writing, reporting on Engineer's progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.

EX Reimbursable Costs. This section includes reimbursable items such as auto rental, mileage, lodging, per diem, and other miscellaneous expenses incurred in order to complete the project.

Assumptions

The scope of services described previously, and the associated fees, are based on the following rates and assumed responsibilities of the Engineer and Sponsor.

1. For the purposes of estimating the amount of reimbursable expenses which will be incurred by the Engineer, the cost of mileage is calculated in accordance with the current IRS rate and per diem and lodging are calculated in accordance with applicable, current GSA rates. The actual amounts to be invoiced for mileage and per diem will be in accordance with the applicable, published IRS and GSA rates at the time of service and may vary from the rates used in the fee estimate. Lodging will be invoiced as an actual expense incurred.
2. It is anticipated there will be a minimum number of trips and site visits to the airport to facilitate the completion of the various phases listed in this scope. The number of trips, as well as the anticipated lengths and details of the trips, are included at the end of each phase above.

3. The Sponsor will provide existing mapping data including as-builts available for the project areas, aerial orthoimagery, subsurface conditions information such as prior geotechnical investigations in the project area and other available information in the possession of the Sponsor.
4. Because the Engineer has no control over the cost of construction-related labor, materials, or equipment, the Engineer's opinions of probable construction costs will be made on the basis of experience and qualifications as a practitioner of his/her profession. The Engineer does not guarantee that proposals for construction, construction bids, or actual project construction costs will not vary from Engineer's estimates of construction cost.
5. All economic impacts estimated for this analysis will be high-level estimates based on changes to past conditions established by the 2022 INDOT State Aviation Economic Impact Study, which itself was based on 2019 data. Although some aspects of the INDOT study's methodology, processes, standards, and terminology will vary from those used by Woolpert, our team will make efforts to be as consistent as reasonably possible with the INDOT study so to be comparable and useful for BMG. By conducting this analysis for BMG, Woolpert does not claim ownership of, approve of, or validate the accuracy of the INDOT study. Such assertions, implied or otherwise, are not possible without having been involved in the state study from start to finish, nor without having access to the input data and economic impact model. Given BMG's time restrictions, Woolpert's approach to produce a scenario-based economic impact for future activities described above is recommended as being both reasonable and defensible. Nevertheless, any future economic impacts estimated by the analysis remain speculative.

Additional Services

The following items are not included under this agreement but will be considered as extra work:

- Schematic Design, Design Development, or Construction Documents
- Code studies
- Permitting services and obtaining permits.
- Color building elevations and/or floor plans or exterior/interior renderings, beyond what is outlined in Scope of Services above.
- Design studies including, but not limited to, options for exterior materials, guestroom, and/or amenity locations beyond what is outlined in Scope of Services above.
- Changes to the Sponsor's standards, drawings, manuals, specifications, or other requirements documentation including changes to the standard brand prototype requirements or modifications to any of the typical guestrooms or other prototypical spaces, specifications, standard brand update addendums and/or bulletins as directed by the Sponsor and/or Brand.
- Design changes due to code or regulatory updates after project notice to proceed.
- Extension of project beyond agreed upon schedule at time of contract. Re-initiation and ramp-up efforts following extended sponsor review time, sponsor directed project stop, hold, or extension.
- Preparation of recommendations or documentation for building code variance submission.
- Energy modeling, building envelope calculations, hydraulic calculations, and other detailed calculations.
- Detailed cost estimating, construction bidding support, value engineering, or evaluation of value engineering proposals.

- Design for FEMA or floodplain conditions
- Geotechnical studies, survey, wetlands studies, or other environmental studies and/or design services.
- All mechanical, electrical, plumbing, structural, fire protection, tele/comm, and civil services excluded.
- LEED, Green building Institute, or other sustainability credentialing activities
- Interior Design services for FF&E, procurement and/or bidding assistance, etc.
- Other services not specifically identified herein.
- If a project audit occurs, the Engineer is prepared to assist the Sponsor in gathering and preparing the required materials for the audit.
- Serving as an expert witness for the Owner in any litigation, surety claim, contractor bond activation, or other proceeding involving the project.
- Legal, surety, or insurance support, coordination, and representation.

Extra Work will be as directed by the Sponsor in writing for an additional fee as agreed upon by the Sponsor and the Engineer.

AIRPORT: Monroe County Airport

AIP/PROJ. NO.: 10020084

PROJECT NAME: READI Terminal Proposal Efforts

DATE: December 15, 2023



FEE BREAKDOWN

Labor Category	Total Hours	Billing Rate	Total Cost
1.0 Visionary Meeting Phase			
Prgm Dir II	8 hrs.	x \$ 300.00 /hr = \$	2,400.00
Practice Operations Leader	2 hrs.	x \$ 305.00 /hr = \$	610.00
Arch Project Mgr II	26 hrs.	x \$ 210.00 /hr = \$	5,460.00
Engineer Project Mgr II	34 hrs.	x \$ 180.00 /hr = \$	6,120.00
Architect II	10 hrs.	x \$ 200.00 /hr = \$	2,000.00
SUBTOTAL	80 hrs.	SUBTOTAL \$	16,590.00
Reimbursables			
Auto Rental	2 Day	x \$ 85.00 /Day= \$	170.00
Mileage	916.0305 Mi	x \$ 0.655 /Mi= \$	600.00
Lodging + Tax & Fees	1 Day	x \$ 120.00 /Day= \$	120.00
Per Diem	8 Day	x \$ 35.00 /Day= \$	280.00
		SUBTOTAL \$	1,170.00
PHASE SUBTOTAL		\$	17,760.00

LABOR HOUR BREAKDOWN

TASK	LABOR CATEGORY					Phase Item Costs
	Prgm Dir II	Practice Operations Leader	Arch Project Mgr II	Engineer Project Mgr II	Architect II	
1.0 Visionary Meeting Phase						
1.01 Prepare Visionary Meeting Materials	4	2	10	10	10	\$ 7,710.00
1.02 Coordinate and Attend Visionary Meetings with the Sponsor and other attendees	4		16	24		\$ 8,880.00
TOTALS	8	2	26	34	10	\$ 16,590.00

Labor Category	Total Hours	Billing Rate	Total Cost
2.0 Architecture Design Phase (Lump Sum)			
Engineer Project Mgr II	8 hrs.	x \$ 180.00 /hr = \$	1,440.00
Arch Project Mgr II	44 hrs.	x \$ 210.00 /hr = \$	9,240.00
Architect II	38 hrs.	x \$ 200.00 /hr = \$	7,600.00
Architectural Designer I	88 hrs.	x \$ 140.00 /hr = \$	12,320.00
SUBTOTAL	178 hrs.	SUBTOTAL \$	30,600.00
PHASE SUBTOTAL		\$	30,600.00

TASK	LABOR CATEGORY				Phase Item Costs
	Engineer Project Mgr II	Arch Project Mgr II	Architect II	Architectural Designer I	
2.0 Architecture Design Phase (Lump Sum)					
2.01 Preliminary Concept kick-off Phase	2	8	2		\$ 2,440.00
2.02 Preliminary Concept 60%	2	20	20	64	\$ 17,520.00
2.03 Preliminary Concept 95%	2	8	8	16	\$ 5,880.00
2.04 Preliminary Concept 100%	2	8	8	8	\$ 4,760.00
TOTALS	8	44	38	88	\$ 30,600.00

Labor Category	Total Hours	Billing Rate	Total Cost
3.0 Economic Impact Assessment Phase			
Planner Project Mgr IV	8 hrs.	x \$ 280.00 /hr = \$	2,240.00
Planner II	104 hrs.	x \$ 190.00 /hr = \$	19,760.00
Engineer Project Mgr II	3 hrs.	x \$ 180.00 /hr = \$	540.00
SUBTOTAL	115 hrs.	SUBTOTAL \$	22,540.00
PHASE SUBTOTAL		\$	22,540.00

TASK	LABOR CATEGORY			Phase Item Costs
	Planner Project Mgr IV	Planner II	Engineer Project Mgr II	
3.0 Economic Impact Assessment Phase				
3.01 Update Baseline Impacts for Future BMG	2	32	1	\$ 6,820.00
3.02 Estimate Terminal Development Impacts	2	32	1	\$ 6,820.00
3.03 Estimate Commercial Airline Services Impacts	4	40	1	\$ 8,900.00
TOTALS	8	104	3	\$ 22,540.00

Labor Category	Total Hours	Billing Rate	Total Cost
4.0 Project Administration Phase (Lump Sum)			
Project Billing Analyst II	4 hrs. x	\$ 105.00 /hr =	\$ 420.00
Project Coordinator II	4 hrs. x	\$ 135.00 /hr =	\$ 540.00
Engineer Project Mgr II	8 hrs. x	\$ 180.00 /hr =	\$ 1,440.00
SUBTOTAL	16 hrs.	SUBTOTAL \$	2,400.00
PHASE SUBTOTAL \$			2,400.00

TASK	LABOR CATEGORY				Phase Item Costs
	Project Billing Analyst II	Project Coordinator II	Engineer Project Mgr II		
4.0 Project Administration Phase (Lump Sum)					
4.01 Provide Project Administration	4	4	8		\$ 2,400.00
TOTALS	4	4	8	0	\$ 2,400.00

	Contract Hours	Phase Fee	Reimbursable Costs	Total Cost
PART A - BASIC SERVICES (LUMP SUM)				
1.0 Visionary Meeting Phase	80	\$ 16,590.00	\$ 1,170.00	\$ 17,760.00
2.0 Architecture Design Phase (Lump Sum)	178	\$ 30,600.00		\$ 30,600.00
3.0 Economic Impact Assessment Phase	115	\$ 22,540.00		\$ 22,540.00
4.0 Project Administration Phase (Lump Sum)	16	\$ 2,400.00		\$ 2,400.00
	389	SUBTOTAL \$ 72,130.00	\$ 1,170.00	\$ 73,300.00
TOTAL		\$ 72,130.00	\$ 1,170.00	\$ 73,300.00

*For the purposes of estimating the cost of mileage, per diem, and lodging are calculated in accordance with applicable IRS and GSA guidelines. At the time of invoicing mileage will be invoiced in accordance with published IRS rates at the time of service and per diem will be invoiced in accordance with published GSA rates at the time of service. Lodging will be invoiced as actual expense incurred except in the cases where specific client requirements exist that limit lodging to GSA standards.

Change Order for Task Order 2023-02: Air Traffic Control (ATC) Assessment

CHANGE ORDER #1

HVAC Condition Assessment Services
 Woolpert Project No. 10017668

This Change Order ("Change Order") is attached to and made part of the Task Order 2023-02 Air Traffic Control (ATC) Assessment ("Task Order 2023-02") dated March 28, 2023 as executed by and between Monroe County Board of Aviation Commissioners and Woolpert, Inc.. In accordance with the change provisions of the Task Order 2023-02, the following modifications are identified and made, and become effective as of _____:

Section 1. General Description of Services

The Existing Air Traffic Control Tower is 48 years old and contains HVAC equipment that has exceeded its lifecycle. This change order will entail the assessment of the existing BMG Air Traffic Control Tower's (ATCT) HVAC Equipment in preparation of a 2024 Bipartisan Infrastructure Law (BIL) FAA Contract Tower (FCT) Competitive Grant to obtain funding for recommended improvements.

1.1 Review existing data as provided by the client including:

- ➔ As-built documentation provided by the client.
- ➔ Maintenance records provided by the client.

1.2 Information Gathering and Condition Assessment. Condu Conduct an on-site visual condition assessment for the HVAC systems serving the Air Traffic Control Tower Building and provide recommendations for repair/replacement decisions.

- ➔ Assessment does not include any intrusive measures, destructive investigations, or testing.
- ➔ Current code and FAA requirements will be included as part of the assessment and recommendations.
- ➔ Includes Rough Order of Magnitude (ROM) Cost Estimate for HVAC repair/replacement recommendations.
- ➔ Electrical implications will be considered based on the existing As-Built documents. Additional electrical costs will be included in the ROM cost estimate. However, a site visit by an electrical engineer will not be provided.

1.3 HVAC Equipment Recommendation Report and Cost Estimat. This will include the effort to document and record the data obtained and to provide a written assessment regarding the condition, and supportability of the current equipment. A recommendation for maintenance, upgrades and replacement will be outlined, showing what is necessary to implement the solution. This will include the effort to provide a draft report for the Sponsor's review, addressing comments, and providing a final document. The final document will include an executive summary and exhibits depicting the findings, recommended improvements, and an associated rough order of magnitude (ROM) cost estimate.

TASK DELIVERABLES	TO COUNTY
1.3 DRAFT ATC HVAC Assessment Report to include a description of the asset, photo documentation, recommended correction for an observed deficiency, and a rough order of magnitude cost estimate of the associated cost for the recommended action.	✓
1.3 FINAL ATC HVAC Assessment Report.	✓

TASK MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.2 BMG ATC HVAC Equipment Assessment	<ul style="list-style-type: none"> • Mechanical Engineer travels to Monroe County Airport and conducts ATC HVAC assessment. Assume travel time and Six (6) hours onsite.
1.3 Meeting with Sponsor to review DRAFT ATC HVAC Assessment Report	<ul style="list-style-type: none"> • Virtual MS Teams Meeting – Client Manager, Mechanical Engineer - Assume One (1) hour via teleconference to discuss findings and recommendations.

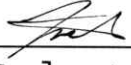
2.0 Compensation to Be Paid to Woolpert

TASK	FEE	FEE TYPE
1.0 ACT HVAC Assessment	\$16,000	Lump Sum
GRAND TOTAL	\$16,000	Lump Sum

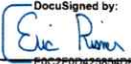
Except as expressly contained and amended herein, all other terms, agreements and conditions, as contained and set forth in the Agreement are hereby affirmed and ratified.

IN WITNESS WHEREOF, this Addendum is accepted as of the date first written above.

Monroe County Board of Aviation Commissioners:

Signed: 
 Name: Carlos Laverty
 Title: Director

WOOLPERT, INC.:

Signed: 
 Name: Eric Risner
 Title: Vice President

Services intended to be modified by this Change Order will only commence upon the full execution of this Change Order, and when returned to the above-identified Woolpert personnel.

Change Order for Task Order 2023-02: Air Traffic Control (ATC) Assessment

CHANGE ORDER #1

HVAC Condition Assessment Services
 Woolpert Project No. 10017668

This Change Order ("Change Order") is attached to and made part of the Task Order 2023-02 Air Traffic Control (ATC) Assessment ("Task Order 2023-02") dated March 28, 2023 as executed by and between Monroe County Board of Aviation Commissioners and Woolpert, Inc.. In accordance with the change provisions of the Task Order 2023-02, the following modifications are identified and made, and become effective as of _____:

Section 1. General Description of Services

The Existing Air Traffic Control Tower is 48 years old and contains HVAC equipment that has exceeded its lifecycle. This change order will entail the assessment of the existing BMG Air Traffic Control Tower's (ATCT) HVAC Equipment in preparation of a 2024 Bipartisan Infrastructure Law (BIL) FAA Contract Tower (FCT) Competitive Grant to obtain funding for recommended improvements.

1.1 Review existing data as provided by the client including:

- ➔ As-built documentation provided by the client.
- ➔ Maintenance records provided by the client.

1.2 Information Gathering and Condition Assessment. Conduct an on-site visual condition assessment for the HVAC systems serving the Air Traffic Control Tower Building and provide recommendations for repair/replacement decisions.

- ➔ Assessment does not include any intrusive measures, destructive investigations, or testing.
- ➔ Current code and FAA requirements will be included as part of the assessment and recommendations.
- ➔ Includes Rough Order of Magnitude (ROM) Cost Estimate for HVAC repair/replacement recommendations.
- ➔ Electrical implications will be considered based on the existing As-Built documents. Additional electrical costs will be included in the ROM cost estimate. However, a site visit by an electrical engineer will not be provided.

1.3 HVAC Equipment Recommendation Report and Cost Estimat. This will include the effort to document and record the data obtained and to provide a written assessment regarding the condition, and supportability of the current equipment. A recommendation for maintenance, upgrades and replacement will be outlined, showing what is necessary to implement the solution. This will include the effort to provide a draft report for the Sponsor's review, addressing comments, and providing a final document. The final document will include an executive summary and exhibits depicting the findings, recommended improvements, and an associated rough order of magnitude (ROM) cost estimate.

TASK DELIVERABLES	TO COUNTY
1.3 DRAFT ATC HVAC Assessment Report to include a description of the asset, photo documentation, recommended correction for an observed deficiency, and a rough order of magnitude cost estimate of the associated cost for the recommended action.	✓
1.3 FINAL ATC HVAC Assessment Report.	✓

TASK MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.2 BMG ATC HVAC Equipment Assessment	<ul style="list-style-type: none"> • Mechanical Engineer travels to Monroe County Airport and conducts ATC HVAC assessment. Assume travel time and Six (6) hours onsite.
1.3 Meeting with Sponsor to review DRAFT ATC HVAC Assessment Report	<ul style="list-style-type: none"> • Virtual MS Teams Meeting – Client Manager, Mechanical Engineer - Assume One (1) hour via teleconference to discuss findings and recommendations.

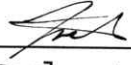
2.0 Compensation to Be Paid to Woolpert

TASK	FEE	FEE TYPE
1.0 ACT HVAC Assessment	\$16,000	Lump Sum
GRAND TOTAL	\$16,000	Lump Sum

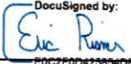
Except as expressly contained and amended herein, all other terms, agreements and conditions, as contained and set forth in the Agreement are hereby affirmed and ratified.

IN WITNESS WHEREOF, this Addendum is accepted as of the date first written above.

Monroe County Board of Aviation Commissioners:

Signed: 
 Name: Carlos Laverty
 Title: Director

WOOLPERT, INC.:

Signed: 
 Name: Eric Risner
 Title: Vice President

Services intended to be modified by this Change Order will only commence upon the full execution of this Change Order, and when returned to the above-identified Woolpert personnel.

Task Order to Master Professional Services Agreement between Woolpert, Inc. and Monroe County Board of Aviation Commissioners

Task Order # 2023-05

Section 1. General

THIS TASK ORDER, made and entered into this 4 day of December, 2023, by and between Woolpert, Inc., whose address is 333 N Alabama Street, Suite 200, Indianapolis, Indiana 46204, (hereinafter referred to as "Woolpert") and Monroe County Board of Aviation Commissioners ("Client"), provides for Services by Woolpert under the Master Professional Services Agreement dated January 31, 2023, such Services described under Section 2 of this Task Order.

- Woolpert Project Number: 10020083
- Task Order Project Title: Self Service Fuel Farm Exhibit

Client's Representative

- Name: Carlos Laverty
- Address: 972 S Kirby Rd, Bloomington, IN 47403
- Phone Number: 812-825-5406
- Email address: claverty@co.monroe.in.us

Woolpert's Representative

- Name: Nick Kowalkowski, PE, ENV SP
- Address: 333 N Alabama Street, Suite 200, Indianapolis, IN 46204
- Phone Number: 317-223-2241
- Email address: nick.kowalkowski@woolpert.com

Section 2. General Description of Services

The Services to be provided by Woolpert are identified below:

Woolpert will design and create an exhibit showing the necessary airfield improvements to accompany a new self service fuel farm at the Monroe County Airport (BMG). The exhibit will depict the plan view of necessary improvements, recommended pavement section based on historical projects at BMG, applicable details and project quantities.

Assumptions: Design survey is not included as part of this task order and therefore is only able to provide 2-D information for design.
A geotechnical evaluation is not included as part of this task order and therefore historical pavement sections on projects will be recommended for use.

Section 3. Compensation to Be Paid to Woolpert

Compensation to be paid to Woolpert for providing the requested Services for this specific Project shall be as follows:

Personnel	Rate	Hours	Total
Nick Kowalkowski	\$210.00	8	\$1,680.00
Engineer	\$180.00	24	\$4,320.00

Task	Fee	Fee Type
1.0 Self Service Fuel Farm Exhibit	\$6,000.00	Lump Sum
GRAND TOTAL	\$6,000.00	Lump Sum



Section 4. Schedule for Services

The commencement date of this Task Order shall be at the time of execution of this task order. The services set forth in this Task Order shall be completed no later than December 31, 2023, unless terminated or extended as provided in the Master Professional Services Agreement or by mutual agreement in writing.

IN WITNESS WHEREOF, this Task Order, which is subject to the terms and conditions of Sections 1 through 4, Attachment(s), and the aforementioned Master Professional Services Agreement, is accepted as of the date first written above.

Monroe County Board of Aviation Commissioners

Signed

Carlos Laverty

Printed Name

Airport Director

Title

12/5/2023

Date

Woolpert, Inc.

DocuSigned by:

Signed

Jason Virzi

Printed Name

Vice President

Title

12/4/2023

Date

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Waste Reduction District of Monroe Co. MEETING DATE REQUESTED (Tentative): 2/13/2024
Request Presenter(s): Tom McGlasson Jr Phone: 812-349-2869

Was the Council Liaison notified prior to submitting this Agenda Request: Yes

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: [Redacted]

Transfer of Funds

Category

Fund Name: [Redacted]

Fund to Fund

Fund Name A: Operating

Fund Name B: Debt Service

Salary Ordinance Amendment Effective Date of Amendment: [Redacted]

De-Appropriation of Account Lines
Fund Name: [Redacted]

Other (Specify) [Redacted]

Narrative: Give a DETAILED SUMMARY explanation for the request (purpose, action needed, etc.).

The December tax disbursement received for the debt service fund was not adequate to cover the debt service payment due on February 1, 2024. In order to insure this payment was received by the due date, excess cash reserve funds from the Operating Fund bank account were transferred to the Debt Service Fund bank account on January 10, 2024. The amount transferred was \$18,600, this includes:

- 1) \$8,215.03 necessary for debt service payment
- 2) \$10,000 necessary to maintain minimum bank balance to avoid unnecessary fees/charges
- 3) \$350 to cover increased annual agency fee not budgeted for

Our Board of Directors was advised of this action at their meeting on January 11, 2024, at which time the Board approved the debt service payment in the amount of \$150,385.00, and also approved District staff requesting retroactive approval of the transfer made on January 10, 2024.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

REQUEST FOR A FUND TO FUND TRANSFER OF CASH

Please contact the Council Administrator to confirm all steps involved for this type of request.

DEPARTMENT: Waste Reduction District of Monroe Co.

MEETING DATE REQUESTED *(Tentative)*: 2/13/2024

TRANSFER FROM:

FUND NAME A: Operating

FUND NUMBER: 8210

<u>Account Number</u>	<u>Account Description</u>	<u>Amount Requested</u>
99-99-99999	Unappropriated	18,600.00
GRAND TOTAL		18,600.00

TRANSFER TO:

FUND NAME B: Debt Service

FUND NUMBER: 8283

<u>Account Number</u>	<u>Account Description</u>	<u>Amount Requested</u>
00-32000	Transfer In	18,600.00
GRAND TOTAL		18,600.00

GRAND TOTALS MUST MATCH!
*Council Staff will forward **approved** Fund to Fund Request to Auditor's Office for completion.
 Auditor's Staff will contact Department when transfer is completed.*

**MONROE COUNTY SOLID
WASTE MANAGEMENT
DISTRICT**

Date: 1/11/2024
 To: MCSWMD Board of Directors
 From: Cathy Martin, Controller
 Subject: Bond Debt Cash Flow

Begin Balance 160,988.60

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD	2023 Budget	Add'l Approp	YTD Actual Less Budget	Percent Remaining
REVENUE																	
Interest	44.34	0.30	0.33	0.30	0.35	23.94	121.18	8.96	8.39	9.26	8.69	13.31	239.35				
Debt Service Tax						156,974.79							113,926.63	270,901.42		-18,548.58	6.41%
Excise Tax						7,361.66							7,518.58	14,880.24		-289.76	1.91%
Cvet						561.17							561.17	750.00		372.34	-49.65%
Transfer IN													0.00			0.00	
Total Revenue	44.34	0.30	0.33	0.30	0.35	164,921.56	121.18	8.96	8.39	9.26	8.69	122,019.69	287,143.35	305,370.00		-18,226.65	-5.97%

EXPENSE																		
Principal	140,000.00						140,000.00							280,000.00	280,000.00		0.00	0.00%
Interest	13,185.00						11,785.00							24,970.00	24,970.00		0.00	0.00%
Agency Fee													750.00	750.00	400.00	350.00	0.00	0.00%
Transfer Out													241.98				0.00	
Total Expenses	153,185.00	0.00	0.00	0.00	0.00	0.00	151,785.00	0.00	0.00	0.00	0.00	0.00	991.98	305,961.98	305,370.00		-591.98	-0.19%

End Balance 142,169.97

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Emergency Management MEETING DATE REQUESTED (*Tentative*): 2/13/2024
Request Presenter(s): Justin Baker Phone: 812-325-4321

Was the Council Liaison notified prior to submitting this Agenda Request: No

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: Emergency Management Duke Grant

Transfer of Funds

Category

Fund Name:

Fund to Fund

Fund Name A:

Fund Name B:

Salary Ordinance Amendment *Effective Date of Amendment:*

De-Appropriation of Account Lines

Fund Name:

Other (*Specify*)

Narrative: Give a DETAILED SUMMARY explanation for the request (*purpose, action needed, etc.*).

The Emergency Management Department was recently awarded a new grant through the Duke Energy Foundation.

This grant will be utilized to purchase All-Hazard NOAA Weather Radios to help provide an effective weather alerting device to residents or businesses in Monroe County that are within high-risk areas that may face more severe impacts from severe weather events.

The award amount is \$5,500.00.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

From: Duke Energy Foundation <noreply@system.versaic.com>

Sent: Thursday, September 28, 2023 5:59 PM

To: Justin Baker <justinbaker@co.monroe.in.us>

Subject: Payment Notice: Duke Energy Foundation

Dear Duke Energy Foundation Partner,

We are pleased to inform you that Monroe County Emergency Management has been awarded a grant from the Duke Energy Foundation in the amount of 5500.00 for the application Community Severe Weather Preparedness Project. Your payment will be disbursed by American Online Giving Foundation, the payment processor for our Benevity Versaic grant system. If you selected ACH Electronic payment in your profile on the Benevity Causes portal your payment will be electronically deposited in your organization's checking account, otherwise you will receive a check from American Online Giving Foundation for the grant funds. You can view these grant payment details in your organization profile page on the Benevity Causes Portal.

It is a privilege for us to support organizations like yours that make our communities vibrant places to live and work. At Duke Energy, we know that the investments we make today can make a difference for years to come.

This grant is restricted for the purpose(s) outlined in your application. Any funds not used or committed for the specified purpose(s) of the grant or not used or committed within any time limit specified in the grant request must be returned to the Foundation. Please reach out to your Duke Energy point of contact if you find yourself in this situation.

If your grant is for more than \$10,000, an impact report will be required 12 months after the date of this email. You will receive an email 10 months from today to access and complete the report. Grants made for \$10,000 or less do not have reporting requirements. Duke Energy or the Duke Energy Foundation may not receive goods or services in exchange for this funding.

We welcome opportunities to celebrate this grant and learn about your progress during the year. Please reach out to your Duke Energy contact about these opportunities. You can request to use the Duke Energy logo through this link: <http://www.duke-energy.com/LogoRequest>.

I wish you success in the implementation of this work. Thank you for the value you add to our communities.

Sincerely,

Amy Strecker
President
Duke Energy Foundation

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Emergency Management MEETING DATE REQUESTED (*Tentative*): 2/13/2024
Request Presenter(s): Justin Baker Phone: 812-325-4321

Was the Council Liaison notified prior to submitting this Agenda Request: No

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: Hazardous Material 20.703

Transfer of Funds

Category

Fund Name:

Fund to Fund

Fund Name A:

Fund Name B:

Salary Ordinance Amendment *Effective Date of Amendment:*

De-Appropriation of Account Lines

Fund Name:

Other (*Specify*)

Narrative: Give a DETAILED SUMMARY explanation for the request (*purpose, action needed, etc.*).

The Emergency Management Department was recently awarded a new grant through the Hazardous Materials Emergency Preparedness Program. This grant was offered by the Indiana Department of Homeland Security.

The award amount is \$17,850.00.

The grant project will go towards funding a Hazmat IQ training course for local first responders to help them refresh their skills in hazardous materials and grow their knowledge to help them stay prepared for any future hazardous material incidents that occur within Monroe County.

The department is requesting additional appropriations for this grant.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.



HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS PROGRAM GRANT AWARD LETTER

Date of Award: October 1, 2023

Subrecipient name: Monroe County EMA

Contact: Jamie Neibel

Project Title: Hazmat IQ Training

Document ID: HMEP-2024-Hazmat IQ Training-00029

Total Grant Award Amount: \$17,850.00

Grant Type: FFY 2024 Hazardous Materials Emergency Preparedness Grant, ALN # 20.703

Federal Award Number: 693JK32240055HMEP

Period of Performance: October 1, 2023 – September 30, 2024

The Indiana Department of Homeland Security (IDHS) is pleased to inform you that your application for Federal Fiscal Year 2024 (FFY 24) Hazardous Materials Emergency Preparedness (HMEP) grant funds has been approved in the amount shown above.

Please carefully review this award letter, as it contains important information regarding your grant award, including certain steps that each subrecipient must complete to properly process your sub-grant agreement and administer your funds. If you have any questions regarding the steps listed below, please submit a support ticket to the IDHS Grants Management staff via:

<http://dhs.in.gov/grants.htm>.

STEP 1: ACCEPT THE AWARD LETTER

1. Log into IntelliGrants and go to the “My Applications” tab.
2. From the “Applications/Grant Type” dropdown, choose the appropriate IDHS grant application then click search.
3. Click on the name of your application.
4. Scroll down to the award letter (towards the bottom of the forms menu) and click on it.
 - a. The award letter page will have an error message at the top. Once you complete the following steps the error message will be cleared.
5. Click on the hyperlink under the browse button to open and review your award letter.
6. Select the check box next to “I agree to the terms of the award letter.”
7. Click “Save” at the top of the page. The name, title and date fields will automatically fill in once you select the check box and save.
8. Click the “Status Change” and select “Grant Agreement Initiated.”

STEP 2: REVISE PROJECT BUDGET TO REFLECT THE AWARD AMOUNT

Your budget must reflect the amount shown above. If the above amount is not the same as the amount for which you originally applied, you must log in to IntelliGrants and revise your budget to reflect this change.

- **No changes needed**

STEP 3: SIGN THE SUB-GRANT AGREEMENT

This sub-grant award is being made subject to general and special terms and conditions, which will be set out in the sub-grant agreement and are also included as State of Indiana Terms and Conditions and Federal Terms and Conditions. **Your sub-grant agreement MUST be signed through the state of Indiana's Supplier Contract Management system (SCM) within five (5) business days of receipt of the notification email that your agreement is ready for eSignature in DocuSign.**

The following link provides instructions for the DocuSign process for signing an agreement:

DocuSign Process for Signing a State Contract: <https://www.in.gov/idoa/2977.htm>

STEP 4: REGISTER WITH SAM

All subrecipients should be registered with the System for Awards Management (SAM), if they are not already, prior to submitting any requests for reimbursement. Registration can be completed through the following link: <https://sam.gov/content/home>

ADDITIONAL AWARD INFORMATION:

Grant funds must be obligated and the project completed (ordered, accepted delivery, installed equipment and full completion of performance of any service agreements or contracts) during the performance period of the sub-grant award, which is October 1, 2023, through September 30, 2024. Obligations incurred during the performance period must be paid within 30 days following the end of the performance period. If this sub-grant award is not closed out by the subrecipient within 30 days following the end of the performance period of the sub-grant award, all unexpended grant funds paid to the subrecipient must be returned to IDHS by **November 15, 2024**. However, if you determine you will be unable to expend all funds by the end of the grant period, it is imperative the funds are returned to IDHS as soon as possible.

- **Special Condition:** All equipment may only be used for HMEP funded activities in order for the equipment to be allowable and compliant. Equipment may not be used for daily operations. Equipment used for daily operations will be considered noncompliant and unallowable and must be returned into the possession of the Indiana Department of Homeland Security.

PAYMENT OF GRANT FUNDS

Subrecipients will not receive a disbursement of funds for any project expenditures until the sub-grant agreement is fully executed in SCM. Grant funds will be disbursed to subrecipients (according to the approved project budget) once IDHS receives the invoice/receipt indicating the project deliverable has been completed and the proof of payment for that invoice/receipt via IntelliGrants. Proof of payment must take the form of either a cancelled check or an auditor or treasurer report. All funds will be paid in arrears after the submission of required documentation.

PROCUREMENT AND RECORDS

The subrecipient shall comply with all state, local and federal procurement standards, including those set out in 2 CFR 200, Subpart D, 2 CFR 200.318 through 200.326. Subrecipients are required to maintain and retain the following:

1. Backup documentation, such as bids and quotes.
2. Cost/price analyses on file for review by federal personnel, if applicable.
3. Other documents required by federal regulations applicable at the time a grant is awarded.

Subrecipients who fail to fully document all purchases will find their expenditures questioned and subsequently disallowed.

REPORTING

Program reports are a requirement of the HMEP program and should be submitted in a timely fashion. Incomplete, incorrect or late reports could impact a subrecipient's ability to receive future grant funding with IDHS. A program report will not be available to initiate until there is a fully executed agreement.

HSEEP COMPLIANCE

HSEEP compliance is required for exercises being used to fulfill grant requirements.

PROGRAM REPORTS

Program reports must be started, completed, submitted by the subrecipient and approved by IDHS before a fiscal report can be started. Program reports are a way of tracking progress in accomplishing milestones, goals, objectives and outcomes and assist IDHS in determining whether a program is meeting the goals and objectives set forth in the grant application. IDHS uses the data collected on a quarterly basis to determine the success of the programs funded for that grant cycle. IDHS will also submit data to state agencies at the end of each grant award cycle or the termination of a subrecipient's project, whichever occurs first. This data will be used for program activity reports to FEMA, and any other entities deemed appropriate. IDHS asks you keep accurate time and activity reports for all grant funded or partially funded positions.

Reporting Period	Report Due Date
October 1 – December 31, 2023	January 15, 2024
January 1 – March 31, 2024	April 15, 2024
April 1 – June 30, 2024	July 15, 2024
July 1 – September 30, 2024	October 15, 2024

FISCAL REPORTS

Fiscal reports inform IDHS the rate at which funds are being spent. Deviations from the approved budget may indicate the need for a budget revision, an extension of the project period or identify potential problems. A fiscal report must be submitted in IntelliGrants every quarter for which the grant is active, even if no funds were spent and/or drawn down.

Reporting Period	Report Due Date
October 1 – December 31, 2023	January 30, 2024
January 1 – March 31, 2024	April 30, 2024
April 1 – June 30, 2024	July 30, 2024
July 1 – September 30, 2024	October 30, 2024

GRANT ADJUSTMENT NOTICES

All grant adjustment notices (GANs) must be submitted in IntelliGrants at least 30 days prior to the project's end date to ensure IDHS's consideration of the request. GANs will not be considered or approved if they are received by IDHS after the grant end date. GANs may be requested to move funds from one authorized category to another, but a new spending category may not be added that would change the original purpose of the grant.

Pursuant to the terms and conditions outlined in this award letter, the Indiana Department of Homeland Security hereby obligates \$17,850.00 in FFY 2024 Hazardous Materials Emergency Preparedness to the subrecipient, Monroe County EMA in accordance with the FY 2024 Hazardous Materials Emergency Preparedness Notice of Funding Opportunity. The subrecipient may begin expending these funds in accordance with the terms and conditions contained herein, the subrecipient's approved grant application and the subrecipient's updated budget.

A handwritten signature in black ink, appearing to read 'J Thacker', with a checkmark at the end.

Joel Thacker, Executive Director
Indiana Department of Homeland Security

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Courts MEETING DATE REQUESTED (Tentative): 02/13/2024
Request Presenter(s): Lisa Abraham Phone: 812-349-2617

Was the Council Liaison notified prior to submitting this Agenda Request: Yes

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: [Redacted]

Transfer of Funds

Category

Fund Name: [Redacted]

Fund to Fund

Fund Name A: [Redacted]

Fund Name B: [Redacted]

Salary Ordinance Amendment Effective Date of Amendment: [Redacted]

De-Appropriation of Account Lines

Fund Name: [Redacted]

Other (Specify) Creation of new account line in Court's Budget

Narrative: Give a DETAILED SUMMARY explanation for the request (purpose, action needed, etc.).

The Court's County General Budget has an account line called Pauper Attorneys that is used for payment of invoices to Court appointed public defenders. Public defenders will also have invoices for private investigators, expert witnesses and depositions. Those invoices are paid out of Special Services which depletes that line in my budget. I am asking Council to create a new budget line for these types of invoices. I will transfer money from the Pauper Attorney line into this line for 2024.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Courts MEETING DATE REQUESTED (*Tentative*): 02/13/2024
Request Presenter(s): Lisa Abraham & Judge Catherine Stafford Phone: 812-349-2617

Was the Council Liaison notified prior to submitting this Agenda Request: Yes

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name:

Transfer of Funds

Category

Fund Name:

Fund to Fund

Fund Name A:

Fund Name B:

Salary Ordinance Amendment *Effective Date of Amendment:*

De-Appropriation of Account Lines

Fund Name:

Other (*Specify*) Appropriate Funds in the Family Court Grant

Narrative: Give a DETAILED SUMMARY explanation for the request (*purpose, action needed, etc.*).

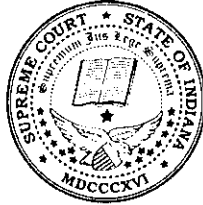
The Monroe County Court System has received a Family Court Grant for 2024 in the amount of \$46,127.33. The Grant is used for the Counsel in the Court program that provides free legal help to the public. The Court is asking the Council to appropriate the Family Court Grant 9113 0000 as follows:

30006 Contractual Services \$46,127.33

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.



Office of Court Services

Mary Kay Hudson, Executive Director • 317-232-1313 • courts.in.gov

January 8, 2024

The Honorable Catherine Stafford
Monroe Circuit Court
301 North College Avenue
Bloomington, IN 47404

Dear Judge Stafford:

Thank you for your Family Court Grant application. I am pleased to inform you that Monroe County Court's Greene/Lawrence/Monroe/Owen County "Counsel in The Court" application for a Family Court Grant has been approved for the full requested amount of \$46,127.33.

This award is contingent on the proper execution and return of the previously provided Grant Agreement. Once that agreement has been returned, please alert your County Clerk, Treasurer, and Auditor that the initial amount will be sent by electronic transmission. The funds can only be spent for projects and purposes specifically approved in your Family Court Grant application, grant agreement, and in accordance with the grant terms and conditions. Please ensure that all services funded through this grant are only for family law cases and not for assistance with other general civil law matters.

I am grateful for the services you provide to the family law litigants of your community as well as your continued participation in the Family Court grant program. I look forward to following the growth of your program.

Sincerely,

Joseph Fischer

Joseph Fischer, JD
Family Court Grant Manager
Indiana Office of Court Services

CC: Diane Walker, District 10 Pro Bono Project
Lisa Abraham, Monroe Co. Ct. Administrator
Melissa Patterson, Monroe County

Acct	Obj	Carry Forward Approp	Original Approp	Add'l Approp	Adj Approp	Total Approp	Expenditure	Unexpend Balance	Unexpend Pct
☐ Fund : 9113									
☐ Loc : 0000									
20001	00000	1,124.01	0.00	0.00	(624.01)	500.00	0.00	500.00	100.00%
30006	00000	635.91	0.00	12,000.00	1,470.31	14,106.22	14,106.22	0.00	0.00%
30028	00000	846.30	0.00	0.00	(846.30)	0.00	0.00	0.00	0.00%
		2,606.22	0.00	12,000.00	0.00	14,606.22	14,106.22	500.00	3.42%
		2,606.22	0.00	12,000.00	0.00	14,606.22	14,106.22	500.00	3.42%
		2,606.22	0.00	12,000.00	0.00	14,606.22	14,106.22	500.00	3.42%

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Prosecutor MEETING DATE REQUESTED (*Tentative*): 02/13/2024
Request Presenter(s): Beth Hamlin Phone: (812)349-2064

Was the Council Liaison notified prior to submitting this Agenda Request: No

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: County General

Transfer of Funds

Category

Fund Name:

Fund to Fund

Fund Name A:

Fund Name B:

Salary Ordinance Amendment *Effective Date of Amendment:*

De-Appropriation of Account Lines

Fund Name:

Other (*Specify*)

Narrative: Give a DETAILED SUMMARY explanation for the request (*purpose, action needed, etc.*).

This is a request to create a line in the Prosecutor County General fund for Transcripts. This is a line that had been in our budget previously but went unused for many years so was not funded in the 2024 budget. We now have a need for use of this line due to the need to have transcripts made for a post conviction relief case. No request for additional appropriation is necessary as we will transfer funds into the line.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Prosecutor MEETING DATE REQUESTED (*Tentative*): February 13, 2024
Request Presenter(s): Beth Hamlin Phone: (812)349-2064

Was the Council Liaison notified prior to submitting this Agenda Request: Yes

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: STOP Grant

Transfer of Funds

Category

Fund Name:

Fund to Fund

Fund Name A:

Fund Name B:

Salary Ordinance Amendment *Effective Date of Amendment:*

De-Appropriation of Account Lines

Fund Name:

Other (*Specify*)

Narrative: Give a DETAILED SUMMARY explanation for the request (*purpose, action needed, etc.*).

This is a request to create a new location number for grant tracking purposes, and to appropriate renewed STOP grant funding, for grant number STOP-2023-00004. The funds will pay a portion of salary and benefits for a full time Sex Crimes DPA specialist, a full time Domestic Violence DPA specialist, and a part time assistant to the Special Victims Unit.

This is a request to appropriate STOP grant funding for the time period 10/1/2022 - 9/30/23. Total funding for this contract is \$117,553.30. A match of \$39,412.34 is required and is paid by way of the balance of salary and benefits for these positions. The match is paid out of the Public Safety LIT fund.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

REQUEST CREATION OF NEW ACCOUNT LINE(S) AND/OR ADDITIONAL APPROPRIATION(S)

*Council recommends making **ANY** In-House and/or Category Transfers **PRIOR** to requesting additional appropriations.*

DEPARTMENT: Prosecutor MEETING DATE REQUESTED (*Tentative*): 2/13/2024

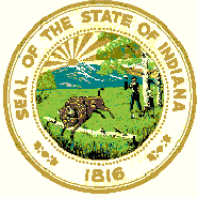
Fund Name: STOP Grant

Fund Number: 8123 Location Number: 9624

Account Number	Account Description	Amount Requested
13425	Sex Crimes Deputy Prosecutor	44263.65
13015	Domestic Violence Deputy Prosecutor	44263.65
17801	Part Time	11700
18101	FICA	6066
18201	PERF	11260
TOTAL REQUEST		117,553.30

Contact the Council Administrator (Ext. 2516) for new numbers and/or clarification on account numbers.

Staff will notify Department when the accounts/additional have been approved/updated.



STATE OF INDIANA



Eric J. Holcomb, Governor
Devon McDonald, Executive Director

Notice of Award

09/01/2023

Erika Oliphant

Monroe County Prosecutor's Office
100 W. Kirkwood Ave., Room 322
Bloomington, IN 47404

RE: 2023 - 2024 Services* Training* Officers* Prosecutors* (STOP)

Dear Erika Oliphant:

On behalf of the Indiana Criminal Justice Institute (ICJI), I am pleased to notify you that your grant application and budget have undergone a careful review and your organization has been awarded funds in the amount of **\$117,553.30** from the above referenced grant.

As you know, ICJI must ensure that all grantees comply with the rules, regulations, and laws governing grants administered by ICJI. By signing the grant agreement, you acknowledge and certify that your organization agrees to abide by all rules, regulations, and laws governing grants administered by ICJI. ICJI strongly encourages you to familiarize yourself with these rules, regulations, and laws prior to signing the grant agreement.

If you have any questions about your grant award, please contact **Henry Barnes** at **HBARNES@CJI.IN.GOV** or **317-232-7610**. Congratulations, and we are looking forward to working with you throughout the duration of the grant as you utilize the grant funds to effectuate positive change throughout your community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Devon McDonald".

Devon McDonald
Executive Director
Indiana Criminal Justice Institute

Monroe County Board of Commissioners Agenda Request - Grant

REQUIRED

Federal Agency Federal Program

CFDA# Federal Award Number and Year (or other ID)

Pass Through Entity:

Request completed by:

This document is to be submitted no later than the Friday at noon prior to the requested meeting date.

Each agenda request and all necessary documents to the Auditor's Office (Anita Freeman) at: afreeman@co.monroe.in.us AND to the Commissioner's Office e-mail: Commissionersoffice@co.monroe.in.us

GRANT AGREEMENT

**SERVICES • TRAINING • OFFICERS • PROSECUTORS (STOP)
VIOLENCE AGAINST WOMEN GRANT PROGRAM**

Contract # 0000000000000000000080183

This Grant Agreement (this “Grant Agreement”), entered into by and between the **Indiana Criminal Justice Institute** (the “State”) and the **Monroe County Prosecutor’s Office** (the “Grantee”), and the **Monroe County Auditor’s Office** (the “Fiscal Agent”) is executed pursuant to the terms and conditions set forth herein. In consideration of those mutual undertakings and covenants, the parties agree as follows:

1. Purpose of this Grant Agreement; Funding Source. The purpose of this Grant Agreement is to enable the State to award a Grant of **\$117,553.30** (the “Grant”) to the Grantee for eligible costs of the services or project (the “Project”) described in **Exhibits A and B** of this Grant Agreement, which are incorporated fully herein. The funds shall be used exclusively in accordance with the provisions contained in this Grant Agreement, and the federal special conditions found in **Exhibit C**, which are attached hereto and incorporated fully herein by reference.

This grant is authorized by 34 U.S.C §§ 10441, 10446-10451 and made with funds from the Violence Against Women Act of 1994 as reauthorized and amended by the Violence Against Women Act of 2000, the Violence Against Women and Department of Justice Reauthorization Act of 2005, the Violence Against Women Reauthorization Act of 2013, and the Violence Against Women Act Reauthorization Action of 2022, and is administered by the State pursuant to Indiana Code § 5-2-6-3. The funds received by the Grantee pursuant to this Grant Agreement shall be used only to implement the Project in Conformance with this Grant Agreement and for no other purposes. The Grantee agrees to comply with financial and administrative requirements set forth in the current edition of the Department of Justice (DOJ) Grants Financial Guide and 2 C.F.R. Part 200, as adopted and supplements by the Department of Justice in 2 C.F.R. Part 2800.

The Fiscal Agent shall transmit the grant award to the Grantee to provide the requisite funding for the Grantee to implement the Project or provide the services in conformance with this Grant Agreement. The Fiscal Agent is responsible for ensuring that the grant funds are obligated, expended, and drawn down in conformity with the Grant Agreement. If the Fiscal Agent fails to transmit the grant award to the Grantee in a timely fashion or fails to provide adequate fiscal oversight, the State, at its discretion, may consider such failure to be a material breach of this Grant Agreement.

FUNDING SOURCE:

Program Name per Assistance Listing Number (ALN):
Violence Against Women Formula Grants
ALN: 16.588

2. Representations and Warranties of the Grantee.

A. The Grantee expressly represents and warrants to the State that it is statutorily eligible to receive these Grant funds and that the information set forth in its Grant Application is true, complete, and accurate. The Grantee expressly agrees to promptly repay all funds paid to it under this Grant Agreement should it be

determined either that it was ineligible to receive the funds, or it made any material misrepresentation on its grant application.

B. The Grantee certifies by entering into this Grant Agreement that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into this Grant Agreement by any federal or state department or agency. The term “principal” for purposes of this Grant Agreement is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Grantee. The Grantee understands and agrees that it must notify the State immediately if it becomes debarred or suspended by a federal or state department or agency.

C. The Grantee certifies by entering into this Grant Agreement, to the best of its knowledge and belief that the Grantee has complied with 31 U.S.C §1352, and specifically, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete Standard Form – LLL, (Disclosure Form to Report Lobbying), in accordance with its instructions.
3. The Grantee agrees by signing this Grant Agreement that it shall require the language of this certification be included in any lower tier sub-contracts, which exceed \$100,000, and that all such sub-recipients shall certify and disclose accordingly. Any person who fails to sign or file this required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure. Neither the Grantee nor the subgrantee may satisfy such a fine with funds from this grant or any federal funds.

3. Implementation of and Reporting on the Project.

A. The Grantee shall implement and complete the Project in accordance with **Exhibit A** and with the plans and specifications contained in its Grant Application, which is on file with the State and is incorporated by reference. Modification of the Project shall require prior written approval of the State.

B. The Grantee shall submit to the State written progress reports until the completion of the Project. These reports shall be submitted on a **quarterly** basis and shall contain such detail of progress or performance on the Project as is requested by the State. Additionally, the Grantee shall submit an annual MUSKIE report to the State by close of business on **May 31, 2024**. Failure to submit this report in a timely fashion may be considered a material breach, at the discretion of the State.

4. Term. This Grant Agreement commences on **October 1, 2023** and shall remain in effect through **September 30, 2024**. Unless otherwise provided herein, it may be extended upon the written agreement

of the parties and as permitted by state or federal laws governing this Grant. The Grantee may not obligate, expend, or draw down grant funds until the Office of the Chief Financial Officer of the awarding agency notifies the State that the grant has been awarded.

5. Grant Funding.

A. The State shall fund this Grant in the amount of **\$117,553.30**. The approved Project Budget is set forth as **Exhibit B** of this Grant Agreement, attached hereto and incorporated herein. The Grantee shall not spend more than the amount for each line item in the Project Budget without the prior written consent of the State, nor shall the Project costs funded by this Grant Agreement and those funded by any local and/or private share be changed or modified without the prior written consent of the State.

B. The disbursement of Grant funds to the Grantee shall not be made until all documentary materials required by this Grant Agreement have been received and approved by the State and this Grant Agreement has been fully approved by the State.

6. Payment of Claims.

A. If advance payment of all or a portion of the Grant funds is permitted by statute or regulation, and the State agrees to provide such advance payment, advance payment shall be made only upon submission of a proper claim setting out the intended purposes of those funds. After such funds have been expended, Grantee shall provide State with a reconciliation of those expenditures. Otherwise, all payments shall be made thirty-five (35) days in arrears in conformance with State fiscal policies and procedures. As required by IC § 4-13-2-14.8, all payments will be by the direct deposit by electronic funds transfer to the financial institution designated by the Grantee in writing unless a specific waiver has been obtained from the Indiana Auditor of State.

B. Requests for payment will be processed only upon presentation of a Claim Voucher in the form designated by the State. Such Claim Vouchers must be submitted with the budget expenditure report detailing disbursements of state, local and/or private funds by project budget line items.

C. The State may require evidence furnished by the Grantee that substantial progress has been made toward completion of the Project prior to making the first payment under this Grant. All payments are subject to the State's determination that the Grantee's performance to date conforms with the Project as approved, notwithstanding any other provision of this Grant Agreement.

D. Claims shall be submitted to the State within 20 calendar days following the end of the quarter in which work on or for the Project was performed. The State has the discretion, and reserves the right, to NOT pay any claims submitted later than 20 calendar days following the end of the month in which the services were provided. All final claims and reports must be submitted to the State within 30 calendar days after the expiration or termination of this agreement. Payment for claims submitted after that time may, at the discretion of the State, be denied. Claims may be submitted on a monthly or quarterly basis. If Grant funds have been advanced and are unexpended at the time that the final claim is submitted, all such unexpended Grant funds must be returned to the State.

E. Claims must be submitted with accompanying supportive documentation as designated by the State. Claims submitted without supportive documentation will be returned to the Grantee and not processed for payment. Supporting documentation includes, but is not limited to, cancelled checks, receipts, time sheets, pay stubs, etc. Failure to comply with the provisions of this Grant Agreement may result in the denial of a claim for payment.

F. The Grantee shall select between cash basis accounting or accrual basis accounting and maintain said selection during the term of the grant for the accounting of expenditures.

G. The Grantee shall provide documentation, including but not limited to any contracts or agreements regarding whether the Grantee is purchasing, renting, or leasing equipment or supplies when submitting claims to the State.

7. Project Monitoring by the State. The State may conduct on-site or off-site monitoring reviews of the Project during the term of this Grant Agreement and for up to three (3) years after it expires or is otherwise terminated. The Grantee shall extend its full cooperation and give full access to the Project site and to relevant documentation to the State or its authorized designees for the purpose of determining, among other things:

- A. whether Project activities are consistent with those set forth in **Exhibit A**, the Grant Application, and the terms and conditions of the Grant Agreement;
- B. the actual expenditure of state, local and/or private funds expended to date on the Project is in conformity with the amounts for each Budget line item as set forth in **Exhibit B** and that unpaid costs have been properly accrued;
- C. that Grantee is making timely progress with the Project, and that its project management, financial management and control systems, procurement systems and methods, and overall performance are in conformance with the requirements set forth in this Grant Agreement and are fully and accurately reflected in Project reports submitted to the State.

8. Compliance with Audit and Reporting Requirements; Maintenance of Records.

A. The Grantee shall submit to an audit of funds paid through this Grant Agreement and shall make all books, accounting records and other documents available at all reasonable times during the term of this Grant Agreement and for a period of three (3) years after final payment for inspection by the State or its authorized designee. Copies shall be furnished to the State at no cost

B. If the Grantee is a “subrecipient” of federal grant funds under 2 C.F.R. 200.331, Grantee shall arrange for a financial and compliance audit that complies with 2 C.F.R. 200.500 *et seq.* if required by applicable provisions of 2 C.F.R. 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements).

C. If the Grantee is a non-governmental unit, the Grantee shall file the Form E-1 annual financial report required by IC § 5-11-1-4. The E-1 entity annual financial report will be used to determine audit requirements applicable to non-governmental units under IC § 5-11-1-9. Audits required under this section must comply with the State Board of Accounts *Uniform Compliance Guidelines for Examination of Entities Receiving Financial Assistance from Governmental Sources*, <https://www.in.gov/sboa/files/guidelines-examination-entities-receiving-financial-assistance-government-sources.pdf>. Guidelines for filing the annual report are included in **Exhibit D** (Guidelines for Non-governmental Entities).

9. Compliance with Laws.

A. The Grantee shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, and all provisions required thereby to be included herein are hereby incorporated by reference. The enactment or modification of any applicable state or federal statute or the promulgation of rules or

regulations thereunder after execution of this Grant Agreement shall be reviewed by the State and the Grantee to determine whether the provisions of this Grant Agreement require formal modification.

B. The Grantee and its agents shall abide by all ethical requirements that apply to persons who have a business relationship with the State as set forth in IC § 4-2-6, *et seq.*, IC § 4-2-7, *et seq.* and the regulations promulgated thereunder. **If the Grantee has knowledge, or would have acquired knowledge with reasonable inquiry, that a state officer, employee, or special state appointee, as those terms are defined in IC 4-2-6-1, has a financial interest in the Grant, the Grantee shall ensure compliance with the disclosure requirements in IC § 4-2-6-10.5 prior to the execution of this Grant Agreement.** If the Grantee is not familiar with these ethical requirements, the Grantee should refer any questions to the Indiana State Ethics Commission or visit the Inspector General's website at <http://www.in.gov/ig/>. If the Grantee or its agents violate any applicable ethical standards, the State may, in its sole discretion, terminate this Grant immediately upon notice to the Grantee. In addition, the Grantee may be subject to penalties under IC §§ 4-2-6, 4-2-7, 35-44.1-1-4, and under any other applicable laws.

C. The Grantee certifies by entering into this Grant Agreement that neither it nor its principal(s) is presently in arrears in payment of taxes, permit fees or other statutory, regulatory, or judicially required payments to the State. The Grantee agrees that any payments currently due to the State may be withheld from payments due to the Grantee. Additionally, payments may be withheld, delayed, or denied and/or this Grant suspended until the Grantee is current in its payments and has submitted proof of such payment to the State.

D. The Grantee warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by the State, and agrees that it will immediately notify the State of any such actions. During the term of such actions, the Grantee agrees that the State may suspend funding for the Project. If a valid dispute exists as to the Grantee's liability or guilt in any action initiated by the State or its agencies, and the State decides to suspend funding to the Grantee, the Grantee may submit, in writing, a request for review to the Indiana Department of Administration (IDOA). A determination by IDOA shall be binding on the parties. Any disbursements that the State may delay, withhold, deny, or apply under this section shall not be subject to penalty or interest.

E. The Grantee warrants that the Grantee and any contractors performing work in connection with the Project shall obtain and maintain all required permits, licenses, registrations, and approvals, and shall comply with all health, safety, and environmental statutes, rules, or regulations in the performance of work activities for the State. Failure to do so may be deemed a material breach of this Grant Agreement and grounds for immediate termination and denial of grant opportunities with the State.

F. The Grantee affirms that, if it is an entity described in IC Title 23, it is properly registered and owes no outstanding reports to the Indiana Secretary of State.

G. As required by IC § 5-22-3-7:

(1) The Grantee and any principals of the Grantee certify that:

(A) the Grantee, except for de minimis and nonsystematic violations, has not violated the terms of:

(i) IC § 24-4-7 [Telephone Solicitation Of Consumers];

(ii) IC § 24-5-12 [Telephone Solicitations]; or

(iii) IC § 24-5-14 [Regulation of Automatic Dialing Machines];

in the previous three hundred sixty-five (365) days, even if IC 24-4.7 is preempted by federal law; and

(B) the Grantee will not violate the terms of IC § 24-4.7 for the duration of this Grant Agreement, even if IC §24-4.7 is preempted by federal law.

(2) The Grantee and any principals of the Grantee certify that an affiliate or principal of the Grantee and any agent acting on behalf of the Grantee or on behalf of an affiliate or principal of the Grantee, except for de minimis and nonsystematic violations,

(A) has not violated the terms of IC § 24-4.7 in the previous three hundred sixty-five (365) days, even if IC § 24-4.7 is preempted by federal law; and

(B) will not violate the terms of IC § 24-4.7 for the duration of this Grant Agreement even if IC § 24-4.7 is preempted by federal law.

H. The Grantee certifies that it will follow all Indiana procurement laws, policies, and procedures regarding funds expended under this Grant Agreement, including but not limited to Indiana Code § 5-22 and the procedures set out at <https://www.in.gov/idoa/2944.htm>.

I. The Grantee shall follow and comply with all provisions in 2 C.F.R. § 200.216 and 2 C.F.R. § 200.217 when renting, purchasing, or leasing any telecommunications, video surveillance systems and service, or equipment. Furthermore, the Grantee shall follow and comply with all provisions in 2 C.F.R. § 200.465 regarding the lease and or rental of real property and equipment.

10. Debarment and Suspension.

A. The Grantee certifies by entering into this Grant Agreement that it is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into this Grant by any federal agency or by any department, agency, or political subdivision of the State. The term "principal" for purposes of this Grant Agreement means an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Grantee.

B. The Grantee certifies that it has verified the suspension and debarment status for all subcontractors receiving funds under this Grant Agreement and shall be solely responsible for any recoupments or penalties that might arise from non-compliance. The Grantee shall immediately notify the State if any subcontractor becomes debarred or suspended, and shall, at the State's request, take all steps required by the State to terminate its contractual relationship with the subcontractor for work to be performed under this Grant Agreement.

11. Drug-Free Workplace Certification. As required by Executive Order No. 90-5, April 12, 1990, issued by the Governor of Indiana, the Grantee hereby covenants and agrees to make a good faith effort to provide and maintain a drug-free workplace. Grantee will give written notice to the State within ten (10) days after receiving actual notice that the Grantee, or an employee of the Grantee in the State of Indiana, has been convicted of a criminal drug violation occurring in the workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of grant payments, termination of the Grant and/or debarment of grant opportunities with the State of Indiana for up to three (3) years.

In addition to the provisions of the above paragraphs, if the total amount set forth in this Grant Agreement is in excess of \$25,000.00, the Grantee certifies and agrees that it will provide a drug-free workplace by:

- A. Publishing and providing to all of its employees a statement notifying them that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violations of such prohibition; and
- B. Establishing a drug-free awareness program to inform its employees of: (1) the dangers of drug abuse in the workplace; (2) the Grantee's policy of maintaining a drug-free workplace; (3) any available drug counseling, rehabilitation, and employee assistance programs; and (4) the penalties that may be imposed upon an employee for drug abuse violations occurring in the workplace; and
- C. Notifying all employees in the statement required by subparagraph (A) above that as a condition of continued employment the employee will: (1) abide by the terms of the statement; and (2) notify the Grantee of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction; and
- D. Notifying in writing the State within ten (10) days after receiving notice from an employee under subdivision (C)(2) above, or otherwise receiving actual notice of such conviction; and
- E. Within thirty (30) days after receiving notice under subdivision (C)(2) above of a conviction, imposing the following sanctions or remedial measures on any employee who is convicted of drug abuse violations occurring in the workplace: (1) take appropriate personnel action against the employee, up to and including termination; or (2) require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency; and
- F. Making a good faith effort to maintain a drug-free workplace through the implementation of subparagraphs (A) through (E) above.

12. Employment Eligibility Verification. As required by IC § 22-5-1.7, the Grantee hereby swears or affirms under the penalties of perjury that:

- A. The Grantee has enrolled and is participating in the E-Verify program;
- B. The Grantee has provided documentation to the State that it has enrolled and is participating in the E-Verify program;
- C. The Grantee does not knowingly employ an unauthorized alien.
- D. The Grantee shall require its contractors who perform work under this Grant Agreement to certify to Grantee that the contractor does not knowingly employ or contract with an unauthorized alien and that the contractor has enrolled and is participating in the E-Verify program. The Grantee shall maintain this certification throughout the duration of the term of a contract with a contractor.

The State may terminate for default if the Grantee fails to cure a breach of this provision no later than thirty (30) days after being notified by the State.

13. Funding Cancellation. As required by Financial Management Circular 3.3 and IC § 5-22-17-5, when the Director of the State Budget Agency makes a written determination that funds are not appropriated or

otherwise available to support continuation of performance of this Grant Agreement, it shall be canceled. A determination by the Director of the State Budget Agency that funds are not appropriated or otherwise available to support continuation of performance shall be final and conclusive. If the federal funding source makes a determination that grant funds are no longer appropriated or available, this Grant Agreement shall be cancelled and the State has no further obligations under this Grant Agreement.

14. Governing Law. This Grant Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Indiana, without regard to its conflict of laws rules. Suit, if any, must be brought in the State of Indiana.

15. Information Technology Accessibility Standards. [Omitted – Not Applicable].

16. Insurance. The Grantee shall maintain insurance with coverages and in such amount as may be required by the State or as provided in its Grant Application.

17. Nondiscrimination. Pursuant to the Indiana Civil Rights Law, specifically IC § 22-9-1-10, and in keeping with the purposes of the federal Civil Rights Act of 1964, the Age Discrimination in Employment Act, and the Americans with Disabilities Act, the Grantee covenants that it shall not discriminate against any employee or applicant for employment relating to this Grant with respect to the hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of the employee or applicant's: race, color, national origin, religion, sex, age, disability, ancestry, status as a veteran, or any other characteristic protected by federal, state, or local law ("Protected Characteristics"). Furthermore, Grantee certifies compliance with applicable federal laws, regulations, and executive orders prohibiting discrimination based on the Protected Characteristics in the provision of services.

The Grantee understands that the State is a recipient of federal funds, and therefore, where applicable, Grantee and any subcontractors shall comply with requisite affirmative action requirements, including reporting, pursuant to 41 CFR Chapter 60, as amended, and Section 202 of Executive Order 11246 as amended by Executive Order 13672.

The Grantee covenants that it shall not discriminate against any individual based on actual or perceived race, color, religion, national origin, sex, gender identify, sexual orientation, or disability as outline in the Violence Against Women Act Reauthorization Act of 2013.

18. Notice to Parties. Whenever any notice, statement or other communication is required under this Grant, it will be sent by E-mail or first-class U.S. mail service to the following addresses, unless otherwise specifically advised.

- A. Notices to the State shall be sent to:
Indiana Criminal Justice Institute
Attn: Deirdre Westrate, Senior Grant Manager
402 W. Washington Street, Room W469
Indianapolis, IN 46204
E-mail: dwestrate@cji.in.gov

- B. Notices to the Grantee shall be sent to:
Monroe County Prosecutor's Office
Attn: Erika Oliphant
301 N. College Avenue, Room 211
Bloomington, IN 47404
E-mail: coliphant@co.monroe.in.us

- C. Notices to the Fiscal Agent shall be sent:
Monroe County Auditor's Office
Attn: Christopher Muench, Chief Deputy Auditor
100 W. Kirkwood Avenue
Bloomington, IN 47404
E-mail: cmuench@co.monroe.in.us

As required by IC § 4-13-2-14.8, payments to the Grantee shall be made via electronic funds transfer in accordance with instructions filed by the Grantee with the Indiana Auditor of State.

19. Order of Precedence; Incorporation by Reference. Any inconsistency or ambiguity in this Grant Agreement shall be resolved by giving precedence in the following order: (1) requirements imposed by applicable federal or state law, including those identified in Clause 24, below, (2) this Grant Agreement, (3) Exhibits prepared by the State, (4) Invitation to Apply for Grant; (5) the Grant Application; and (6) Exhibits prepared by Grantee. All of the foregoing are incorporated fully herein by reference.

20. Public Record. The Contractor acknowledges that the State will not treat this Grant as containing confidential information and will post this Grant on the transparency portal as required by Executive Order 05-07 and IC § 5-14-3.5-2. Use by the public of the information contained in this Grant shall not be considered an act of the State.

21. Termination for Breach.

A. Failure to complete the Project and expend State, local and/or private funds in accordance with this Grant Agreement may be considered a material breach, and shall entitle the State to suspend grant payments, and to suspend the Grantee's participation in State grant programs until such time as all material breaches are cured to the State's satisfaction.

B. The expenditure of State or federal funds other than in conformance with the Project or the Budget may be deemed a breach. The Grantee explicitly covenants that it shall promptly repay to the State all funds not spent in conformance with this Grant Agreement.

C. Failure to timely report grant progress pursuant to Clause 3 of this Grant Agreement may, at the discretion of the State, be considered a material breach. If the material breach is not cured to the satisfaction of the State, the State may suspend the Grantee's funding under this Grant Agreement and the remaining funds will be de-obligated.

22. Termination for Convenience. Unless prohibited by a statute or regulation relating to the award of the Grant, this Grant Agreement may be terminated, in whole or in part, by the State whenever, for any reason, the State determines that such termination is in the best interest of the State. Termination shall be effected by delivery to the Grantee of a Termination Notice, specifying the extent to which such termination becomes effective. The Grantee shall be compensated for completion of the Project properly done prior to the effective date of termination. The State will not be liable for work on the Project performed after the effective date of termination. In no case shall total payment made to the Grantee exceed the original grant.

23. Travel. No expenses for travel will be reimbursed unless specifically authorized by this Grant.

24. Federal and State Third-Party Contract Provisions. If part of this Grant involves the payment of federal funds, the Grantee and, if applicable, its contractors shall comply with the federal provisions attached as the **Special Conditions** outlined in **Exhibit C** and incorporated fully herein.

25. Provision Applicable to Grants with tax-funded State Educational Institutions: “Separateness” of the Parties. [Omitted – Not Applicable].

26. Criminal Background Verifications. The Grantee shall conduct criminal background verifications concerning any individual who has direct contact with members of a vulnerable population, including but not limited to employees, contractors, and volunteers. The Grantee must conduct these criminal background verifications prior to the initiation of the employment or contractual onset and (at a minimum) biennially. The State will examine criminal background verifications as part of its monitoring and compliance visits.

27. State Boilerplate Affirmation Clause. I swear or affirm under the penalties of perjury that I have not altered, modified, changed, or deleted the State’s standard contract clauses (as contained in the *2022 SCM Template*) in any way except as follows:

Clause 1: Modified.

Clause 2: Modified.

Clause 3: Modified.

Clause 4: Modified.

Clause 6: Modified.

Clause 7: Modified.

Clause 8: Modified.

Clause 9: Modified.

Clause 13: Modified.

Clause 15: Omitted.

Clause 17: Modified.

Clause 18: Modified.

Clause 19: Modified.

Clause 21: Modified.

Clause 24: Modified.

Clause 25: Omitted.

Clause 26: Added.

Clause 27: Renumbered from Clause 26.

Non-Collusion, Acceptance

The undersigned attests, subject to the penalties for perjury, that the undersigned is the Grantee, or that the undersigned is the properly authorized representative, agent, member, or officer of the Grantee. Further, to the undersigned’s knowledge, neither the undersigned nor any other member, employee, representative, agent, or officer of the Grantee, directly or indirectly, has entered into or been offered any sum of money or other consideration for the execution of this Grant Agreement other than that which appears upon the face hereof. **Furthermore, if the undersigned has knowledge that a state officer, employee, or special state appointee, as those terms are defined in IC § 4-2-6-1, has a financial interest in the Grant, the Grantee attests to compliance with the disclosure requirements in IC § 4-2-6-10.5.**

Agreement to Use Electronic Signatures

I agree, and it is my intent, to sign this Contract by accessing State of Indiana Supplier Portal using the secure password assigned to me and by electronically submitting this Contract to the State of Indiana. I understand that my signing and submitting this Contract in this fashion is the legal equivalent of having placed my handwritten signature on the submitted Contract and this affirmation. I understand and agree that by electronically signing and submitting this Contract in this fashion I am affirming to the truth of the information contained therein. I understand that this Contract will not become binding on the State until it has been approved by the Department of Administration, the State Budget Agency, and the Office of the Attorney General, which approvals will be posted on the Active Contracts Database: https://fs.gmis.in.gov/psp/guest/SUPPLIER/ERP/c/SOI_CUSTOM_APPS.SOI_PUBLIC_CNTRCTS.GBL?

In Witness Whereof, the Grantee and the State have, through their duly authorized representatives, entered into this Grant Agreement. The parties, having read and understood the foregoing terms of this Grant Agreement, do by their respective signatures dated below agree to the terms thereof.

Monroe County Prosecutor's Office

By: Erika Oliphant
4B3BFC19E5E249E...

Erika Oliphant Prosecuting Attorney

Name and Title, Printed

Date: 1/26/2024 | 09:37 EST

Indiana Criminal Justice Institute

DocuSigned by:
By: Devon Wayne McDonald - 032
115D65135C944B7...

Devon McDonald, Executive Director

Date: 2/2/2024 | 08:29 EST

Monroe County Auditor's Office

DocuSigned by:
By: Christopher Muench
18F85BB64620471...

Christopher Muench Auditor Pro Tempore

Name and Title, Printed

Date: 1/26/2024 | 10:04 EST

Approved by:

Indiana Department of Administration

By: _____ (for)
Rebecca Holwerda, Commissioner

Date: _____

Monroe County Board of Commissioners

DocuSigned by:
By: Julie Thomas
1E0F5FF84AC4468...

Julie Thomas President- Julie Thomas

Name and Title, Printed

Date: 2/1/2024 | 14:40 EST

Approved by:

State Budget Agency

By: _____ (for)
Zachary Q. Jackson, Director

Date: _____

APPROVED as to Form and Legality:

Office of the Attorney General

(for)
Theodore E. Rokita, Attorney General

Date: _____

Prepared and reviewed by:

DocuSigned by:
Jon PM McDonald - 00032
28C14F446AE74A3
Jon McDonald, Attorney No. 27246-49
Deputy General Counsel
Indiana Criminal Justice Institute

2023 STOP Violence Against Women Formula Grant (STOP)

Organization: Monroe County Prosecutor's Office

STOP-2023-00004

Version Date: 10/17/2023 14:58:30

Goals, Objectives, & Outcomes

1. Provide the program's goal. The goal should be general, realistic, focused on what we will ultimately achieve, consistent with overall mission/purpose of agency.

Hint: The goal should directly address the problem identified in the Problem Statement.

Example: The Indiana Criminal Justice Institute (ICJI) will provide data driven evidence-based/best practice program funding to regions of Indiana with the most financial and programmatic disparities.

The primary goal of this project is to continue to develop and improve the effectiveness of the Special Victims Unit within the Monroe County Prosecutor's Office. This SVU was put in place on 7/1/19 to focus on the prosecution of crimes of violence against women, specifically crimes of sexual assault and domestic violence. The SVU's overarching goal is to improve Monroe County's response to the prosecution of these difficult cases.

2. Provide objectives that measure progress toward achieving the goal.

Hint: Objectives are the steps needed to achieve goals. Objectives should be concrete, action-oriented, measurable and Specific, Measurable, Achievable, Realistic, Timely (SMART).

Example: The ICJI will provide an increase of 30% of victim-related funding to areas possessing less than one shelter per 20 sq. miles.

- 1) The Sex Crimes Deputy Prosecuting Attorney (SCDPA), Domestic Violence Deputy Prosecuting Attorney (DVDPA), and Part Time Assistant will spend 100% of their program funded work time on the prosecution of violent crimes against women, related outreach and education, and maintenance of program related statistics.
- 2) SCDPA and DVDPA will handle all aspects of felony level sex crime/domestic violence crime case development, from charging decision to case disposition, employing effective use of vertical prosecution, a best practice
- 3) SCDPA and/or DVDPA will attend a minimum of 90% of relevant multi-disciplinary team meetings convened (SART, CAC, DV Coalition, SVU)
- 4) SCDPA, DVDPA, Victim Assistants, and/or the Part Time Assistant will document all victim participation in case development, making a case note of participation and also making note if a victim declines to cooperate or participate.

3. Provide at least 1 Outcome for EACH stated objective (outcomes quantitatively measure program impact).

Hint: Outcomes measure objectives and are criteria for how the program is deemed to be effective.

Example: During exit interviews/surveys, victims completing our program will report feeling safer and can list five new ways to keep safe.

- 1) Documentation will be retained in the form of time sheets that will verify 100% of SCDPA, DVDPA, and PT Assistant's program funded work hours have been spent on sex crime and/or domestic violence prosecution, related outreach and education, and maintenance of program related statistics.
- 2) Case file and court recorded documentation will reflect and verify that SCDPA/DVDPA have handled all aspects of felony sex crime/domestic violence criminal case development.
- 3) Attendance at multi-disciplinary team meetings will be kept and will show SCDPA/DVDPA have at least a 90% attendance rate at convened SART, CAC, DV Coalition, SVU and other team meetings.
- 4) Case file notes, including notes in the Indiana Prosecutor Management System software will verify victim contact in 100% of cases where a victim is named. If a victim declines contact, case file notes will reflect such.

10/17/2023

2023 STOP Violence Against Women Formula Grant (STOP)

Organization: Monroe County Prosecutor's Office

STOP-2023-00004

Version Date: 10/17/2023 14:58:30

Personnel

What type of personnel do you wish to enter?

- ✓ Salaried
- ✓ Hourly
- Law Enforcement Pool
- Pool
- Volunteer

SALARIED

<u>Position</u>	<u>Name</u>	<u>Fund Type</u>	<u>Employee Type</u>	<u>Annual Salary</u>	<u>Percentage</u>	<u>Cost</u>
Domestic Violence Deputy Prosecuting Attorney	Amy Oliver (7/17/21 to present)	Grant	Full-time	\$88,527.29	50%	\$44,263.65
Sex Crimes Deputy Prosecuting Attorney	Rebecca Helmer (1/1/23 to present)	Grant	Full-time	\$88,527.29	50%	\$44,263.65
Domestic Violence Deputy Prosecuting Attorney	Amy Oliver (7/17/23 to present)	Match	Full-time	\$88,527.29	22.13%	\$19,591.09
Sex Crimes Deputy Prosecuting Attorney	Rebecca Helmer (1/1/23 to present)	Match	Full-time	\$88,527.29	22.13%	\$19,591.09
Personnel Total:						\$127,709.48

<u>Position</u>	<u>Name</u>	<u>Fund Type</u>	<u>Employee Type</u>	<u>Hourly Rate</u>	<u>No. of Hours</u>	<u>Percentage</u>	<u>Cost</u>
Part Time Assistant	Christina Correia (6/1/23 to present)	Grant	Part-time	\$20.00	780	75%	\$11,700.00
Personnel Total:							\$11,700.00

<u>Name</u>	<u>Fund Type</u>	<u>Total Expenditure</u>	<u>Percentage</u>	<u>Cost</u>
%				
Personnel Total:				\$0

<u>Position</u>	<u>Name</u>	<u>Fund Type</u>	<u>Total Expenditure</u>	<u>Percentage</u>	<u>Cost</u>
%					

2023 STOP Violence Against Women Formula Grant (STOP)

Organization: Monroe County Prosecutor's Office

STOP-2023-00004
Version Date: 10/17/2023 14:58:30

Employee Benefits

<u>Name</u>	<u>Position</u>	<u>Employee Type</u>	<u>Fund Type</u>	<u>Benefit Type</u>	<u>Benefit %</u>	<u>Cost of Benefit</u>	<u>Cost</u>
Amy Oliver (7/17/21 to present)	Domestic Violence Deputy Prosecuting Attorney	Full-time	Grant	FICA (Social Security & Medicare)	44.7857%	6772.34	\$3,033.04
Rebecca Helmer (1/1/23 to present)	Sex Crimes Deputy Prosecuting Attorney	Full-time	Grant	FICA (Social Security & Medicare)	44.7857%	6772.34	\$3,033.04
Amy Oliver (7/17/21 to present)	Domestic Violence Deputy Prosecuting Attorney	Full-time	Grant	Retirement	44.7857%	12570.88	\$5,629.96
Rebecca Helmer (1/1/23 to present)	Sex Crimes Deputy Prosecuting Attorney	Full-time	Grant	Retirement	44.787%	12570.88	\$5,629.96
							\$17,326.00

2023 STOP Violence Against Women Formula Grant (STOP)

Organization: Monroe County Prosecutor's Office

STOP-2023-00004

Version Date: 10/17/2023 14:58:30

Program Income

1. Will your program generate income?

Yes

No

2. What is the estimated amount of Program Income?

3. Describe how your program will generate income.

4. What will the Program Income be used for?

10/17/2023

2023 STOP Violence Against Women Formula Grant (STOP)

Organization: Monroe County Prosecutor's Office

STOP-2023-00004

Version Date: 10/17/2023 14:58:30

Budget Summary

TOTAL BUDGET BY CATEGORY

<u>Budget Category</u>	<u>Amount</u>
Personnel	\$139,409.48
Employee Benefits	\$17,326.00
Travel (Including Training)	\$0
Equipment	\$0
Supplies & Operating Expenses	\$0
Consultants and Contractors	\$0
Total	\$156,735.48

TOTAL BUDGET BY FUND SOURCE

<u>Fund Source</u>	<u>Amount</u>	<u>Percent</u>
Grant	\$117,553.30	75.00%
Match	\$39,182.18	25.00%
Total	\$156,735.48	100.00%

PROGRAM INCOME

Program Income	
Approved Award Amount:	\$117,553.30

Program/Grant Manager: Deirdre Westrate

10/17/2023

Exhibit C
Award Conditions
STOP Formula Grant Program

The STOP (Services, Training, Officers, Prosecutors) Violence Against Women Formula Grant Program (STOP Formula Grant Program) was authorized by the Violence Against Women Act (VAWA) of 1994 and reauthorized by subsequent legislation. The STOP Formula Grant Program encourages partnerships between law enforcement, prosecution, courts, and victim services organizations to enhance victim safety and hold offenders accountable in cases of domestic violence, dating violence, sexual assault, and stalking. The goal of the grant program is to develop and strengthen law enforcement, prosecution, and court strategies to combat violence against women and to develop and strengthen victim services, including community-based, culturally specific services, in cases involving domestic violence, dating violence, sexual assault, and stalking.

Because a U.S. Department of Justice (DOJ) award – that is, a grant or cooperative agreement awarded by the Office of Justice Programs (OJP), Office on Violence Against Women (OVW), or the Community Oriented Policing Services (COPS) Office – is a form of “federal financial assistance,” the recipient of a DOJ award (and any “subrecipient” at any tier) must comply with additional civil-rights-related requirements above and beyond those that otherwise would apply. In general, these additional civil rights requirements fall into one of two categories:

- *Civil rights laws* (sometimes referred to as “cross-cutting” federal civil rights statutes). These apply to essentially any entity that receives an award of federal financial assistance – regardless of which federal agency awards the grant or cooperative agreement – and encompass the “program or activity” funded in whole or in part with the federal financial assistance.
- *Nondiscrimination provisions*. These are requirements or restrictions that apply to certain DOJ awards – in addition to civil rights laws – because they are set out in a statute that applies specifically to one or more particular DOJ grant programs, or to DOJ awards made under a particular legal authority. Much like the civil rights laws, these provisions may apply variously to the programs, activity, or undertaking funded in whole or in part by DOJ.

Civil Rights Compliance

As a condition for receiving funding from OVW, recipients must comply with applicable federal civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Department of Justice (DOJ) regulation for the Equal Treatment of Faith-Based Organizations. Depending on the funding source, a recipient must also comply with the nondiscrimination provisions within the applicable program statutes, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (“the Omnibus Crime Control and Safe Streets Act”). Collectively, these federal laws prohibit a recipient of OVW funding from discriminating either in employment (subject to the exemption for certain faith-based organizations discussed below) or in the delivery of services or benefits on the basis of race, color, national origin, sex, religion, or disability. In addition, recipients of OVW funding may not discriminate on the basis of age in the delivery of services or benefits.

Compliance with Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of national origin in the delivery of services or benefits, entails taking reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to their programs and activities.

An LEP person is one whose first language is not English and who has a limited ability to read, write, speak, or understand English. To assist recipients in meeting their obligation to serve LEP persons, DOJ has published a number of resources, including a language access assessment and planning tool, which are available at <https://www.lep.gov/>. Additional resources are available at <https://www.ojp.gov/program/civil-rights-office/limited-english-proficient-lep>. Under OVW's grant program solicitations, applicants also must include within their program budgets the costs for providing interpretation and translation services to eligible LEP persons or explain how language access will be provided if grant funds are not needed for this purpose.

Similarly, recipients are responsible for ensuring that their programs and activities are readily accessible to qualified individuals with disabilities. Applicants for OVW funding must allocate grant funds or explain how other available resources will be used to support activities that help to ensure meaningful and full access to their programs. For example, grant funds can be used to support American Sign Language (ASL) interpreter services or the purchase of adaptive equipment. For resources, see www.ADA.gov or contact OVW.

For technical assistance on complying with the civil rights laws linked to the receipt of federal financial assistance from OVW, please contact:

Office of Justice Programs
Office for Civil Rights
810 7th Street NW
Washington, DC 20531
202-307-0690
Fax: 202-616-9865
TTY: 202-307-2027

Section 601 of Title VI of the Civil Rights Act of 1964 (codified at 42 U.S.C. 2000d)

- Statutory provision: No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
- DOJ implementing regulation: Subparts C and D of 28 C.F.R. Part 42.

Section 504 of the Rehabilitation Act of 1973 (codified at 29 U.S.C. 794)

- Statutory provision: No otherwise qualified individual with a disability in the United States, as defined in [29 U.S.C. 705(20)], shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance[.]
- DOJ implementing regulation: Subpart G of 28 C.F.R. Part 42.

➤ **Section 901 of Title IX of the Education Amendments of 1972 (codified at 20 U.S.C. 1681)**

- Statutory provision: No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

- DOJ implementing regulations: Subpart D of 28 C.F.R. Part 42; 28 C.F.R. Part 54.
- **Section 303 of the Age Discrimination Act of 1975** (codified at 42 U.S.C. 6102)
 - Statutory provision: [N]o person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity receiving Federal financial assistance.
 - DOJ implementing regulation: Subpart I of 28 C.F.R. Part 42.

Nondiscrimination Provisions

Violence Against Women Act (VAWA) Non-Discrimination Provision

The Violence Against Women Act (VAWA), as amended, prohibits OVW grantees from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW (34 U.S.C. § 12291(b)(13)). Grantees may provide sex-segregated or sex-specific programming if doing so is necessary to the essential operation of a program, so long as the Grantee provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. For more information about how DOJ interprets the non-discrimination provision in VAWA, see *Frequently Asked Questions on the Non-Discrimination Grant Condition in the Violence Against Women Act of 2013*.

- By law, any award administered by OVW is made subject to a grant condition that prohibits discrimination on the basis of actual or perceived race, color, national origin, sex, religion, disability, sexual orientation, and gender identity in programs or activities, both in employment and in the delivery of services or benefits in any program or activity funded, in whole or in part, with funds appropriated to OVW, or appropriated pursuant to certain statutes that focus on violence against women.
- The required grant condition includes a limited exception for sex-specific programming, as well as a rule of construction to the effect that nothing in the condition diminishes other legal responsibilities and liabilities related to civil rights.
- For purposes of this condition, "gender identity" means actual or perceived gender-related characteristics.

Section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (codified at 34 U.S.C. 10228(c); see also 34 U.S.C. 11182(b))

- Statutory provision: No person in any State shall on the ground of race, color, religion, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under or denied employment in connection with any programs or activity funded in whole or in part with funds made available under this chapter.
- DOJ implementing regulation: Subpart D of 28 C.F.R. Part 42.

- An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEOP (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).
 - **Meeting the EEOP Requirement.** An EEOP is a comprehensive document that analyzes a recipient's relevant labor market data, as well as the recipient's employment practices, to identify possible barriers to the participation of women and minorities in all levels of a recipient's workforce. As a recipient of DOJ funding, you may be required to submit an EEOP Certification Report or an EEOP Utilization Report to the OCR. For more information on whether your organization is subject to the EEOP requirements, see visit <https://ojp.gov/about/ocr/eeop.htm>. If you have questions, please visit the [EEOP FAQ](#) page to determine what constitutes an EEOP program or other related reporting requirements. Additionally, if you have IT or system related problems, such as trouble setting up your password or login issues refer to the [Entity Management Training Guide](#). If you have problems navigating the system, please refer to the previously listed EEOP webpage. If you still require assistance, please call the EEOP Service Desk at 202-307-0627 and leave a detailed message, or email EEOPITSupport@usdoj.gov. If you still require assistance, please call the Office for Civil Rights at 202-616-1771 and leave a detailed message, or email EEOPForms@usdoj.gov.
 - **Meeting the Requirement to Submit Findings of Discrimination.** If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.
 - **Using Arrest and Conviction Records in Making Employment Decisions.** In June 2013, the Office for Civil Rights (OCR) issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See "Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's *Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964*, available at https://www.ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of this guidance, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOPs).

Section 1407(e) of the Victims of Crime Act of 1984 (codified at 34 U.S.C. 20110(e))

- Statutory provision: No person shall on the ground of race, color, religion, national origin, handicap, or sex be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in connection with, any undertaking funded in whole or in part with sums made available under this subchapter.
- DOJ implementing regulation: Subpart B of 28 C.F.R. Part 94.

Equal Treatment for Faith-Based Organizations

A DOJ regulation (28 C.F.R. Part 38) provides that faith-based or religious organizations are able to participate in DOJ-funded programs on an equal basis with other organizations. In addition, recipients, and any subrecipients at any tier, must comply with all applicable requirements of Part 38, which, among other things, prohibits specific forms of discrimination on the basis of religion, religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipients and subrecipients that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations. For more information, see <https://www.ojp.gov/program/civil-rights/partnerships-faith-based-and-other-neighborhood-organizations>.

Additional Award Requirements

Confidentiality and Privacy Protections

By statute, OVW recipients and their subrecipients are prohibited from disclosing, revealing, or releasing personally identifying information or individual information collected in connection with services requested, utilized, or denied through recipients' and subrecipients' programs, regardless of whether the information has been encoded, encrypted, hashed, or otherwise protected (34 U.S.C. § 12291(b)(2)).

The statute permits disclosure when the victim provides informed, written, and reasonably time-limited consent to the release or when a statute or a court compels that the information be released. Where there is a statutory or court mandate to release information, recipients and subrecipients must make reasonable attempts to provide notice to victims affected by the disclosure of information. They must also take necessary steps to protect the privacy and safety of the persons affected by the release of the information (34 U.S.C. § 12291(b)(2)(C)).

A parent or guardian may consent to disclosure regarding an unemancipated minor or legally incapacitated person; however, an abuser of a minor, of the minor's other parent, or of the legally incapacitated person is prohibited from giving consent to the disclosure. If a minor or a person with a legally appointed guardian is permitted by law to receive services without the parent's or guardian's consent, the minor or person with a guardian may release information without additional consent (34 U.S.C. § 12291(b)(2)(B)(ii)).

Grantees and subgrantees must document their compliance with these requirements (34 U.S.C. § 12291(b)(2)(G)), and applicants for OVW funding must acknowledge that they have received notice of these statutory requirements, including the requirement to document compliance. The acknowledgement form is available on the OVW website at http://www.justice.gov/sites/default/files/ovw/pages/attachments/2015/01/20/confidentiality_acknowledgment_form_42015.pdf.

In addition, Grantees and subgrantees may share aggregate information regarding their services and demographics of victims for certain purposes, if this information does not identify specific individuals or reveal personally identifying information. They may share such aggregate information with appropriate agencies to comply with federal, state, tribal, or territorial reporting, evaluation, and data collection requirements. For protection order enforcement purposes, they may also share court- and law enforcement-generated information contained in secure, governmental registries. Moreover, they may share law enforcement- and prosecution-generated information necessary for law enforcement and prosecution purposes (34 U.S.C. § 12291(b)(2)(D)).

Anti-Lobbying Act

The Anti-Lobbying Act (18 U.S.C. § 1913), along with VAWA, as amended (34 U.S.C. § 12291(b)(10)), prohibits the use of federal funds, either directly or indirectly, in support of the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. These anti-lobbying restrictions are enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 per each individual occurrence of lobbying activity.

Pursuant to 34 U.S.C. § 12291(b)(3), however, OVW recipients and subrecipients may collaborate with or provide information to federal, state, local, tribal, and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291(a)), when consistent with the activities otherwise authorized under the applicable grant program. In addition, some OVW program statutes contain purpose areas for developing and promoting legislation and policies that promote best practices for responding to domestic violence, dating violence, sexual assault, and stalking.

Another federal law (31 U.S.C. § 1352) generally prohibits federal funds awarded by OVW from being used to pay any person to influence (or attempt to influence) a federal agency, a member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

Audit Reporting Requirements

Any non-federal entity that expends \$750,000 or more during the non-federal entity's fiscal year in federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of 2 C.F.R. Part 200, Subpart F- Audit Requirements. This audit report must be submitted to the Federal Audit Clearinghouse within nine months after the close of the fiscal year during the term of the award.

National Environmental Policy Act

All OVW awards are subject to the National Environmental Policy Act (NEPA) and other related federal laws, if applicable (42 U.S.C. § 4321 et seq.). DOJ has established procedures to implement NEPA (28 C.F.R. Part 61). The regulations state that "all federal agencies are required to give appropriate consideration to the environmental effects of their proposed actions in their decision-making and to prepare detailed environmental statements on . . . major federal actions significantly affecting the quality of the human environment" (28 C.F.R. § 61.1(a)). Under the regulations, DOJ, among other things, is required to "consider from the earliest possible point in the process all relevant environmental documents in evaluating proposals for Department action" (28 C.F.R. § 61.6(a)).

OVW has responsibility to ensure compliance with NEPA and 28 C.F.R. Part 61, including Appendix D to Part 61. For many projects that are funded by OVW, NEPA may have no applicability. However, if OVW funds will be used, for example, to pay for renovation projects, programs involving the use of chemicals, or any other activity, including research and technology development, that may have an effect on the environment, at a minimum, the funding recipient must provide a full description of proposed project activities to OVW. Prior to allowing a recipient to spend OVW funds for such a project, OVW must make a finding that the project does not significantly affect the human environment and that further environmental assessment is not necessary.

Non-Supplanting of State and Local Funds

Recipients must use federal funds to supplement existing funds program activities and may not replace (supplant) nonfederal funds that have been appropriated for the same purpose.

Potential supplanting will be the subject of monitoring and an audit. Violations can result in a range of penalties, including suspension of current and future OVW funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

Award Conditions

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the Grantee that relate to conduct during the period of performance.

Failure to comply with any one or more of these award requirements – whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period – may result in the Office on Violence Against Women (“OVW”) taking appropriate action with respect to the recipient and the award. Among other things, the OVW may withhold award funds, disallow costs, or suspend or terminate the award. OVW also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide

The recipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the “Part 200 Uniform Requirements”), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The recipient also agrees that all financial reports pertinent to the award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three (3) years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.334, 200.337.

3. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the Grantee must promptly notify OVW in writing of the potential duplication, and, if so requested by OVW, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

4. Requirements related to System for Award Management and unique entity identifiers

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM.

The recipient also must comply with applicable restrictions on subawards (“subgrants”) to first-tier subrecipients (first-tier “subgrantees”), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier assigned by SAM.

The details of the recipient’s obligations related to SAM and to unique entity identifiers are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: System for Award Management (SAM) and unique entity identifiers), and are incorporated by reference here.

5. Employment eligibility verification for hiring under the award

The recipient must ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. § 1324a(a)(1) and (2).

6. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any subrecipient at any tier) must have written procedures in place to respond in the event of an actual or imminent “breach” (as defined in OMB M-17-12) if it (or a subrecipient): (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.1) within the scope of an OVW grant-funded program or activity, or (2) uses or operates a Federal information system (as defined in OMB Circular A-130). The recipient’s breach procedures must include a requirement to report actual or imminent

breach of PII to an OVW Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

7. Unreasonable restrictions on competition under the award; association with federal government

All procurement transactions of property or services under a federal award shall be conducted in accordance in compliance with 2 C.F.R. 200.319 and 2 C.F.R. 200.320.

8. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OVW authority to terminate award)

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of the recipients, subrecipients (“subgrantees”), or individuals defined (for purposes of this condition) as “employees” of the recipient or of any subrecipient.

The details of the recipient’s obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)), and are incorporated by reference here.

9. Determination of suitability to interact with participating minors

This condition applies to this award if it is indicated in the application for the award (as approved by DOJ) (or in the application for any subaward at any tier), the DOJ funding announcement (solicitation), or any associated federal statute, that a purpose of some or all of the activities to be carried out under the award (whether by the recipient or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual’s employment status. The details of this requirement are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

10. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval, and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the OVW website at <https://justice.gov/ovw/conference-planning>.

11. OVW Training Guiding Principles

The grantee understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guide Principles for Grantees and Subgrantees available at: <https://www.justice.gov/ovw/resources-and-faqs-grantees#Discretionary>.

12. Effect of failure to address audit issues

The recipient understands and agrees that the OVW may withhold award funds, or may impose other related requirements, if (as determined by OVW) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

13. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by OVW during the period of performance for this award if the recipient is designated as “high-risk” for purposes of the DOJ high-risk grantee list.

14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 42

The recipient, and any subrecipient (“subgrantee”) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

15. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination -- 28 C.F.R. Part 38

The recipient, and any subrecipient (“subgrantee”) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient (“subgrantee”) organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

16. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 54

The recipient, and any subrecipient (“subgrantee”) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain “education programs.”

17. Restrictions on “lobbying” and policy development

In general, as a matter of federal law, federal funds may not be used by the recipient either directly or indirectly, in support of the enactment, repeal, modification, or adoption of any law, regulation, or policy at any level of government, in order to avoid violation of 18 U.S.C. § 1913. The recipient, or any subrecipient (“subgrantee”) may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state and local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by the recipient to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

18. Compliance with general appropriations-law restrictions on the use of federal funds for this fiscal year

The recipient, and any subrecipient (“subgrantee”) at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.justice.gov/ovw/award-conditions> (Award Condition: General Appropriations – law restrictions on use of federal award funds), and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

19. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient and any subrecipients (“subgrantees”) must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award – (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by – (1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select “Submit Report Online”); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9831 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

20. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient (“subgrantee”) under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient –

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards (“subgrants”), procurement contracts, or both—

a. it represents that –

(1) it has determined that no other entity that the recipient’s application proposes may or will receive award funds (whether through a subaward (“subgrant”), procurement contract, or subcontracted under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by the entity, will provide prompt written notification to the federal agency making this

award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

21. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact OVW for guidance.

22. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipient ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

23. Requirement to disclose whether recipient is designated high risk by a federal grant-making agency outside of DOJ

If the recipient is designated high risk by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OVW by email to OVW.GFMD@usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: (1) the federal awarding agency that currently designates the recipient high risk; (2) the date the recipient was designated high risk; (3) the high-risk point of contact at that federal awarding agency (name, phone number, and email address); and (4) the reasons for the high-risk status, as set out by the federal awarding agency.

24. Availability of general terms and conditions on OVW website

The recipient agrees to follow the applicable set of general terms and conditions that are available at <https://www.justice.gov/ovw/award-conditions>. These do not supersede any specific conditions in this award document.

25. Compliance with statutory and regulatory requirements

The recipient agrees to comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Violence Against Women and Department of

Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. §§ 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

26. Compliance with solicitation requirements

The recipient agrees that it must be in compliance with requirements outlined in the solicitation under which the approved award was submitted, the applicable Solicitation Companion Guide, and any program-specific frequently asked questions (FAQs) on the OVW website (<https://www.justice.gov/ovw/resources-and-faqs-grantees>). The program solicitation, Companion Guide, and any program-specific FAQs are hereby incorporated by reference.

27. VAWA 2013 nondiscrimination condition

The recipient acknowledges that 34 U.S.C. § 12291(b)(13) prohibits recipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary to the essential operations of the program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. The recipient agrees that it will comply with this provision. The recipient also agrees to ensure that any subrecipients ("subgrantees") at any tier will comply with this provision.

28. Misuse of award funds

The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension and debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

29. Limitation on use of funds to approved activities

The recipient agrees that grant funds will only be used for the purposes described in the recipient's application, unless OVW determines that any of these activities are out of scope or unallowable. The recipient must not undertake any work or activities that are not described in the recipient's application, award documents or approved budget, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval, via a Project Modification Request (PMR) from ICJI.

30. Non-supplantation

The recipient agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

31. Confidentiality and information sharing

The recipient agrees to comply with the provisions of 34 U.S.C. § 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The recipient also agrees to comply with the regulations implementing this provision at 28 CFR 90.4(b) and "Frequently Asked Questions (FAQs) on the VAWA Confidentiality Provision (34 U.S.C. § 12291(b)(2))" on the OVW

website at <https://www.justice.gov/ovw/resources-and-faqs-grantees>. The recipient also agrees to ensure that all subrecipients ("subgrantees") at any tier meet these requirements.

32. Activities that compromise victim safety and recovery or undermine offender accountability

The recipient agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the solicitation or companion guide under which the application was submitted.

33. Policy for response to workplace-related incidents of sexual misconduct, domestic violence, and dating violence

The recipient, and any subrecipient at any tier, must have a policy, or issue a policy within 270 days of the award date, to address workplace-related incidents of sexual misconduct, domestic violence, and dating violence involving an employee, volunteer, consultant, or contractor. The details of this requirement are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence), and are incorporated by reference here.

34. Termination or suspension for cause

The Director of OVW or ICJI, upon a finding that there (1) has been substantial failure by the recipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant solicitation; (2) has been failure by the recipient to make satisfactory progress towards the goals; or (3) have been project changes proposed or implemented by the recipient to the extent that, if originally submitted, the application would not have been selected for funding, will terminate or suspend until the Director is satisfied that there is no longer such failure or changes, all or part of the award, in accordance with the provisions of 28 C.F.R. Part 18, as applicable mutatis mutandis. The federal regulation providing uniform rules for termination of grants and cooperative agreements is 2 C.F.R. 200.340.

35. Performance progress reports and final report submission

The recipient agrees to provide ICJI with specific information regarding this award. The recipient agrees to submit progress reports that include: a) an assessment of whether stated goals and objectives were achieved; b) information on the effectiveness of the activities carried out with grant funds, including the number of persons served and the number of persons seeking services who could not be served; c) information on each subaward made (if applicable); and d) any other information as ICJI may prescribe or request.

A final report is due thirty (30) days after the end of the project period. This report must be submitted to ICJI via IntelliGrants unless otherwise instructed by ICJI.

36. Financial status reports

The recipient agrees that will submit financial reports to ICJI via IntelliGrants. The final fiscal report shall be submitted no more than thirty (30) days following the end of the award period.

37. Subrecipient program income

The recipient understands and agrees that it has responsibility for approval of program income earned by subrecipients. Program income, as defined by 2 C.F.R. 200.1, means gross income earned by the non-federal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of performance. Without prior approval, program income must be deducted from total allowable costs to determine the net allowable costs. In order to add program income to a subaward, subrecipients must seek approval from the recipient prior to generating any program income. Any program income added to the subaward must be used to support activities that were approved in the budget and follow the conditions of the subaward agreement. Any program income approved by the ICJI must be reported by the subrecipient to ICJI so that it is reported on the quarterly Federal Financial Report (SF-425) in accordance with the addition alternative. If the program income amount changes (increases or decreases) during the project period, the recipient must provide approval by the end of the project period. Failure to comply with these requirements may report in audit findings for both the recipient and the subrecipient.

38. Subrecipient product monitoring

The recipient agrees to monitor subrecipients to ensure that materials and products (written, visual, or sound) developed with OVW formula grant program funding fall within the scope of the grant program and do not compromise victim safety.

39. Publication disclaimer

The recipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from award activities shall contain the following statement: "This project was supported by Grant No. 15JOVW-23-GG-00573-STOP awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Justice." The recipient also agrees to ensure that any subrecipient at any tier will comply with this condition.

40. Publications disclaimer for STOP Formula subrecipients

The recipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from subaward activities shall contain the following statement: "This project was supported by Subgrant No. _____ awarded by the state administering office for the Office of Violence Against Women, U.S. Department of Justice's STOP Formula Grant Program. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the state or the U.S. Department of Justice."

41. Copyrighted works

Pursuant to 2 C.F.R. 200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free,

nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or to otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a recipient of this award, for federal purposes, and to authorize others to do so.

In addition, the recipient (or subrecipient, contractor, or subcontractor of this award at any tier) must obtain advance written approval from the OVW program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the recipient (any of each subrecipient, contractor, or subcontractor as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

42. Consultant compensation rates

The recipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, recipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, recipients are required to maintain documentation to support all daily or hourly consultant.

43. Required SAM reporting

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OVW award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OVW awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system. The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings within SAM are posted on the OVW website at: <https://www.justice.gov/ovw/award-conditions> (Award Condition: Recipient Integrity and Performance Matters, including Recipient Reporting in SAM), and are incorporated by reference here.

44. Prohibition on use of administrative funds for lobbying

The recipient agrees that no amount of the 10 percent administrative funds of this grant will be used for dues or membership fees to an organization conducting any type of lobbying, including advocating with government agencies for policy change.

45. Ongoing compliance with statutory certifications

The recipient agrees that compliance with the statutory certification requirements is an ongoing responsibility during the award period and that, at a minimum, a hold may be placed on the recipient's

funds for noncompliance with any of the requirements of 34 U.S.C. § 10449 (regarding rape exam payments), 34 U.S.C. § 10449(e) (regarding judicial notification), 34 U.S.C. § 10450 (regarding certain fees and costs), and 34 U.S.C. § 10451 (regarding polygraphing of sexual assault victims),), and 34 U.S.C. 10454 (regarding victim-centered prosecution), and 34 U.S.C. 10446(d)(6) (regarding award conditions). Non-compliance with any of the foregoing may also result in termination or suspension of the grant or other remedial measures, in accordance with applicable laws and regulations.

46. Match requirement

The recipient agrees that the federal share of a grant made under the STOP Formula Program may not exceed 75 percent of the total costs of the total projects described in the application, including administrative costs. The recipient also agrees to the following:

- 1) The costs of projects awarded to victim service providers (non-profit organizations or governmental rape crisis centers not in territories) for the purpose of providing victim services, and the cost of projects for tribes, do not count toward the total cost of the projects in calculating the match.
- 2) Victim service providers receiving STOP subgrants will not be required by the state to provide matching dollars.
- 3) The recipient will verify that victim service providers that are nonprofit organizations are organizations that are described in section 501(c)(3) of the Internal Revenue Code of 1986 and are exempt from taxation under section 501(a) of that Code.
- 4) The recipient will provide no less than 25 percent matching funds for subgrants awarded to victim service providers under any allocation other than victim services unless granted a waiver or partial waiver by OVW.

47. Limitation of use of funds for awareness and public education

The recipient agrees that no more than 5 percent of its award may be used to conduct public awareness or community education campaigns or related activities to broadly address domestic violence, dating violence, sexual assault, or stalking. Grant funds may be used without limit to support, inform, and provide outreach about available services.

48. Requirements for recipients and subrecipients providing legal assistance

The recipient agrees that the legal assistance eligibility requirements, as set forth below, are a continuing obligation on the part of the recipient. The legal assistance eligibility requirements are: (1) any person providing legal assistance through a program funded under this grant program (A)(i) is a licensed attorney or is working under the direct supervision of a licensed attorney, (ii) in immigration proceedings, is a Board of Immigration Appeals accredited representative, (iii) in Veterans' Administration claims, is an accredited representative, or (iv) is any person who functions as an attorney or lay advocate in tribal court; and (B)(i) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population; or (ii) (I) is partnered with an entity or person that has demonstrated expertise described in clause (i) and (II) has completed or will complete training in connection with domestic violence, dating violence, stalking, or sexual assault and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide; (2) any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a tribal, state, territorial, local, or culturally specific domestic violence, dating violence, sexual assault,

or stalking victim service provider or coalition, as well as appropriate tribal, state, territorial, and local law enforcement officials; (3) any person or organization providing legal assistance through this grant program has informed and will continue to inform state, local, territorial, or tribal domestic violence, dating violence, stalking, or sexual assault programs and coalitions, as well as appropriate state and local law enforcement officials of their work; and (4) the recipient's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, dating violence, domestic violence, stalking, or child sexual abuse is an issue. The recipient also agrees to ensure that any subrecipient (subgrantee) at any tier will comply with this condition.

49. FFATA reporting subawards and executive compensation

The recipient agrees to comply with applicable requirements to report first-tier subawards (subgrants) of \$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the Federal Funding Accountability and Transparency Act of 2006 (FFATA) Subaward Reporting System (FSRS). The details of recipient obligations, which derive from FFATA, are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

Annual Financial Report for Non-governmental Entities

Guidelines for filing the annual financial report:

- 1) Filing an annual financial report called an Entity Annual Report (E-1) is required by IC 5-11-1-4. This is done through Gateway which is an on-line electronic submission process.
 - a. There is no filing fee to do this.
 - b. This is in addition to the similarly titled Business Entity Report required by the Indiana Secretary of State.
 - c. The E-1 electronic submission site is found at <https://gateway.ifionline.org/login.aspx>
 - d. The Gateway User Guide is found at <https://gateway.ifionline.org/userguides/E1guide>
 - e. The State Board of Accounts may request documentation to support the information presented on the E-1.
 - f. Login credentials for filing the E-1 and-additional information can be obtained using the notforprofit@sboa.in.gov email address.
- 2) A tutorial on completing Form E-1 online is available at https://www.youtube.com/watch?time_continue=87&v=nPpqtPcdUcs
- 3) Based on the level of government financial assistance received, an audit may be required by IC 5-11-1-9.

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: **HEALTH** MEETING DATE REQUESTED (*Tentative*): **02/13/2024**
Request Presenter(s): **LORI KELLEY** Phone: **812-349-2068**

Was the Council Liaison notified prior to submitting this Agenda Request: No

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: **FUTURES CLINIC**

Transfer of Funds

Category

Fund Name: _____

Fund to Fund

Fund Name A: _____

Fund Name B: _____

Salary Ordinance Amendment *Effective Date of Amendment:* _____

De-Appropriation of Account Lines
Fund Name: _____

Other (Specify) _____

Narrative: Give a **DETAILED SUMMARY** explanation for the request (*purpose, action needed, etc.*).

The Monroe County Health Department is requesting approval of an additional appropriation of earned income and Long Acting Reversible Contraception (LARC) reimbursement in Futures Clinic Fund 8126.

Per the guidelines of the Title X grant "4.5 Program income directly generated by a supported activity or earned as a result of this state award during the period of performance, except as provided on 45 CFR § 75.307(f) must be used for the purposes for which the award was made, and may only be used for allowable costs under the award. For the purpose of this Agreement, program income is defined as fees, premiums, and third-party reimbursements which the Project may reasonable expect to receive."

A total of \$1,456.32 of earned income from December insurance claims need to be appropriated. The department is requesting that the \$1,456.32 be appropriated to the account lines listed within this request. The department is also requesting \$2,453.10 from the LARC reimbursement be appropriated to account line 21112 LARC. LARC reimbursement is a separate reimbursement from TANF. This reimbursement is to help offset the cost of LARC supplies. Supporting documents for December have been included.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

REQUEST CREATION OF NEW ACCOUNT LINE(S) AND/OR ADDITIONAL APPROPRIATION(S)

Council recommends making ANY In-House and/or Category Transfers PRIOR to requesting additional appropriations.

DEPARTMENT: HEALTH MEETING DATE REQUESTED *(Tentative)*: 2/13/2024

Fund Name: FUTURES CLINIC

Fund Number: 8126 Location Number: 9624

<u>Account Number</u>	<u>Account Description</u>	<u>Amount Requested</u>
17801	Part-Time	\$235.94
21050	Medical Supplies	\$600.00
21112	LARC	\$2453.10
25190	Medications	\$220.38
38110	Services&Charges	\$400.00
TOTAL REQUEST		3,909.42

Contact the Council Administrator (Ext. 2516) for new numbers and/or clarification on account numbers.

Staff will notify Department when the accounts/additional have been approved/updated.

Acct	Obj	Carry Forward Approp	Original Approp	Add'l Approp	Adj Approp	Total Approp	Expenditure	Unexpend Balance	Unexpend Pct
☐ Fund : 8126									
☐ Loc : 9624									
10071	00000	1,064.95	0.00	20,662.15	0.00	21,727.10	23,141.30	(1,414.20)	(6.51%)
10187	00000	200.60	0.00	8,861.00	0.00	9,061.60	10,261.30	(1,199.70)	(13.24%)
10188	00000	202.40	0.00	9,707.00	0.00	9,909.40	11,223.80	(1,314.40)	(13.26%)
17601	00000	200.00	0.00	200.00	0.00	400.00	0.00	400.00	100.00%
17801	00000	351.44	0.00	4,686.00	0.00	5,037.44	4,921.94	115.50	2.29%
18001	00000	2,000.00	0.00	11,000.00	0.00	13,000.00	9,000.00	4,000.00	30.77%
18101	00000	411.57	0.00	3,488.00	0.00	3,899.57	3,622.20	277.37	7.11%
18201	00000	201.80	0.00	5,564.00	0.00	5,765.80	6,336.92	(571.12)	(9.91%)
20001	00000	86.79	0.00	200.00	0.00	286.79	113.21	173.58	60.53%
20011	00000	165.00	0.00	165.00	0.00	330.00	0.00	330.00	100.00%
21050	00000	1,429.67	0.00	1,900.00	0.00	3,329.67	1,102.83	2,226.84	66.88%
21112	00000	279.04	0.00	6,169.06	0.00	6,448.10	6,178.68	269.42	4.18%
25190	00000	1,000.00	0.00	1,000.00	0.00	2,000.00	34.00	1,966.00	98.30%
38110	00000	89.50	0.00	12,195.00	0.00	12,284.50	12,105.50	179.00	1.46%
		7,682.76	0.00	85,797.21	0.00	93,479.97	88,041.68	5,438.29	5.82%
		7,682.76	0.00	85,797.21	0.00	93,479.97	88,041.68	5,438.29	5.82%
		7,682.76	0.00	85,797.21	0.00	93,479.97	88,041.68	5,438.29	5.82%

REPORT OF COLLECTIONS

For Period: 12/1/2023 to 12/31/2023

Monroe County Health Department



<u>Fee Description</u>	<u>Fund</u>	<u>Current Period Collections</u>	<u>Prior Periods Collections</u>	<u>Year-To-Date Collections</u>
Birth Certificate	01	\$5,312.00	\$78,604.00	\$83,916.00
Death Certificate	02	\$9,558.00	\$106,217.50	\$115,775.50
Genealogical Search	03	\$0.00	\$45.00	\$45.00
Real Estate On-Site Inspection	04	\$300.00	\$4,100.00	\$4,400.00
Septic Permit, Commercial	05	\$0.00	\$1,200.00	\$1,200.00
Septic Permit, Duplicate	05	\$0.00	\$0.00	\$0.00
Septic Permit, New	05	\$1,250.00	\$21,500.00	\$22,750.00
Septic Permit, Renewal	05	\$300.00	\$4,100.00	\$4,400.00
Septic Permit, Repair	05	\$600.00	\$8,700.00	\$9,300.00
Homeowner's Installer Certification	06	\$0.00	\$500.00	\$500.00
Septic Installer Certification	06	\$0.00	\$2,100.00	\$2,100.00
Well Pump Survey	07	\$0.00	\$0.00	\$0.00
Food Establishment - Partial Year, 01-05	08	\$0.00	\$330.00	\$330.00
Food Establishment - Partial Year, 06-10	08	\$0.00	\$495.00	\$495.00
Food Establishment - Partial Year, 11-20	08	\$0.00	\$0.00	\$0.00
Food Establishment - Partial Year, 21+	08	\$0.00	\$300.00	\$300.00
Food Service License, 01-05	08	\$82.50	\$43,642.50	\$43,725.00
Food Service License, 06-10	08	\$0.00	\$37,290.00	\$37,290.00
Food Service License, 11-20	08	\$0.00	\$36,135.00	\$36,135.00
Food Service License, 21+	08	\$0.00	\$45,300.00	\$45,300.00
Food Service License, Mobile	08	\$150.00	\$7,050.00	\$7,200.00
Food Service License, Multi-Market (1-3 Months)	08	\$0.00	\$0.00	\$0.00
Food Service License, Multi-Market (4-6 Months)	08	\$0.00	\$0.00	\$0.00
Food Service License, Push Cart	08	\$0.00	\$50.00	\$50.00
Food Service License, Seasonal (4 months or less)	08	\$150.00	\$1,350.00	\$1,500.00
Food Service License, Seasonal (9 months or less)	08	\$100.00	\$8,150.00	\$8,250.00
Food Service License, Seasonal (other)	08	\$0.00	\$0.00	\$0.00
Food Service License, Temporary	08	\$0.00	\$4,800.00	\$4,800.00
Food Service Plan Review, 01-05	08	\$577.50	\$9,900.00	\$10,477.50
Food Service Plan Review, 06-10	08	\$0.00	\$1,320.00	\$1,320.00
Food Service Plan Review, 11-20	08	\$0.00	\$1,980.00	\$1,980.00
Food Service Plan Review, 21+	08	\$0.00	\$2,505.00	\$2,505.00
Food Service Plan Review, Mobile	08	\$0.00	\$2,100.00	\$2,100.00
Food Service Plan Review, Ownership Change w/o Con	08	\$75.00	\$1,875.00	\$1,950.00
Food Service Plan Review, Prepackaged Food Only	08	\$0.00	\$0.00	\$0.00
Food Vending License	08	\$0.00	\$200.00	\$200.00
Late Fee - Food	08	\$0.00	\$0.00	\$0.00
Late Fee - Food Service License, 01-05	08	\$0.00	\$214.50	\$214.50
Late Fee - Food Service License, 06-10	08	\$0.00	\$198.00	\$198.00
Late Fee - Food Service License, 11-20	08	\$0.00	\$148.50	\$148.50
Late Fee - Food Service License, 21+	08	\$0.00	\$60.00	\$60.00
Redeposited Returned Check - Environmental	09	\$0.00	\$0.00	\$0.00
Redeposited Returned Check - Vital Records	09	\$0.00	\$368.00	\$368.00
Returned Unpaid Check - Environmental	09	\$0.00	\$0.00	\$0.00
Returned Unpaid Check - Vital Records	09	\$0.00	(\$384.00)	(\$384.00)
Beach Permit	10	\$0.00	\$75.00	\$75.00
Beach Permit, camp permit add-on	10	\$0.00	\$0.00	\$0.00
Late Fee - Beach	10	\$0.00	\$0.00	\$0.00
Late Fee - Pool/Spa Permit	10	\$0.00	\$375.00	\$375.00
Pool/Spa Permit, Seasonal	10	\$0.00	\$20,750.00	\$20,750.00
Pool/Spa Permit, Year Round	10	\$900.00	\$13,500.00	\$14,400.00
Campground Permit	11	\$0.00	\$960.00	\$960.00
Campground Permit (additional fee)	11	\$0.00	\$2,605.00	\$2,605.00
Returned Check Bank Fee - Environmental	12	\$0.00	\$0.00	\$0.00
Returned Check Bank Fee - Vital Records	12	\$0.00	(\$57.00)	(\$57.00)
Returned Check Fee - Environmental	12	\$0.00	\$38.00	\$38.00

Returned Check Fee- Vital Records	12	\$0.00	\$120.00	\$120.00
Late Fee - Waste	13	\$0.00	\$0.00	\$0.00
Solid Waste Facility Permit	13	\$0.00	\$450.00	\$450.00
Trash Hauler Permit	13	\$300.00	\$4,650.00	\$4,950.00
Large Sleeve	14	\$196.00	\$2,903.00	\$3,099.00
Small Sleeve	14	\$99.00	\$1,686.00	\$1,785.00
Notary	15	\$2.00	\$122.00	\$124.00
Affidavit, Paternity	17	\$0.00	\$1,961.00	\$1,961.00
Affidavit, Paternity (copy)	17	\$110.00	\$540.00	\$650.00
Affidavit, Paternity Upon Marriage	17	\$0.00	\$0.00	\$0.00
Photocopying Fees (EH)	18	\$0.00	\$0.50	\$0.50
Photocopying Fees (VR)	18	\$0.00	\$0.30	\$0.30
Home Birth Registration Fee	19	\$0.00	\$54.00	\$54.00
Affidavit, Amendent	20	\$53.00	\$318.00	\$371.00
Correction Notification	20	\$40.00	\$420.00	\$460.00
Total:		\$20,155.00	\$483,914.80	\$504,069.80

<u>Fee Description</u>	<u>Fund</u>	<u>Current Period Collections</u>	<u>Prior Periods Collections</u>	<u>Year-To-Date Collections</u>
Futures Family Planning Clinic	Futures	\$0.00	\$33,728.72	\$33,728.72
Futures Family Planning Clinic TANF (Apr-Sept)	Futures	\$0.00	\$5,481.96	\$5,481.96
Futures Family Planning Clinic Title X (Oct-Mar)	Futures	\$1,456.32	\$11,610.51	\$13,066.83

<u>Splits</u>	<u>Fund</u>	<u>Current Period Amount</u>	<u>Prior Periods Amount</u>	<u>Year-To-Date Amount</u>
Coroner Fee	02	\$1,770.00	\$18,374.50	\$20,144.50
Splits Total:		\$1,770.00	\$18,374.50	\$20,144.50

I hereby certify that the forgoing is a true and correct report of collections due the above named governmental unit for the period shown.

4th January 2024
 Dated this day of year Director 

This is not to be used as a receipt. The official to whom the report is made must issue an official receipt for the collections remitted.

**Indiana Family Health Council
AUTHORIZATION FOR LARC REIMBURSEMENTS**

Name of Agency: MCHD Futures Family Planning Clinic

Delivery Address: 119 W 7th St; Bloomington, IN 47404

Inventory of LARCs currently at this clinic site on date: _____

Paragards: 3 # Mirenas: 4 # Skylas: _____

Lilettas: _____ # Nexplanons: 1 # Kyleenas: _____

Current number of LARCs scheduled to be placed with clients in the next 30 days:

of IUD LARCs: 1 Expiration Date: _____

of Implant LARCs: 2 Expiration Date: _____

LARC Purchase Request:

<i>Type of LARC</i>	<i>Number Requested</i>		<i>IFHC's 340B Reimbursement Price</i>		<i>Total for Specific LARCs</i>
Paragards	<u>2</u>	@ \$	<u>249.00</u>	= \$	<u>498</u> <u>249</u>
Mirenas	<u>1</u>	@ \$	<u>249.00</u>	= \$	<u>249</u>
Skylas	_____	@ \$	<u>249.00</u>	= \$	_____
Lilettas	_____	@ \$	<u>100.00</u>	= \$	_____
Nexplanons	<u>5</u>	@ \$	<u>391.02*</u>	= \$	<u>1955.01</u> <u>\$1955.10</u>
Kyleenas	_____	@ \$	<u>249.00</u>	= \$	_____
TOTAL PURCHASE OF LARCs REQUESTED					\$ <u>2702.01</u> <u>\$2453.10</u>

* Nexplanon price based on original \$399.00 price less the Early Pay Discount

In case we have questions, please list contact person:

Name: Evan Theis

Phone: (812) 349-7343

Handwritten signature and date: 12/17

Email LARC Authorization Request as an Attachment to:

Debra Stoehr
(317) 247-9151 ext. 2
debra.stoehr@ifhc.org

IFHC Authorization _____
Date _____

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Health MEETING DATE REQUESTED (Tentative): 02/13/2024
Request Presenter(s): Lori Kelley Phone: 812-349-2068

Was the Council Liaison notified prior to submitting this Agenda Request: No

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: [Redacted]

Transfer of Funds

Category

Fund Name: Health Fund

Fund to Fund

Fund Name A: [Redacted]

Fund Name B: [Redacted]

Salary Ordinance Amendment Effective Date of Amendment: 03/12/2024

De-Appropriation of Account Lines
Fund Name: [Redacted]

Other (Specify) Request to move Financial Manager position to 40 hours

Narrative: Give a DETAILED SUMMARY explanation for the request (purpose, action needed, etc.).

The Health Administrator is requesting to move the Financial Manager position from 35 to 40 hours, with a retroactive date effective January 1, 2024. On September 28, 2023, the Board of Health voted to recommend moving the Financial Manager position from 35 to 40 hours. The Health Administrator previously submitted a Council Agenda Request for November 14, 2023 for this request but was asked to pull the request until the position was reviewed by WIS.

Given the grant management this position is responsible for, along with other financial duties including processing payroll, claims, internal auditing and reconciliations, the work load easily exceeds over 35 hours in a week. If approved, in-house transfers from the department's part-time line will be completed.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

ESTIMATED COMPENSATION FISCAL IMPACT

Calendar Year: 2024

ACCOUNT LINES

FT Insurance:	\$12,316	18001
FICA:	7.65%	18101
PERF:	14.20%	18201
Longevity:	Varies	17601

Department: Health Department
 Account Line: 1159-10067-0000
 Position Title: Financial Manager
 FLSA Status: Non-Exempt

Current Weekly Hours:	35	40		Remaining Payroll Claims 25
Hourly Base Rate:	\$27.44 Current	\$27.44 REQUESTED	RETRO	EFFECTIVE DATE 1/1/2024
Classification:	PAT B	PAT B	TOTAL YEAR	PROPOSED
Step Level:	1-Year	1-Year	FISCAL IMPACT	FISCAL IMPACT
Salary:	\$ 49,941.00	\$ 57,076.00	\$ 7,135.00	\$ 6,861.00
Insurance:	\$ 12,316.00	\$ 12,316.00	\$ -	\$ 525.00
FICA:	\$ 3,821.00	\$ 4,367.00	\$ 546.00	\$ 975.00
PERF:	\$ 7,092.00	\$ 8,105.00	\$ 1,013.00	\$ -
Longevity:	\$400.00	\$400.00	\$ -	\$ -
TOTALS	\$ 73,570.00	\$ 82,264.00	\$ 8,694.00	\$ 8,361.00 Fiscal Impact

The above fiscal impact total is based on a full year of service. The final amount will be prorated pending **Effective Date** of change.

Payroll Change Effective Date Precedent: Pay period that corresponds with the Council's approval to amend.

Current Weekly Hours:	35	40		Remaining Payroll Claims 22
Hourly Base Rate:	\$27.44 Current	\$27.44 REQUESTED	PRECEDENT	EFFECTIVE DATE 2/11/2024
Classification:	PAT B	PAT B	TOTAL YEAR	PROPOSED
Step Level:	1-Year	1-Year	FISCAL IMPACT	FISCAL IMPACT
Salary:	\$ 49,941.00	\$ 57,076.00	\$ 7,135.00	\$ 6,038.00
Insurance:	\$ 12,316.00	\$ 12,316.00	\$ -	\$ 462.00
FICA:	\$ 3,821.00	\$ 4,367.00	\$ 546.00	\$ 858.00
PERF:	\$ 7,092.00	\$ 8,105.00	\$ 1,013.00	\$ -
Longevity:	\$400.00	\$400.00	\$ -	\$ -
TOTALS	\$ 73,570.00	\$ 82,264.00	\$ 8,694.00	\$ 7,358.00 Fiscal Impact

The above fiscal impact total is based on a full year of service. The final amount will be prorated depending on the **Effective Date** of change.

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Auditor MEETING DATE REQUESTED (Tentative):
Request Presenter(s): Brianne Gregory Phone: 812-349-5024

Was the Council Liaison notified prior to submitting this Agenda Request: No

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: 2013 Redevelopment Bond

Transfer of Funds

Category

Fund Name:

Fund to Fund

Fund Name A:

Fund Name B:

Salary Ordinance Amendment Effective Date of Amendment:

De-Appropriation of Account Lines

Fund Name:

Other (Specify)

Narrative: Give a DETAILED SUMMARY explanation for the request (purpose, action needed, etc.).

In December of 2023 Old National Bank charged the county an account closing fee of \$2.85 to close out an account for the 2013 RDC Bond. This bond debt has been closed and the county has retired this debt. To account for this fee in the county's financial software, I'm requesting an additional appropriation of \$2.85 so that I can process a claim for the same amount to show the charge.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

REQUEST CREATION OF NEW ACCOUNT LINE(S) AND/OR ADDITIONAL APPROPRIATION(S)

Council recommends making ANY In-House and/or Category Transfers PRIOR to requesting additional appropriations.

DEPARTMENT: Auditor _____

MEETING DATE REQUESTED (Tentative): _____

Fund Name: 2013 Redevelopment Bond _____

Fund Number: 4513

Location Number: 0000

<u>Account Number</u>	<u>Account Description</u>	<u>Amount Requested</u>
39945	Disbursement to Bank	\$2.85
TOTAL REQUEST		2.85

Contact the Council Administrator (Ext. 2516) for new numbers and/or clarification on account numbers.

Staff will notify Department when the accounts/additionals have been approved/updated.

Invoice

Invoice Number: 800267015
Date: December 6, 2023

Old National Wealth Management
Attn: Shannon Perry
P.O. Box 207
Evansville, IN 47702-0207
(812) 461-9741
Fax: (812) 461-9204

Mailing Address: Monroe County Treasurer 100 W Kirkwood Ave Bloomington IN 47404	Account Name: Monroe County Redevelopment District Bonds Of 2013 Sinking Fund
--	--

ADMINISTRATOR	ACCOUNT NO.	DATE DUE
Shannon Perry	80-0267-01-5	Upon Receipt

DATES BILLED	DESCRIPTION	CHARGES	TOTAL
12/6/23	Final Income – closing fee	\$ 2.85	\$ 2.85
TOTAL DUE UPON RECEIPT			\$ 2.85

Funds will be taken from the account to cover fee.

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**MONROE COUNTY AND CITY OF BLOOMINGTON, INDIANA
INTERLOCAL COOPERATION AGREEMENT
FOR
THE OPERATION OF THE BLOOMINGTON/MONROE COUNTY CAPITAL
IMPROVEMENT BOARD AND THE
CONVENTION AND VISITORS COMMISSION**

This Interlocal Cooperation Agreement, entered into on this ___ day of _____, 2024, by and between Monroe County, Indiana (“County”), the City of Bloomington, Indiana. (“City”).

WITNESSETH:

WHEREAS, Indiana Code 36-1-7, *et seq.*, allows local government entities to make the most efficient use of their powers by enabling them to contract with other governmental entities for the provision of services to the public; and

WHEREAS, the County and the City each possesses the power and authority to engage in activities that promote tourism and recreation, and to construct and operate improvements to further those ends; and

WHEREAS, Bloomington/Monroe County is a highly sought-after destination for groups seeking to hold events of significant size in Indiana; and

WHEREAS, people attending events at the Monroe Convention Center (“Convention Center”) also patronize restaurants and shops in the County and City, which has benefited the local economy by hundreds of millions of dollars since the existing Convention Center began operating; and

WHEREAS, the Convention Center was upgraded and remodeled, but not enlarged, in 2012, and its current size has limited its ability to accommodate many groups desiring to hold events in Bloomington; and

WHEREAS, the parties agree that an expanded Convention Center (“Expanded Convention Center”) would provide civic benefits as well as significantly enhance the local economy through additional visitors to the area and increased employment opportunities; and

WHEREAS, the parties acknowledge that building and activating an Expanded Convention Center and any related amenities such as a hotel and/or parking garage (collectively, the “Project”) requires their collaboration and that a Capital Improvement Board (“CIB”) is an appropriate vehicle for achieving that collaboration; and

WHEREAS, the parties agree that the Project and ongoing operations of an Expanded Convention Center will be funded through a combination of assets to be transferred or pledged by each party to the CIB, including but not limited to real property controlled by the parties, as well as certain tax revenues provided for under Indiana Code § 6-9-41-0.3, *et seq.* (“Food and Beverage Tax”), and under Indiana Code §6-9-4-1 *et seq.* (“Innkeepers Tax”); and

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WHEREAS, the County is authorized under Indiana Code §36-10-8-4 to determine who may appoint members to the CIB, and the County is also authorized to make appointments to the Convention Visitors Commission (“CVC”), which oversees expenditures of the Innkeepers Tax revenues; and

WHEREAS, the parties agree that their success of the Project requires an effective distribution of responsibility for funding and managing the Project and the future management and operation of the Expanded Convention Center and related amenities;

NOW, THEREFORE, in consideration of the mutual terms, covenants and conditions set forth herein, the County and the City hereby agree as follows:

ARTICLE I PURPOSE AND DURATION OF AGREEMENT

Section 1. Purpose: The purpose of this Agreement is to set forth and define the respective duties, obligations, rights and responsibilities of the parties with regard to the Project and their interactions with the CIB and the CVC, as these entities together will control (except as provided below) the Expanded Convention Center’s assets and funding streams.

The Project goals are threefold, 1) to expand the convention and tourism industries in downtown Bloomington, Monroe County, and the region; 2) to provide accommodations to local not for profits and civic organizations; and 3) to accentuate the Community goals of sustainable and environmentally progressive action.

Section 2. Duration: This Agreement shall be in full force and effect as of the date of its execution and shall remain in full force and effect for the duration of the longest term of any of the bonds issued to finance the Project, and thereafter until either party provides written notice of termination at least six (6) months in advance. The terms of this Agreement may not be changed except by mutual agreement of the parties. In the event state statutes governing the CIB and CVC are amended so as to substantively affect the balance of authority among the parties under either the terms of this Agreement or any of the other governing documents for the CIB or CVC, the County and City agree to renegotiate the terms of this Agreement in the interest of maintaining the balance of authority between the parties, including finding other means of restoring the balance. The County and City also agree that regardless of the duration of this specific Agreement, their explicitly shared and publicly declared intent is to continue collaboration in perpetuity to oversee and direct the affairs of the Convention Center for the betterment of the entire community and region, as future office holders determine.

ARTICLE II CIB MEMBERSHIP

Section 1. APPOINTMENTS

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Per County Ordinance 2023-24, the CIB shall be composed of seven (7) members, consistent with IC 36-10-8-4. The units of government which shall make appointments to the CIB are Monroe County and the City of Bloomington. Specifically, Monroe County (“County”) shall appoint three (3) members and the City of Bloomington (“City”) shall appoint three (3) members. Those six (6) members appointed shall appoint the seventh appointment by a vote of at least four (4) members. The Mayor shall appoint two members to the CIB; the appointments must not be from the same political party. The City Council shall appoint one member to the CIB. The County Commissioners shall appoint two members to the CIB; the appointments must not be from the same political party. The County Council shall appoint one member to the CIB.

Section 2. RESTRICTIONS

No members of the CIB may be elected officials of or employees of either the County or the City, Visit Bloomington, Convention and Visitors Commission, Food & Beverage Tax Advisory Commission, the Convention Center Management Company or of the following entities affiliated with or related to the County or City: the Bloomington Housing Authority, the City of Bloomington Utilities, and Bloomington Public Transportation Corporation (“Bloomington Transit”). This restriction does not apply to board members of any County or City convention center building corporation or City of Bloomington Capital Improvements, Inc.

All terms of office shall begin on January 15th, consistent with State law. A member whose term expires may be reappointed to serve another term. If a vacancy occurs, a person shall be appointed by the original appointing authority in the same manner as the original appointment to serve for the remainder of the term.

ARTICLE III **ASSETS, FUNDING AND OPERATIONAL RESPONSIBILITIES**

Section 1. Real Property Assets:

- A. The parties agree that the work previously conducted regarding location, scope and design of the Convention Center expansion retains relevance. Accordingly, they expect the CIB to incorporate that work, updated as appropriate with additional data and input from City and County leadership and the public, into the CIB’s selection of a site for the Expanded Convention Center and sites for related amenities (e.g., hotel(s), parking garage), corresponding designs for the same, and partner selection for architectural and design services and hotelier(s).
- B. The CIB shall request from the parties such transfer of ownership of property assets as are needed in its judgment successfully to complete the Project, including property needed directly for such structures or needed to help finance them, and on such terms as needed. The Parties shall in good faith review and negotiate regarding such requests. The Parties agree that the County properties located south of W. 3rd Street and east of South

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College Avenue shall not become available for use prior to the conclusion of the 2024 election cycle.

Section 2. Project Construction Funding and Management:

- A. The City shall be solely responsible for approving any debt issued to finance the design and construction of the Expanded Convention Center. For this purpose, the City intends to use a non-CIB third-party building corporation (“City Building Corporation”) to issue debt on behalf of the City. Such City Building Corporation shall own the Expanded Convention Center and lease it to the City, and the City, and if necessary the City Building Corporation, ~~and the City~~ shall contract with the CIB to manage the design and construction of the Expanded Convention Center, consistent with and subject to Indiana public construction laws and the terms of the debt financing and budgets for design and construction approved by the City Council. These same provisions shall apply in the event that any debt used to finance amenities such as a parking garage or hotel is issued on behalf of the City rather than the CIB or County.
- B. The bond proceeds and any other designated funds provided by the City to be used in connection with the Project shall not be included in any annual budget presented by the CIB to the County Council or otherwise require approval for their use from County authorities.
- C. As soon as reasonably practicable following completion of construction, the City shall enter into a contract with the CIB for post-construction operation and management of the Expanded Convention Center.
- D. Once debt service is completed, the City Building Corporation shall transfer ownership of the Expanded Convention Center, and the real property(ies) on which it is located, and any other structures that are financed with debt approved and issued on behalf of the City and the real property(ies) on which they are located, first to the City as lessee, in accordance with the terms of the debt financing arrangements and such terms as have been agreed between the entity(ies) that transferred real property to the City Building Corporation on terms agreed under Section 1(B) above. Subject to Indiana property disposition laws and federal tax laws relating to tax-exempt debt issued by the City Building Corporation, the City shall then transfer ownership to the CIB.

Section 3. Convention Center Operation and Management:

The Parties understand and agree to the following regarding the operation and management of the existing and expanded Convention Center and any related amenities:

- A. The existing County contract with the CVC for facility management of the current Convention Center will be assigned to the CIB as soon as practicable following completion of the design and construction period, but not before, to ensure that the

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ongoing operations of the current Convention Center are sustained smoothly and to allow the CIB to focus fully on the design and construction of the Project.

- B. The CVC shall promote the existing and Expanded Convention Center and related tourism and convention opportunities.
- C. The CVC shall provide the City and County Councils with updates concerning revenue projections of the Innkeepers' tax prior to July 1 of each year.
- D. The CIB shall be responsible for selecting and overseeing partnerships with any hotelier partners.
- E. The CIB shall have the authority to name the Expanded Convention Center, subject to Article IV Section 1 below.

Section 4: CIB and CVC Funding:

- A. CIB Funding:
 - a. The parties agree that during the Project design and construction period and before implementation of the contract described in Article III Section 2C above, the CIB shall have authority to determine its budget solely with the City Council, including City food and beverage funds or any other City-designated funds needed to cover the hiring/retention during the design and construction phase of relevant support staff (e.g., an Executive Director/Project Manager, financial and legal support, administrative support).
 - b. The parties anticipate that the CIB shall be funded solely with City funds through the completion of the Project design and construction period. However, to the extent that the CIB does seek appropriations from the County during the Project design and construction phase, the County agrees not to use its approval authorities over CIB annual budgets or otherwise to override, change, or interfere with (i) CIB budgets and expenditures that are agreed to by the City Council during and covering the Project design and construction period, or (ii) Project design and construction decisions that rest with the CIB and are to be funded through debt approved by the City Council or other City Council appropriations.
 - c. The parties agree that following the Project design and construction period and implementation of the contract described in Article III Section 2C above, the CIB shall work with both the City and County Councils in developing its annual budget to reach agreement among the parties prior to presenting the budget for official approval. The parties shall coordinate with the CIB so that it will present its budget to the City Council for review and approval prior to the County Council Budget Session and will present its budget to the County Council during a County Council Budget Session. In the event the County Council does not agree with the budget approved by the City Council, the two Councils shall work to come to

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agreement on a budget that both Councils can approve. If the Councils cannot agree on a budget by December 1st, the budget for the then-current year shall be the budget for the succeeding year.

- d. The parties agree that in the event the CIB determines a bond or other financing is recommended for activities other than Expanded Convention Center design and construction, the CIB shall make that recommendation to the City and/or County Council, depending on the proposed source(s) of financing. If the relevant Council(s), by resolution, approve the recommendation, then the statutory process for issuing the debt may proceed. No such bond or other financing may be issued for CIB purposes without first going through this process.

B. CVC Funding:

- a. The parties agree that during the Project design and construction period, the CVC shall develop and present its annual budget to the County Council. The County Council shall ensure that such budget reflects the continued use of Innkeepers Tax revenue to properly and sufficiently fund the operation and management of the existing Convention Center.
- b. Following the Project design and construction period and implementation of the contract described in Article III Section 2C above, the City and County shall work with the CVC in developing its annual budget to reach agreement among the parties prior to the CVC presenting its budget for official approval. The parties shall ensure through this process that the CVC uses Innkeeper's Tax to properly and sufficiently fund the ongoing operation and maintenance of the Expanded Convention Center, with at least the same proportion or dollar amount, whichever is greater, of Innkeepers Tax revenue going to support the expanded Convention Center as the CVC and County Council have approved for existing Convention Center support in recent years. The parties shall coordinate with the CVC so that the CVC shall present its proposed budget to the City Council for review and approval prior to the County Council Budget Session, and then present the budget to the County Council during a County Council Budget Session. In the event the County Council does not agree with the budget approved by the City Council, the two Councils shall work to come to agreement on a budget that both Councils can approve. If the Councils cannot agree on a budget by December 1st , the budget for the then-current year shall be the budget for the succeeding year.

ARTICLE IV MISCELLANEOUS PROVISIONS

Section 1. Convention Center Name: The CIB shall determine a process for selecting a name for the Expanded Convention Center, except that any sale of overall naming rights to the Expanded Convention Center by the CIB shall require prior approval by both the County Board of Commissioners and the Mayor of the City of Bloomington.

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Section 2. Local Government Approvals: The parties shall cooperate on the review and approval of any documents necessary to secure timely regulatory approvals for the Project site plan, design, and construction.

Section 3. Amendment of this Agreement: The parties may mutually agree to amend this Agreement to correct errors, clarify the understanding of the parties, or to otherwise fulfill the intent of the parties where the initial signed version is deemed inadequate for that purpose. The CIB and CVC may recommend changes to this Agreement for review by the parties.

Section 4. Effective Date: This Agreement will be effective when approved, in the same manner as approval of all Interlocal Agreements, except that the State Attorney General shall not be asked to approve this contract.

Section 5. General Intention as to Convention Center Use: The parties intend that the Expanded Convention Center shall also serve as a Civic Center for the use of community residents and non-profit organizations, consistent with the financial and operational needs of the Expanded Convention Center.

Section 6. Sustainability: The parties hereby express their desire and intention that the Project will incorporate sustainability into its design and future operations, and the CIB is directed to continually pursue sustainability as a primary goal, so far as financially and operationally feasible and practicable.

Section 8. Savings Clause: In the event any Article, Section or Portion of this Interlocal Agreement should be held invalid and unenforceable by any court of competent jurisdiction, such decision shall apply only to the specific Article, Section or Portion thereof specifically specified in the court's decision.

Section 9. Compliance with Monroe Couty Ordinance 2023-24. Nothing in this interlocal is meant to contradict or supplant Monroe County Ordinance 2023-24, which is attached to this Interlocal as Exhibit A.

WHEREFORE, the parties hereto have executed this Agreement as of the date first set forth above.

COUNTY OF MONROE, INDIANA
BOARD OF COMMISSIONERS

CITY OF BLOOMINGTON

Julie Thomas, President

Kerry Thompson, Mayor

Penny Githens, Vice President

DRAFT

Lee Jones, Member

ATTEST: (Dated: _____)

Auditor, Monroe County, Indiana

CITY OF BLOOMINGTON COMMON COUNCIL

, President

ATTEST:

Nicole Bolden, Clerk
City of Bloomington

MONROE COUNTY COUNCIL

, President

ATTEST:

, Auditor
Monroe County

**MONROE COUNTY COUNCIL RECOMMENDATION
2024 FINANCIAL SOLUTIONS GROUP
Professional Services – General Financial Consulting**

The Monroe County Council was presented a proposed agreement for the engagement of Financial Solutions Group (FSG) to provide professional financial consulting services to Monroe County including assistance with review and preparation of the County’s budget, updating the County’s sustainability analysis, and economic development, as well as assisting on other projects, on an “as needed” basis for an amount not to exceed \$28,000 for 2024.

Council approves forwarding to the Board of Commissioners with a positive recommendation.

Approved this **13th** day of **February 2024**.

MONROE COUNTY COUNCIL

Aye Nay Abstain Not Present _____
Trent Deckard, President

Aye Nay Abstain Not Present _____
Jennifer Crossley, President Pro Tempore

Aye Nay Abstain Not Present _____
Marty Hawk, Councilor

Aye Nay Abstain Not Present _____
Peter Iversen, Councilor

Aye Nay Abstain Not Present _____
Geoff McKim, Councilor

Aye Nay Abstain Not Present _____
Cheryl Munson, Councilor

Aye Nay Abstain Not Present _____
L. Kate Wiltz, Councilor

ATTEST:

Christopher Muench, Auditor Pro Tempore
Monroe County, Indiana

Date

January 25, 2024

Monroe County Board of Commissioners

Monroe County Council

Attn: Mr. Jeff Cockerill,
Monroe County Attorney
100 W Kirkwood Ave
Bloomington, IN 47404

VIA EMAIL: jcockerill@co.monroe.in.us;

RE: PROPOSAL FOR PROFESSIONAL SERVICES: GENERAL FINANCIAL CONSULTING

Dear Commissioners and Council Members:

We are submitting a proposed agreement for Financial Solutions Group, Inc. ("FSG Corp.") to provide professional financial consulting services to Monroe County (the "County"), including assistance with review and preparation of the County's budget, updating the County's Sustainability Analysis, and economic development, as well as assisting on other projects, on an "as needed" basis.

Scope of Services

Sustainability Revenue and Spending Plan / 2025 Budget Assistance (Plan)

The scope of our services in the update of the Sustainability/Revenue and Spending Plan will include all, or part of, the following professional services:

1. Update of the Plan including the detail for actual 2023 numbers after year end close;
2. Preparation and presentation of a summary of information (will contain totals only and revenue (actual and/or projected), budgets, and actual expenses) provided in the Sustainability;
3. Development of the 2025 budget, and a three-year projection for 2026, 2027 and 2028 based on the 2024 budget and applicable growth factors (See Number 4 below);
4. Development of numerous revenue and expense growth factors, by fund, for the projected period;
5. Projection of ending cash balance, by fund, with an estimated impact of Circuit Breaker;
6. Preparation of a report setting forth the projection model and detailed assumptions;
7. Development of recommendations to improve or suggest changes to improve or maintain the County's financial health based on results of analysis;



2680 East Main Street
Suite 223
Plainfield, IN 46168
Phone: 317.837.4933

Email Addresses:
greg@fsgcorp.com
fsg@fsgcorp.com

8. Preparation of annual pre-budget presentation to discuss the August update of the Sustainability/Revenue and Spending Plan (based on June 30 numbers annualized);
9. Preparation of benchmarks for similar Counties and comparison to actual County results;
10. Assisting the County with the economic analysis associated with the 2024 and 2025 budgets, as well as implementation of any State cuts and/or adjustments to the County's budget;
11. Assisting the County Officials with their statutory duties related to the County's annual budget, as requested;
12. Recommending new potential revenue sources to assist in funding the County's 2025 budget;
13. Assistance with income tax computations and issues;
14. Assistance with projects to help the improvement of the County; and
15. Assistance with payroll wage increases.

General Financial Consulting

1. Attendance at budget meetings and other related meetings (as set forth below) to discuss financial matters and/or to present documents and reports prepared for the County;
 - February – Meet to review yearend results and start of year expectations
 - April - Meet to review 1st quarter results
 - July – Meet to review June 30th results, assess changes needed for the remainder of the year.
 - September – Meet to review proposed budget and estimated impact.
 - October – Meet to review final budget and estimated impact.
2. General financial advisory services to the County during Calendar Year 2024;

General Provisions

1. This contractual agreement will hereby terminate on 12/31/24;
2. This agreement may be terminated, by either party, upon written notice and with payment of fees accrued to the written notice date;
3. FSG Corp. shall hold Monroe County harmless from claims, suits, actions and damages under this agreement;
4. FSG Corp. will not assign our rights under this agreement to anyone; and
5. FSG Corp. agrees that no modification to this agreement can be made orally; modifications must be made by a written agreement signed by both parties.
6. FSG Corp. is not aware of any conflict of interest we have with Monroe County.

Fees

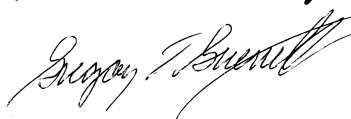
Billing for all services will be calculated using the hourly rates shown below for our professional services. Billing will occur on a monthly basis and payment is assumed to be made within thirty (30) days of the invoice date.

CPA, MA, MA Principal:	\$ 250- 350	Mileage: \$.575 per mile
CPA, MA:	\$ 225 - 325	Copies: At Cost
Supervisory:	\$ 150 - 175	Mailings: At Cost
Financial Analyst:	\$ 150 - 175	
Administration/Operation:	\$ 100 - 150	Not-to-Exceed: <u>\$28,000.00</u>

In the event the County approves the engagement of FSG Corp. for this assignment, please sign, date and return a copy to us.

Respectfully Submitted,

Financial Solutions Group, Inc.



Gregory T. Guerrettaz

AGREED AND ACCEPTED:

MONROE COUNTY, INDIANA

By: _____

Date: _____

Monroe County Council Agenda Request Form

Complete ALL applicable highlighted areas below.

DEPARTMENT: Auditor MEETING DATE REQUESTED (Tentative):
Request Presenter(s): Brianne Gregory Phone: 812.349.5024

Was the Council Liaison notified prior to submitting this Agenda Request: No

PURPOSE OF REQUEST: (Mark with an "X" in all applicable boxes)

Creation of Account Line(s) and/or Additional Appropriation(s)

Fund Name: American Rescue Plan Act

Transfer of Funds

Category

Fund Name:

Fund to Fund

Fund Name A:

Fund Name B:

Salary Ordinance Amendment Effective Date of Amendment:

De-Appropriation of Account Lines

Fund Name:

Other (Specify)

Narrative: Give a DETAILED SUMMARY explanation for the request (purpose, action needed, etc.).

In 2023 Monroe County made great progress with planning for it's awarded American Rescue Plan Act (ARPA) funding. With the progress came approval of appropriations, giving the county a green light to move forward. Unfortunately, appropriations do not carry forward year to year unless a contract is in place. To remain consistent and transparent, I am requesting an additional appropriation for all projects appropriated as of 12.31.2023.

Complete ALL corresponding agenda information on subsequent tabs.

Forward entire Request Form with all supporting documents to: councilrequests@co.monroe.in.us

Contact the Council Administrator (Ext. 2516) with any questions regarding the Agenda Request Form.

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data	
8950.00000.00000.0000					No Department	
	01/01/2023	01/01/2023	Rec/CarryFwdRec	26,863,869.62	Carry Forward	
			Estimated			
			Revenue	Receipts	Appropriation	Expenditure
	Current		0.00	0.00	0.00	0.00
	Total		0.00	26,863,869.62	0.00	0.00
					Unexpended:	0.00
					Cash:	26,863,869.62
8950.18101.00000.0000	FICA				No Department	
	02/10/2023	02/07/2023	Claim/EFTDedDist	16,600.50	BK:002 Vend:009413 (fed Tax Ach) DDClr-SOC	
	02/10/2023	02/07/2023	Claim/EFTDedDist	3,882.22	BK:002 Vend:009413 (fed Tax Ach) DDClr-MED	
	02/24/2023	02/17/2023	Claim/EFTDedDist	77.50	BK:002 Vend:009413 (fed Tax Ach) DDClr-SOC	
	02/24/2023	02/17/2023	Claim/EFTDedDist	18.12	BK:002 Vend:009413 (fed Tax Ach) DDClr-MED	
	03/10/2023	03/03/2023	Claim/EFTDedDist	31.00	BK:002 Vend:009413 (fed Tax Ach) DDClr-SOC	
	03/10/2023	03/03/2023	Claim/EFTDedDist	7.25	BK:002 Vend:009413 (fed Tax Ach) DDClr-MED	
	04/21/2023	04/17/2023	Claim/EFTDedDist	16,972.50	BK:002 Vend:009413 (fed Tax Ach) DDClr-SOC	
	04/21/2023	04/17/2023	Claim/EFTDedDist	3,969.19	BK:002 Vend:009413 (fed Tax Ach) DDClr-MED	
	05/12/2023	05/12/2023	Claim/Adjustment	(41,558.28)	BK:002 Vend:001314 Monroe County Treasurer COR 5/12/23	
	07/14/2023	07/10/2023	Claim/EFTDedDist	17,034.50	BK:002 Vend:009413 (fed Tax Ach) DDClr-SOC	
	07/14/2023	07/10/2023	Claim/EFTDedDist	3,983.64	BK:002 Vend:009413 (fed Tax Ach) DDClr-MED	
	07/24/2023	07/24/2023	Claim/Adjustment	(21,018.14)	BK:002 Vend:009413 (fed Tax Ach) ADJ 07/24/23	
	08/11/2023	08/08/2023	Claim/EFTDedDist	2.44	BK:002 Vend:009413 (fed Tax Ach) DDClr-MED	
	08/11/2023	08/08/2023	Claim/EFTDedDist	10.42	BK:002 Vend:009413 (fed Tax Ach) DDClr-SOC	
	08/22/2023	08/22/2023	Claim/Adjustment	(2.44)	BK:002 Vend:009413 (fed Tax Ach) ADJ 08/22/23	
	08/22/2023	08/22/2023	Claim/Adjustment	(10.42)	BK:002 Vend:009413 (fed Tax Ach) ADJ 08/22/23	
	10/20/2023	10/16/2023	Claim/EFTDedDist	17,259.26	BK:002 Vend:009413 (fed Tax Ach) DDClr-SOC	
	10/20/2023	10/16/2023	Claim/EFTDedDist	4,036.24	BK:002 Vend:009413 (fed Tax Ach) DDClr-MED	
	10/23/2023	10/23/2023	Claim/Adjustment	(17,259.26)	BK:002 Vend:009413 (fed Tax Ach) ADJ 08/22/23	
	10/23/2023	10/23/2023	Claim/Adjustment	(4,036.24)	BK:002 Vend:009413 (fed Tax Ach) ADJ 08/22/23	

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
8950.18101.00000.0000	FICA	.		No Department	
			Estimated Revenue	Receipts	Appropriation
	Current		0.00	0.00	0.00
	Total		0.00	0.00	0.00
				Expenditure	Unexpended: 0.00
					Cash: 0.00
8950.19900.00000.0000	ARPA Retention Bonus	.		No Department	
01/10/2023	01/24/2023	Approp/CarryFwdApp	1,282,650.00	ENC 01/10/2023	
02/08/2023	02/08/2023	Claim/RegDocket	500.00	BK:001 CK:294379 Inv:1 QTR RET Vend:010933 Crohn, Connie J COURTS	
02/08/2023	02/08/2023	Claim/RegDocket	500.00	BK:001 CK:294381 Inv:1 QTR RET Vend:005289 HUDSON, ERICA COURTS	
02/08/2023	02/08/2023	Claim/RegDocket	500.00	BK:001 CK:294383 Inv:1 QTR RET Vend:015527 Pointer, Kathy M COURTS	
02/08/2023	02/08/2023	Claim/RegDocket	500.00	BK:001 CK:294458 Inv:1 QTR BONUS Vend:001582 COREY, REBECCA PROSECUTOR	
02/08/2023	02/08/2023	Claim/RegDocket	500.00	BK:001 CK:294460 Inv:1 QTR BONUS Vend:022803 Hansen, Rich PROSECUTOR	
02/08/2023	02/08/2023	Claim/RegDocket	500.00	BK:001 CK:294431 Inv:SELKRETENTIONBONUS Vend:000029 SELK, MARTHA J LEGAL	
02/10/2023	02/07/2023	Pay/PayDist	267,750.00	BK:002 Payroll Dist	
02/15/2023	02/15/2023	Claim/RegDocket	500.00	BK:001 CK:294589 Inv:20230209 Vend:025057 Wooten, Lashanna Lyn HEALTH	
02/15/2023	02/15/2023	Claim/RegDocket	500.00	BK:001 CK:294580 Inv:20230209 Vend:006691 CALLAHAN, SUSAN HEALTH	
02/24/2023	02/17/2023	Pay/PayDist	1,250.00	BK:002 Payroll Dist	
03/10/2023	03/03/2023	Pay/PayDist	500.00	BK:002 Payroll Dist	
04/21/2023	04/17/2023	Pay/PayDist	273,750.00	BK:002 Payroll Dist	
05/12/2023	05/12/2023	Claim/Adjustment	41,558.28	BK:002 Vend:001314 Monroe County Treasurer COR 5/12/23	
07/14/2023	07/10/2023	Pay/PayDist	274,750.00	BK:002 Payroll Dist	
07/24/2023	07/24/2023	Claim/Adjustment	21,018.14	BK:002 Vend:009413 (fed Tax Ach) ADJ 07/24/23	
08/11/2023	08/08/2023	Pay/PayDist	168.00	BK:002 Payroll Dist	
08/22/2023	08/22/2023	Claim/Adjustment	2.44	BK:002 Vend:009413 (fed Tax Ach) ADJ 08/22/23	
08/22/2023	08/22/2023	Claim/Adjustment	10.42	BK:002 Vend:009413 (fed Tax Ach) ADJ 08/22/23	
10/20/2023	10/16/2023	Pay/PayDist	278,375.00	BK:002 Payroll Dist	
10/23/2023	10/23/2023	Claim/Adjustment	17,259.26	BK:002 Vend:009413 (fed Tax Ach) ADJ 08/22/23	
10/23/2023	10/23/2023	Claim/Adjustment	4,036.24	BK:002 Vend:009413 (fed Tax Ach) ADJ 08/22/23	
11/29/2023	11/29/2023	Approp/Adjustment	(98,222.22)	DAP 11/14/2023	

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data		
8950.19900.00000.0000			ARPA Retention Bonus	.	No Department		
			Estimated Revenue			Receipts	Appropriation
			Current	0.00		0.00	0.00
			Total	0.00		0.00	1,184,427.78
						Expenditure	
							0.00
						Unexpended:	0.00
						Cash:	(1,184,427.78)
8950.29000.00000.0000			ARPA Sharps Disposal Boxes	.	No Department		
	01/01/2023	03/01/2023	Approp/AddtlApp	55,000.00	ADD 02/28/23		
	09/18/2023	09/18/2023	Approp/Adjustment	(55,000.00)	DAP 9/18/23		
			Estimated Revenue			Receipts	Appropriation
			Current	0.00		0.00	0.00
			Total	0.00		0.00	0.00
						Expenditure	
							0.00
						Unexpended:	0.00
						Cash:	0.00
8950.29001.00000.0000			ARPA Gun Safes	.	No Department		
	11/01/2023	11/01/2023	Approp/AddtlApp	40,000.00	ADD 10/24/23		
			Estimated Revenue			Receipts	Appropriation
			Current	0.00		0.00	0.00
			Total	0.00		0.00	40,000.00
						Expenditure	
							0.00
						Unexpended:	40,000.00
						Cash:	0.00
8950.36704.00000.0000			ARPA Sojourn House Renov Proj	.	No Department		
	01/10/2023	01/24/2023	Approp/CarryFwdApp	164,000.00	ENC 01/10/2023		
	11/29/2023	11/29/2023	Approp/Adjustment	(164,000.00)	DAP 11/14/2023		
			Estimated Revenue			Receipts	Appropriation
			Current	0.00		0.00	0.00
			Total	0.00		0.00	0.00
						Expenditure	
							0.00
						Unexpended:	0.00
						Cash:	0.00

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data			
8950.36705.00000.0000	ARPA COVID Vaccine Incentive		.	No Department				
	01/10/2023	01/24/2023	Approp/CarryFwdApp	466,552.00	ENC 01/10/2023			
	09/18/2023	09/18/2023	Approp/Adjustment	(466,552.00)	DAP 9/18/23			
			Estimated					
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	0.00	Unexpended:	0.00
	Total		0.00	0.00	0.00	0.00	Cash:	0.00
8950.36706.00000.0000	ARPA Osage Place		.	No Department				
	01/10/2023	01/24/2023	Approp/CarryFwdApp	1,773,076.00	ENC 01/10/2023			
			Estimated					
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	0.00	Unexpended:	1,773,076.00
	Total		0.00	0.00	1,773,076.00	0.00	Cash:	0.00
8950.36707.00000.0000	ARPA Wastewater Monitoring		.	No Department				
	01/10/2023	01/24/2023	Approp/CarryFwdApp	91,000.00	ENC 01/10/2023			
	11/01/2023	11/01/2023	Claim/RegDocket	3,500.00	BK:001 CK:300984 Inv:93111932 Vend:002116 INDIANA UNIVERSITY RESEARCH COMMISSIONERS			
			Estimated					
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	0.00	Unexpended:	87,500.00
	Total		0.00	0.00	91,000.00	3,500.00	Cash:	(3,500.00)
8950.36708.00000.0000	ARPA Childcare		.	No Department				
	01/10/2023	01/24/2023	Approp/CarryFwdApp	300,000.00	ENC 01/10/2023			
	03/30/2023	03/30/2023	Approp/AddtlApp	725,000.00	ADD 3/28/23			
	04/19/2023	04/19/2023	Claim/RegDocket	300,000.00	BK:001 CK:296136 Inv:ARPA NEW HOPE Vend:021547 New Hope Family Shelter, Inc. AUDITOR1			
	09/18/2023	09/18/2023	Approp/Adjustment	(725,000.00)	DAP 9/18/23			

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data			
8950.36708.00000.0000	ARPA Childcare	.		No Department				
			Estimated Revenue	Receipts	Appropriation	Expenditure	Unexpended:	0.00
	Current		0.00	0.00	0.00	0.00		
	Total		0.00	0.00	300,000.00	300,000.00	Cash:	(300,000.00)
8950.36709.00000.0000	ARPA Rural Housing Repair	.		No Department				
	03/30/2023	03/30/2023	Approp/AddtlApp	200,000.00	ADD 3/28/23			
	11/01/2023	11/01/2023	Approp/AddtlApp	200,000.00	ADD 10/24/23			
			Estimated Revenue	Receipts	Appropriation	Expenditure	Unexpended:	400,000.00
	Current		0.00	0.00	0.00	0.00		
	Total		0.00	0.00	400,000.00	0.00	Cash:	0.00
8950.36710.00000.0000	ARPA Septic Assistance	.		No Department				
	01/01/2023	03/01/2023	Approp/AddtlApp	220,000.00	ADD 02/28/23			
	11/01/2023	11/01/2023	Approp/AddtlApp	200,000.00	ADD 10/24/23			
			Estimated Revenue	Receipts	Appropriation	Expenditure	Unexpended:	420,000.00
	Current		0.00	0.00	0.00	0.00		
	Total		0.00	0.00	420,000.00	0.00	Cash:	0.00
8950.36711.00000.0000	ARPA Fairground Wireless (LR)	.		No Department				
	01/01/2023	03/01/2023	Approp/AddtlApp	48,677.00	ADD 02/28/23			
	09/08/2023	09/08/2023	Claim/RegDocket	48,667.00	BK:001 CK:006527 Inv:10383 Vend:000333 Monroe County Fair Assoc COMMISSIONERS			
	09/11/2023	09/11/2023	Claim/RegDocket	10.00	BK:001 CK:006528 Inv:10383 Vend:000333 Monroe County Fair Assoc COMMISSIONERS			
			Estimated Revenue	Receipts	Appropriation	Expenditure	Unexpended:	0.00
	Current		0.00	0.00	0.00	0.00		
	Total		0.00	0.00	48,677.00	48,677.00	Cash:	(48,677.00)

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data			
8950.36712.00000.0000	ARPA Community Asst-Foundation		.	No Department				
	08/14/2023	08/14/2023	Approp/AddtlApp	1,200,000.00	ADD 08/14/23			
			Estimated					
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	0.00	Unexpended:	1,200,000.00
	Total		0.00	0.00	1,200,000.00	0.00	Cash:	0.00
8950.36713.00000.0000	ARPA Perm Sup Housing Initativ		.	No Department				
	03/30/2023	03/30/2023	Approp/AddtlApp	500,000.00	ADD 3/28/23			
			Estimated					
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	0.00	Unexpended:	500,000.00
	Total		0.00	0.00	500,000.00	0.00	Cash:	0.00
8950.36714.00000.0000	ARPA Program Support		.	No Department				
	06/14/2023	06/14/2023	Approp/AddtlApp	116,450.00	ADD 6/13/23			
	08/09/2023	08/09/2023	Claim/RegDocket	12,707.28	BK:001 CK:298961 Inv:BT2486055 Vend:005942 Baker Tilly Municipal Advisors Commissioners			
	09/06/2023	09/06/2023	Claim/RegDocket	24,338.50	BK:001 CK:006506 Inv:27999 Vend:000333 Monroe County Fair Assoc Commissioners			
	09/06/2023	09/06/2023	Claim/RegDocket	33,168.51	BK:001 CK:006506 Inv:10383 Vend:000333 Monroe County Fair Assoc Commissioners			
	09/06/2023	09/06/2023	Claim/Adjustment	(33,168.51)	BK:001 CK:006506 Inv:10383 Vend:000333 Monroe County Fair Assoc Void Docket Chk			
	09/06/2023	09/06/2023	Claim/Adjustment	(24,338.50)	BK:001 CK:006506 Inv:27999 Vend:000333 Monroe County Fair Assoc Void Docket Chk			
	10/25/2023	10/25/2023	Claim/RegDocket	11,245.50	BK:001 CK:300814 Inv:BT2518001 Vend:005942 Baker Tilly Municipal Advisors COMMISSIONERS			
	10/25/2023	10/25/2023	Claim/RegDocket	5,817.25	BK:001 CK:300814 Inv:BT2537800 Vend:005942 Baker Tilly Municipal Advisors COMMISSIONERS			
	12/20/2023	12/20/2023	Claim/RegDocket	1,045.00	BK:001 CK:302719 Inv:BT2627349 Vend:005942 Baker Tilly Municipal Advisors Commissioners			
	12/20/2023	12/20/2023	Claim/RegDocket	3,147.50	BK:001 CK:302719 Inv:BT2621253 Vend:005942 Baker Tilly Municipal Advisors Commissioners			
	12/20/2023	12/20/2023	Claim/RegDocket	8,282.50	BK:001 CK:302719 Inv:BT2569412 Vend:005942 Baker Tilly Municipal Advisors Commissioners			
			Estimated					
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	12,475.00	Unexpended:	74,204.97
	Total		0.00	0.00	116,450.00	42,245.03	Cash:	(42,245.03)

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
8950.36715.00000.0000	ARPA IU Disability Survey (LR)	.		No Department	
	08/02/2023	08/02/2023	Approp/AddtlApp	83,000.00	ADD 08/02/23
	10/11/2023	10/11/2023	Claim/RegDocket	2,497.11	BK:001 CK:300650 Inv:92694834 Vend:002116 INDIANA UNIVERSITY RESEARCH COMMISSIONERS
	10/11/2023	10/11/2023	Claim/RegDocket	2,280.24	BK:001 CK:300650 Inv:92788969 Vend:002116 INDIANA UNIVERSITY RESEARCH COMMISSIONERS
	10/11/2023	10/11/2023	Claim/RegDocket	2,674.00	BK:001 CK:300650 Inv:92960899 Vend:002116 INDIANA UNIVERSITY RESEARCH COMMISSIONERS
	11/08/2023	11/08/2023	Claim/RegDocket	2,674.00	BK:001 CK:301263 Inv:93164921 Vend:002116 INDIANA UNIVERSITY RESEARCH Commissioners
	11/29/2023	11/29/2023	Claim/RegDocket	2,674.00	BK:001 CK:301987 Inv:93201084 Vend:002116 INDIANA UNIVERSITY RESEARCH Commissioners
	12/06/2023	12/06/2023	Claim/RegDocket	3,500.00	BK:001 CK:302040 Inv:93241618 Vend:002116 INDIANA UNIVERSITY RESEARCH Commissioners
	12/20/2023	12/20/2023	Claim/RegDocket	2,674.00	BK:001 CK:302763 Inv:93389214 Vend:002116 INDIANA UNIVERSITY RESEARCH Commissioners

Estimated

Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	6,174.00		64,026.65
Total	0.00	83,000.00	18,973.35	Cash:	(18,973.35)

8950.36716.00000.0000 ARPA Karst Wireless (LR) . No Department

08/14/2023 08/14/2023 Approp/AddtlApp 75,000.00 ADD 08/14/23

Estimated

Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	0.00		75,000.00
Total	0.00	75,000.00	0.00	Cash:	0.00

8950.36719.00000.0000 ARPA Jail Transitional Directo . No Department

11/29/2023 11/29/2023 Approp/AddtlApp 330,000.00 ADD 11/28/2023

Estimated

Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	0.00		330,000.00
Total	0.00	330,000.00	0.00	Cash:	0.00

8950.36721.00000.0000 ARPA Rural Transit Bus Service . No Department

11/29/2023 11/29/2023 Approp/AddtlApp 88,000.00 ADD 11/28/2023

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
8950.36721.00000.0000	ARPA Rural Transit Bus Service	.		No Department	
			Estimated Revenue	Receipts	Appropriation
	Current		0.00	0.00	0.00
	Total		0.00	0.00	0.00
					Unexpended: 88,000.00
					Cash: 0.00
8950.37418.00000.0000	ARPA Bicentennial Pathway (LR)	.		No Department	
06/29/2023	06/29/2023	Approp/AddtlApp	755,900.00	ADD 06/27/2023	
07/05/2023	07/05/2023	Claim/RegDocket	240,835.75	PO:002023 BK:001 CK:298267 Inv:OTS-001 Vend:000104	Washington Township Water HIGHWAY
07/19/2023	07/19/2023	Claim/RegDocket	553.12	PO:002023 BK:001 CK:298470 Inv:0041-67 Vend:018906	Ixoye Trail & Greenways Engine Monroe Co Hwy
07/19/2023	07/19/2023	Claim/RegDocket	595.00	PO:002023 BK:001 CK:298469 Inv:0041-66 Vend:018906	Ixoye Trail & Greenways Engine Monroe Co Hwy
07/19/2023	07/19/2023	Claim/RegDocket	5,699.35	PO:002023 BK:001 CK:298478 Inv:514151 Vend:003327	LOCHMUELLER GROUP, INC. Monroe Co Hwy
07/19/2023	07/19/2023	Claim/RegDocket	5,316.30	PO:002023 BK:001 CK:298477 Inv:514031 Vend:003327	LOCHMUELLER GROUP, INC. Monroe Co Hwy
08/16/2023	08/16/2023	Claim/RegDocket	5,652.95	PO:002023 BK:001 CK:299262 Inv:514282 Vend:003327	LOCHMUELLER GROUP, INC. Monroe Co Hwy
08/16/2023	08/16/2023	Claim/RegDocket	4,977.33	PO:002023 BK:001 CK:299255 Inv:0041-69 Vend:018906	Ixoye Trail & Greenways Engine Monroe Co Hwy
09/13/2023	09/13/2023	Claim/RegDocket	144.50	PO:002023 BK:001 CK:299868 Inv:0041-70 Vend:018906	Ixoye Trail & Greenways Engine Monroe Co Hwy
10/02/2023	10/02/2023	Approp/Adjustment	(688,700.00)	TRN 10/2/23	
10/02/2023	10/02/2023	Claim/Adjustment	(4,977.33)	BK:001 CK:299255 Inv:0041-69 Vend:018906	Ixoye Trail & Greenways Engine COR 10/2/23
10/02/2023	10/02/2023	Claim/Adjustment	(240,835.75)	BK:001 CK:298267 Inv:OTS-001 Vend:000104	Washington Township Water COR 10/2/23
10/11/2023	10/11/2023	Claim/RegDocket	4,952.45	PO:002023 BK:001 CK:300530 Inv:514553 Vend:003327	LOCHMUELLER GROUP, INC. Monroe Co Hwy
10/11/2023	10/11/2023	Claim/RegDocket	4,959.36	PO:002023 BK:001 CK:300529 Inv:514389 Vend:003327	LOCHMUELLER GROUP, INC. Monroe Co Hwy
11/08/2023	11/08/2023	Claim/RegDocket	6,421.60	PO:002023 BK:001 CK:301208 Inv:514627 Vend:003327	LOCHMUELLER GROUP, INC. Monroe Co Hwy
11/30/2023	11/30/2023	Claim/Adjustment	299.45	BK:001 CK:298302 Vend:018906	Ixoye Trail & Greenways Engine COR 11/30/2023
11/30/2023	11/30/2023	Claim/Adjustment	(144.50)	BK:001 CK:299868 Vend:018906	Ixoye Trail & Greenways Engine COR 11/30/2023
12/15/2023	12/15/2023	Claim/Adjustment	5,326.25	BK:001 CK:297001 Inv:513972 Vend:003327	LOCHMUELLER GROUP, INC. COR 12/15/2023
			Estimated Revenue	Receipts	Appropriation
	Current		0.00	0.00	0.00
	Total		0.00	0.00	0.00
					Unexpended: 27,424.17
					Cash: (39,775.83)

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
8950.37419.00000.0000	ARPA Bicen. Non-Match (LR)	.		No Department	
	10/02/2023	10/02/2023	Approp/Adjustment	688,700.00	TRN 10/2/23
	10/02/2023	10/02/2023	Claim/Adjustment	4,977.33	BK:001 CK:299255 Inv:0041-69 Vend:018906 Ixoye Trail & Greenways Engine COR 10/2/23
	10/02/2023	10/02/2023	Claim/Adjustment	240,835.75	BK:001 CK:298267 Inv:OTS-001 Vend:000104 Washington Township Water COR 10/2/23
	11/08/2023	11/08/2023	Claim/RegDocket	261,228.48	PO:002023 BK:001 CK:301203 Inv:1 Old SR 37 N Vend:024397 E & B Paving, Inc 790
	11/15/2023	11/15/2023	Claim/RegDocket	170.00	PO:002023 BK:001 CK:301587 Inv:0041-71 Vend:018906 Ixoye Trail & Greenways Engine Monroe Co Hwy
	11/29/2023	11/29/2023	Claim/RegDocket	11,080.00	PO:002023 BK:001 CK:301926 Inv:Inv# 2, Job# 35230612 Vend:024397 E & B Paving, Inc 790
	11/30/2023	11/30/2023	Claim/Adjustment	1,056.81	BK:001 CK:298302 Vend:018906 Ixoye Trail & Greenways Engine COR 11/30/2023
	11/30/2023	11/30/2023	Claim/Adjustment	578.00	BK:001 CK:299868 Vend:018906 Ixoye Trail & Greenways Engine COR 11/30/2023
	11/30/2023	11/30/2023	Claim/Adjustment	144.50	BK:001 CK:299868 Vend:018906 Ixoye Trail & Greenways Engine COR 11/30/2023
	11/30/2023	11/30/2023	Claim/Adjustment	680.00	BK:001 CK:301587 Vend:018906 Ixoye Trail & Greenways Engine COR 11/30/2023
	12/06/2023	12/06/2023	Claim/RegDocket	5,695.09	PO:002023 BK:001 CK:302095 Inv:514814 Vend:003327 LOCHMUELLER GROUP, INC. Monroe Co Hwy

Estimated		Revenue	Receipts	Appropriation	Expenditure		
Current	0.00	0.00	0.00	0.00	5,695.09	Unexpended:	162,254.04
Total	0.00	0.00	0.00	688,700.00	526,445.96	Cash:	(526,445.96)

8950.37486.00000.0000	ARPA Pantry 279 (Food)	.		No Department	
	11/01/2023	11/01/2023	Approp/AddtlApp	65,000.00	ADD 10/24/23
	11/14/2023	11/14/2023	Claim/RegDocket	65,000.00	BK:001 CK:301779 Inv:2023 Vend:004235 PANTRY 279, INC COMMISSIONERS

Estimated		Revenue	Receipts	Appropriation	Expenditure		
Current	0.00	0.00	0.00	0.00	0.00	Unexpended:	0.00
Total	0.00	0.00	0.00	65,000.00	65,000.00	Cash:	(65,000.00)

8950.37487.00000.0000	ARPA HHFB (Food)	.		No Department	
	11/01/2023	11/01/2023	Approp/AddtlApp	100,000.00	ADD 10/24/23
	11/14/2023	11/14/2023	Claim/RegDocket	100,000.00	BK:001 CK:301778 Inv:2023 Vend:006819 Hoosier Hills Food Bank COMMISSIONERS

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data	Receipts	Appropriation	Expenditure	Unexpended:	Cash:
8950.37487.00000.0000	ARPA HHFB (Food)	.			No Department					
			Estimated Revenue							
	Current		0.00	0.00	0.00	0.00	0.00	0.00	Unexpended:	0.00
	Total		0.00	0.00	100,000.00	100,000.00			Cash:	(100,000.00)
8950.37488.00000.0000	ARPA Community Kitchen (Food)	.			No Department					
	11/01/2023	11/01/2023	Approp/AddtlApp	400,000.00	ADD 10/24/23					
			Estimated Revenue							
	Current		0.00	0.00	0.00	0.00	0.00	0.00	Unexpended:	400,000.00
	Total		0.00	0.00	400,000.00	400,000.00			Cash:	0.00
8950.37489.00000.0000	ARPA People's Market (Food)	.			No Department					
	11/01/2023	11/01/2023	Approp/AddtlApp	48,000.00	ADD 10/24/23					
	12/08/2023	12/08/2023	Claim/RegDocket	48,000.00	BK:001 CK:302404 Inv:2023 Vend:008161 PEOPLE'S COOPERATIVE MARKET COMMISSIONERS					
			Estimated Revenue							
	Current		0.00	0.00	0.00	48,000.00	48,000.00	48,000.00	Unexpended:	0.00
	Total		0.00	0.00	48,000.00	48,000.00			Cash:	(48,000.00)
8950.37491.00000.0000	ARPA Smart Start (CF)	.			No Department					
	11/01/2023	11/01/2023	Approp/AddtlApp	200,000.00	ADD 10/24/23					
			Estimated Revenue							
	Current		0.00	0.00	0.00	0.00	0.00	0.00	Unexpended:	200,000.00
	Total		0.00	0.00	200,000.00	200,000.00			Cash:	0.00
8950.48000.00000.0000	ARPA Brine System	.			No Department					
	01/04/2023	01/04/2023	Claim/RegDocket	471.08	PO:002022 BK:001 CK:293391 Inv:49939 Vend:000500 Hall Signs Inc 0002293					

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
8950.48000.00000.0000			ARPA Brine System	.	No Department
	01/10/2023	01/24/2023	Approp/CarryFwdApp	260,531.97	ENC 01/10/2023
	01/25/2023	01/25/2023	Claim/RegDocket	1,500.00	PO:002023 BK:001 CK:294080 Inv:Brine Bldg 5/1/22-1/12/23 Vend:002938 Chamblee, Michael Monroe Co Hwy
	01/25/2023	01/25/2023	Claim/RegDocket	18,768.00	PO:002023 BK:001 CK:294100 Inv:22-115 #7 Vend:006322 STRAUZER CONSTRUCTION CO INC Monroe Co Hwy
	01/25/2023	01/25/2023	Claim/RegDocket	1,506.00	PO:002023 BK:001 CK:294100 Inv:22-115 #6 Vend:006322 STRAUZER CONSTRUCTION CO INC Monroe Co Hwy
	02/01/2023	02/01/2023	Claim/RegDocket	149,407.33	PO:002023 BK:001 CK:294234 Inv:1428299 Vend:010100 PALMER TRUCKS, INC M27301
	07/26/2023	07/26/2023	Claim/RegDocket	2,170.42	BK:001 CK:298689 Inv:31194 Vend:025120 B-Tech LLC Commissioners
	08/16/2023	08/16/2023	Claim/RegDocket	20,619.00	PO:002023 BK:001 CK:299268 Inv:1461085 Vend:010100 PALMER TRUCKS, INC M27301
	08/16/2023	08/16/2023	Claim/RegDocket	20,619.00	PO:002023 BK:001 CK:299268 Inv:1461075 Vend:010100 PALMER TRUCKS, INC M27301
	09/18/2023	09/18/2023	Approp/Adjustment	(45,471.14)	DAP 9/18/23

Estimated

	Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	0.00	0.00		0.00
Total	0.00	0.00	215,060.83	215,060.83	Cash:	(215,060.83)

8950.48001.00000.0000 ARPA Rural Transit (Buses) . No Department

	01/10/2023	01/24/2023	Approp/CarryFwdApp	540,000.00	ENC 01/10/2023
	03/08/2023	03/08/2023	Claim/RegDocket	520,200.00	BK:001 CK:006095 Inv:0106845 Vend:000353 Area 10 Council on Aging Commissioners
	06/14/2023	06/14/2023	Claim/RegDocket	19,800.00	BK:001 CK:006269 Inv:2023#2 Vend:000353 Area 10 Council on Aging Commissioners

Estimated

	Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	0.00	0.00		0.00
Total	0.00	0.00	540,000.00	540,000.00	Cash:	(540,000.00)

8950.48002.00000.0000 ARPA HHFB (Trailer) . No Department

	01/10/2023	01/24/2023	Approp/CarryFwdApp	30,000.00	ENC 01/10/2023
	10/11/2023	10/11/2023	Claim/RegDocket	30,000.00	BK:001 CK:300649 Inv:2023 Vend:006819 Hoosier Hills Food Bank COMMISSIONERS

Estimated

	Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	0.00	0.00		0.00
Total	0.00	0.00	30,000.00	30,000.00	Cash:	(30,000.00)

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data			
8950.48003.00000.0000	ARPA MFPD (Ambulances & Equip)			No Department				
	01/10/2023	01/24/2023	Approp/CarryFwdApp	1,217,970.00	ENC 01/10/2023			
	06/01/2023	06/01/2023	Claim/RegDocket	72,353.00	BK:001 CK:006258 Inv:125619 Vend:007014 MONROE FIRE PROTECTION Commissioners			
	09/28/2023	09/28/2023	Claim/RegDocket	220,638.00	BK:001 CK:006555 Inv:125697, 125698, 125699 Vend:007014 MONROE FIRE PROTECTION			
	09/28/2023	09/28/2023	Claim/RegDocket	31,845.00	BK:001 CK:006555 Inv:3058267 Vend:007014 MONROE FIRE PROTECTION			
	09/28/2023	09/28/2023	Claim/RegDocket	34,730.00	BK:001 CK:006555 Inv:4501 Vend:007014 MONROE FIRE PROTECTION			
	09/28/2023	09/28/2023	Claim/RegDocket	12,239.92	BK:001 CK:006555 Inv:MSL7884 Vend:007014 MONROE FIRE PROTECTION			
	Estimated							
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	0.00	Unexpended:	846,164.08
	Total		0.00	0.00	1,217,970.00	371,805.92	Cash:	(371,805.92)
8950.48004.00000.0000	ARPA Conv Center Improve (LR)			No Department				
	03/30/2023	03/30/2023	Approp/AddtlApp	1,059,000.00	ADD 3/28/23			
	Estimated							
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	0.00	Unexpended:	1,059,000.00
	Total		0.00	0.00	1,059,000.00	0.00	Cash:	0.00
8950.48005.00000.0000	ARPA Solar Projects (LR)			No Department				
	03/30/2023	03/30/2023	Approp/AddtlApp	1,011,571.00	ADD 3/28/23			
	Estimated							
			Revenue	Receipts	Appropriation	Expenditure		
	Current		0.00	0.00	0.00	0.00	Unexpended:	1,011,571.00
	Total		0.00	0.00	1,011,571.00	0.00	Cash:	0.00
8950.48006.00000.0000	ARPA Paving/Drainage Projects			No Department				
	01/01/2023	03/01/2023	Approp/AddtlApp	1,271,136.00	ADD 02/28/23			
	03/29/2023	03/29/2023	Claim/RegDocket	7,666.40	PO:002023 BK:001 CK:295662 Inv:103064 Vend:009095 Complete Masonry Supplies Monroe Co Hwy			
	05/03/2023	05/03/2023	Claim/RegDocket	94.73	PO:002023 BK:001 CK:296620 Inv:0071194991 Vend:001090 Rogers Group Inc 37583373			
	05/03/2023	05/03/2023	Claim/RegDocket	23,833.60	PO:002023 BK:001 CK:296574 Inv:72 Vend:006124 DOUBLE DOWN DIRT WORX LLC Monroe Co Hwy			

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
8950.48006.00000.0000	ARPA Paving/Drainage Projects		.	No Department	
	05/17/2023	05/17/2023	Claim/RegDocket	928.00	PO:002023 BK:001 CK:297084 Inv:78970 Vend:003059 Snedegar Construction MonCtyHwy
	05/17/2023	05/17/2023	Claim/RegDocket	58.40	PO:002023 BK:001 CK:296981 Inv:23-53-4 Vend:023520 CivilCon Inc Monroe Co Hwy
	05/17/2023	05/17/2023	Claim/RegDocket	125.00	PO:002023 BK:001 CK:297079 Inv:91357 Vend:011490 Ellettsville True Value 346
	05/17/2023	05/17/2023	Claim/RegDocket	552.40	PO:002023 BK:001 CK:297077 Inv:23-53-2sw Vend:023520 CivilCon Inc Monroe Co SW
	05/24/2023	05/24/2023	Claim/RegDocket	1,516.25	PO:002023 BK:001 CK:297251 Inv:11276150 Vend:026323 IMI Irving Materials, Inc. 87960
	05/24/2023	05/24/2023	Claim/RegDocket	5,915.00	PO:002023 BK:001 CK:297251 Inv:11276149 Vend:026323 IMI Irving Materials, Inc. 87960
	05/24/2023	05/24/2023	Claim/RegDocket	845.00	PO:002023 BK:001 CK:297251 Inv:11275483 Vend:026323 IMI Irving Materials, Inc. 87960
	05/24/2023	05/24/2023	Claim/RegDocket	1,195.00	PO:002023 BK:001 CK:297251 Inv:11275039 Vend:026323 IMI Irving Materials, Inc. 87960
	05/24/2023	05/24/2023	Claim/RegDocket	650.00	PO:002023 BK:001 CK:297251 Inv:11275040 Vend:026323 IMI Irving Materials, Inc. 87960
	05/24/2023	05/24/2023	Claim/RegDocket	1,536.25	PO:002023 BK:001 CK:297251 Inv:11275484 Vend:026323 IMI Irving Materials, Inc. 87960
	05/31/2023	05/31/2023	Claim/RegDocket	138.45	PO:002023 BK:001 CK:297402 Inv:0071195421 Vend:001090 Rogers Group Inc 37583373
	05/31/2023	05/31/2023	Claim/RegDocket	135.66	PO:002023 BK:001 CK:297402 Inv:0071195420 Vend:001090 Rogers Group Inc 37583373
	05/31/2023	05/31/2023	Claim/RegDocket	89.69	PO:002023 BK:001 CK:297402 Inv:0071195565 Vend:001090 Rogers Group Inc 37583373
	05/31/2023	05/31/2023	Claim/RegDocket	1,339.38	PO:002023 BK:001 CK:297402 Inv:0071195420 Vend:001090 Rogers Group Inc 37583373
	05/31/2023	05/31/2023	Claim/RegDocket	15.00	PO:002023 BK:001 CK:297402 Inv:0071195419 Vend:001090 Rogers Group Inc 37583373
	05/31/2023	05/31/2023	Claim/RegDocket	125.00	PO:002023 BK:001 CK:297401 Inv:91732 Vend:011490 Ellettsville True Value 346
	05/31/2023	05/31/2023	Claim/RegDocket	1,516.25	PO:002023 BK:001 CK:297437 Inv:11277987 Vend:026323 IMI Irving Materials, Inc. 87960
	05/31/2023	05/31/2023	Claim/RegDocket	632.00	PO:002023 BK:001 CK:297437 Inv:11279706 Vend:026323 IMI Irving Materials, Inc. 87960
	05/31/2023	05/31/2023	Claim/RegDocket	265.72	PO:002023 BK:001 CK:297441 Inv:0071195328 Vend:001090 Rogers Group Inc 30001478
	05/31/2023	05/31/2023	Claim/RegDocket	273.84	PO:002023 BK:001 CK:297441 Inv:0071195326 Vend:001090 Rogers Group Inc 30001478
	05/31/2023	05/31/2023	Claim/RegDocket	142.66	PO:002023 BK:001 CK:297441 Inv:0071195327 Vend:001090 Rogers Group Inc 30001478
	05/31/2023	05/31/2023	Claim/RegDocket	1,509.76	PO:002023 BK:001 CK:297441 Inv:0071195328 Vend:001090 Rogers Group Inc 30001478
	05/31/2023	05/31/2023	Claim/RegDocket	1,525.00	PO:002023 BK:001 CK:297437 Inv:11279014 Vend:026323 IMI Irving Materials, Inc. 87960
	05/31/2023	05/31/2023	Claim/RegDocket	1,516.25	PO:002023 BK:001 CK:297437 Inv:11279015 Vend:026323 IMI Irving Materials, Inc. 87960
	06/14/2023	06/14/2023	Claim/RegDocket	161.89	PO:002023 BK:001 CK:297601 Inv:0071195463 Vend:001090 Rogers Group Inc 30001478
	06/21/2023	06/21/2023	Claim/RegDocket	128.97	PO:002023 BK:001 CK:297864 Inv:30743 Vend:008952 Bloomington Speedway Mulch Inc Monroe Co SW
	06/21/2023	06/21/2023	Claim/RegDocket	1,220.94	PO:002023 BK:001 CK:297865 Inv:30050497 Vend:024397 E & B Paving, Inc 790
	07/05/2023	07/05/2023	Claim/RegDocket	10,362.90	PO:002023 BK:001 CK:298250 Inv:23-53-6 Vend:023520 CivilCon Inc Monroe Co Hwy
	08/09/2023	08/09/2023	Claim/RegDocket	650.00	PO:002023 BK:001 CK:298936 Inv:23-53-5sw Vend:023520 CivilCon Inc Monroe Co SW
	08/09/2023	08/09/2023	Claim/RegDocket	3,920.00	PO:002023 BK:001 CK:298934 Inv:28329 Vend:000226 Bledsoe Riggert Cooper & James Monroe Co SW
	08/09/2023	08/09/2023	Claim/RegDocket	3,039.50	PO:002023 BK:001 CK:298936 Inv:23-6sw Vend:023520 CivilCon Inc Monroe Co SW
	08/16/2023	08/16/2023	Claim/RegDocket	980.00	PO:002023 BK:001 CK:299125 Inv:28424 Vend:000226 Bledsoe Riggert Cooper & James Monroe Co SW

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
8950.48006.00000.0000			ARPA Paving/Drainage Projects	.	No Department
	08/16/2023	08/16/2023	Claim/RegDocket	3,000.00	PO:002023 BK:001 CK:299125 Inv:28421 Vend:000226 Bledsoe Riggert Cooper & James Monroe Co SW
	08/23/2023	08/23/2023	Claim/RegDocket	683,677.32	PO:002023 BK:001 CK:299396 Inv:2350281 Vend:011880 Milestone Contractors L.P. 2287
	10/04/2023	10/04/2023	Claim/RegDocket	7,000.00	PO:002023 BK:001 CK:300217 Inv:28529 Vend:000226 Bledsoe Riggert Cooper & James Monroe Co SW
	10/04/2023	10/04/2023	Claim/RegDocket	435.00	PO:002023 BK:001 CK:300217 Inv:28532 Vend:000226 Bledsoe Riggert Cooper & James Monroe Co SW
	10/25/2023	10/25/2023	Claim/RegDocket	1,345.00	PO:002023 BK:001 CK:300699 Inv:28725 Vend:000226 Bledsoe Riggert Cooper & James Monroe Co SW
	10/25/2023	10/25/2023	Claim/RegDocket	6,000.00	PO:002023 BK:001 CK:300699 Inv:28722 Vend:000226 Bledsoe Riggert Cooper & James Monroe Co SW
	11/29/2023	11/29/2023	Claim/RegDocket	2,000.00	PO:002023 BK:001 CK:301890 Inv:28803 Vend:000226 Bledsoe Riggert Cooper & James Monroe Co SW

Estimated

	Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	0.00	0.00		493,073.79
Total	0.00	0.00	1,271,136.00	778,062.21	Cash:	(778,062.21)

8950.48007.00000.0000 ARPA Summit Hill Child Care . No Department

11/01/2023 11/01/2023 Approp/AddtlApp 700,000.00 ADD 10/24/23

Estimated

	Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	0.00	0.00		700,000.00
Total	0.00	0.00	700,000.00	0.00	Cash:	0.00

8950.48008.00000.0000 ARPA Housing Infrastructure . No Department

11/29/2023 11/29/2023 Approp/AddtlApp 135,000.00 ADD 11/28/2023

Estimated

	Revenue	Receipts	Appropriation	Expenditure	Unexpended:	
Current	0.00	0.00	0.00	0.00		135,000.00
Total	0.00	0.00	135,000.00	0.00	Cash:	0.00

8950.48009.00000.0000 ARPA Karst Park Fields Project . No Department

11/29/2023 11/29/2023 Approp/AddtlApp 3,750,000.00 ADD 11/28/2023

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

Budget Account Code	Effective Date	Transaction Date	Transaction Type	Amount	Other Data
8950.48009.00000.0000			ARPA Karst Park Fields Project	.	No Department
			Estimated Revenue		
	Current		0.00	0.00	0.00
	Total		0.00	0.00	0.00
				Receipts	Appropriation
				0.00	0.00
				3,750,000.00	0.00
					Expenditure
					0.00
					Unexpended:
					3,750,000.00
					Cash:
					0.00

8950.48010.00000.0000			ARPA Airport Stormwater/Draina	.	No Department
			Estimated Revenue		
	Current		0.00	0.00	0.00
	Total		0.00	0.00	0.00
				Receipts	Appropriation
				0.00	0.00
				720,000.00	0.00
					Expenditure
					0.00
					Unexpended:
					720,000.00
					Cash:
					0.00

11/29/2023 11/29/2023 Approp/AddtlApp 720,000.00 ADD 11/28/2023

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

Fund 8950 American Rescue Plan Act Fund

		Estimated					
		Revenue	Receipts	Appropriation	Expenditure		
Normal	Current	0.00	0.00	0.00	77,670.34	Unexpended:	14,556,294.70
	Total	0.00	26,863,869.62	18,868,268.61	4,311,973.91	Cash:	22,551,895.71
** Outstanding Investments	Current		0.00				
	Total		0.00				
Fund Totals	Current	0.00	0.00	0.00	77,670.34		
	Total	0.00	26,863,869.62	18,868,268.61	4,311,973.91	Cash:	22,551,895.71

Combined Ledger (All Detail) within Date Span 01/01/2023 thru 12/31/2023

The Last Posted Date is 11/30/2023.

	Estimated						
	Revenue	Receipts	Appropriation	Expenditure			
Normal Current	0.00	0.00	0.00	77,670.34	Unexpended:	14,556,294.70	
Total	0.00	26,863,869.62	18,868,268.61	4,311,973.91	Cash:	22,551,895.71	
** Outstanding Investments Current		0.00					
Total		0.00					
Grand Totals Current	0.00	0.00	0.00	77,670.34			
Total	0.00	26,863,869.62	18,868,268.61	4,311,973.91	Cash:	22,551,895.71	

Acct	Obj	Carry Forward Approp	Original Approp	Add'l Approp	Adj Approp	Total Approp	Expenditure	Unexpnd Balance	Unexpnd Pct	
☐ Fund : 8950										
☐ Loc : 0000										
18101	00000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
19900	00000	1,282,650.00	0.00	0.00	(98,222.22)	1,184,427.78	1,184,427.78	0.00	0.00%	
29000	00000	0.00	0.00	55,000.00	(55,000.00)	0.00	0.00	0.00	0.00%	
29001	00000	0.00	0.00	40,000.00	0.00	40,000.00	0.00	40,000.00	100.00%	
36704	00000	164,000.00	0.00	0.00	(164,000.00)	0.00	0.00	0.00	0.00%	
36705	00000	466,552.00	0.00	0.00	(466,552.00)	0.00	0.00	0.00	0.00%	
36706	00000	1,773,076.00	0.00	0.00	0.00	1,773,076.00	0.00	1,773,076.00	100.00%	
36707	00000	91,000.00	0.00	0.00	0.00	91,000.00	3,500.00	87,500.00	96.15%	
36708	00000	300,000.00	0.00	725,000.00	(725,000.00)	300,000.00	300,000.00	0.00	0.00%	
36709	00000	0.00	0.00	400,000.00	0.00	400,000.00	11,482.00	388,518.00	97.13%	
36710	00000	0.00	0.00	420,000.00	0.00	420,000.00	0.00	420,000.00	100.00%	
36711	00000	0.00	0.00	48,677.00	0.00	48,677.00	48,677.00	0.00	0.00%	
36712	00000	0.00	0.00	1,200,000.00	0.00	1,200,000.00	0.00	1,200,000.00	100.00%	
36713	00000	0.00	0.00	500,000.00	0.00	500,000.00	0.00	500,000.00	100.00%	
36714	00000	0.00	0.00	116,450.00	0.00	116,450.00	42,245.03	74,204.97	63.72%	
36715	00000	0.00	0.00	83,000.00	0.00	83,000.00	18,973.35	64,026.65	77.14%	
36716	00000	0.00	0.00	75,000.00	0.00	75,000.00	0.00	75,000.00	100.00%	
36719	00000	0.00	0.00	330,000.00	0.00	330,000.00	0.00	330,000.00	100.00%	
36721	00000	0.00	0.00	88,000.00	0.00	88,000.00	0.00	88,000.00	100.00%	
37418	00000	0.00	0.00	755,900.00	(688,700.00)	67,200.00	45,790.22	21,409.78	31.86%	
37419	00000	0.00	0.00	0.00	688,700.00	688,700.00	526,445.96	162,254.04	23.56%	
37486	00000	0.00	0.00	65,000.00	0.00	65,000.00	65,000.00	0.00	0.00%	
37487	00000	0.00	0.00	100,000.00	0.00	100,000.00	100,000.00	0.00	0.00%	
37488	00000	0.00	0.00	400,000.00	0.00	400,000.00	0.00	400,000.00	100.00%	
37489	00000	0.00	0.00	48,000.00	0.00	48,000.00	48,000.00	0.00	0.00%	
37491	00000	0.00	0.00	200,000.00	0.00	200,000.00	0.00	200,000.00	100.00%	
48000	00000	260,531.97	0.00	0.00	(45,471.14)	215,060.83	215,060.83	0.00	0.00%	
48001	00000	540,000.00	0.00	0.00	0.00	540,000.00	540,000.00	0.00	0.00%	
48002	00000	30,000.00	0.00	0.00	0.00	30,000.00	30,000.00	0.00	0.00%	

Acct	Obj	Carry Forward Approp	Original Approp	Add'l Approp	Adj Approp	Total Approp	Expenditure	Unexpend Balance	Unexpend Pct
48003	00000	1,217,970.00	0.00	0.00	0.00	1,217,970.00	371,805.92	846,164.08	69.47%
48004	00000	0.00	0.00	1,059,000.00	0.00	1,059,000.00	17,126.55	1,041,873.45	98.38%
48005	00000	0.00	0.00	1,011,571.00	0.00	1,011,571.00	0.00	1,011,571.00	100.00%
48006	00000	0.00	0.00	1,271,136.00	0.00	1,271,136.00	778,062.21	493,073.79	38.79%
48007	00000	0.00	0.00	700,000.00	0.00	700,000.00	0.00	700,000.00	100.00%
48008	00000	0.00	0.00	135,000.00	0.00	135,000.00	0.00	135,000.00	100.00%
48009	00000	0.00	0.00	3,750,000.00	0.00	3,750,000.00	0.00	3,750,000.00	100.00%
48010	00000	0.00	0.00	720,000.00	0.00	720,000.00	0.00	720,000.00	100.00%
		6,125,779.97	0.00	14,296,734.00	(1,554,245.36)	18,868,268.61	4,346,596.85	14,521,671.76	76.96%
		6,125,779.97	0.00	14,296,734.00	(1,554,245.36)	18,868,268.61	4,346,596.85	14,521,671.76	76.96%
		6,125,779.97	0.00	14,296,734.00	(1,554,245.36)	18,868,268.61	4,346,596.85	14,521,671.76	76.96%



MONROE COUNTY COUNCIL

Monroe County Courthouse, Room 306
100 W Kirkwood Avenue
Bloomington, Indiana 47404
Office: 812-349-7312
CouncilOffice@co.monroe.in.us

Kate Wiltz, President
Trent Deckard, President Pro Tempore
Jennifer Crossley
Marty Hawk
Peter Iversen
Geoff McKim
Cheryl Munson

2024 BUDGET PUBLIC HEARINGS & WORK SESSION SUMMARY MINUTES Tuesday, October 3, 2023 at 5:30 pm Nat U. Hill Meeting Room and Zoom Connection

Members

Present – **In Person** – Kate Wiltz, President
Present – **In Person** – Trent Deckard, President Pro Tempore
Present – **In Person** – Jennifer Crossley
Present – **In Person** – Marty Hawk
Present – **In Person** – Peter Iversen
Present – **In Person** - Geoff McKim
Present – **In Person** – Cheryl Munson

Staff

Present – **In Person** – Kim Shell, Council Administrator
Present – **In Person** – Molly Turner-King, Legal Counsel
Present – **In Person** – Bri Gregory, Financial Director
Present – **In Person** – Cathy Smith, Auditor

1. CALL TO ORDER – 5:33 pm

Wiltz called the Public Hearings for the 2024 Budgets to order at 5:33 pm. All Council members were present in person in the Nat U Hill Room.

2. ADOPTION OF AGENDA – 5:34 pm

Wiltz moved to add the Probation Officer grid clarification under Item #6.

Wiltz called for Voice vote.
Motion passed 6-1 [McKim].

3. 2024 MONROE FIRE PROTECTION DISTRICT BUDGET PUBLIC HEARING – 5:36 pm

Wiltz opened the 2024 Monroe Fire Protection District Budget for public comment.

No public comment. No Council comments.

4. 2024 MONROE COUNTY SOLID WASTE MANAGEMENT DISTRICT BUDGET PUBLIC HEARING – 5:36 pm

Wiltz opened the 2024 Monroe County Solid Waste Management District Budget for public comment.

No public comment. No Council comments.

5. 2024 MONROE COUNTY BUDGET PUBLIC HEARING – 5:38 pm

Wiltz open the 2024 Monroe County Budget for public comment.

Jim Shelton of the Bloomington Chamber of Commerce thanked the Council on adjusting salaries.

Lisa Ridge, Highway Department, supported the 8.5% COLA.

Lengthy Council discussion ensued.

6. DISCUSSION AND APPROVAL OF POSSIBLE SALARY COMPENSATION CHANGES – 6:03 pm

- COMOT Classification additional increase
- Elected Officials and Chief Deputies
- Probation Officer Grid (added to the agenda through a motion)

Wiltz opened for discussion Clarification on the Probation Officer grid. Lengthy Council discussion ensued.

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Wiltz opened for discussion the Elected Officials and Chief Deputies compensation. Lengthy Council discussion ensued.

Wiltz made a motion that Council move forward with a 8.5% COLA increase to the Elected Officials Grid for 2024. McKim seconded.

**Wiltz asked for a Roll Call vote.
Shell called the Roll.**

- McKim** Yes
- Munson** Yes
- Wiltz** Yes
- Crossley** Yes
- Deckard** Yes
- Hawk** Yes
- Iversen** Yes

Motion passed 7-0; Unanimous

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Wiltz opened for discussion and approval of a possible additional increase to be added to the COMOT Classification Grids for 2024. Council discussion ensued.

McKim moved to give all COMOTs .55 cents on the hour in addition to 8.5% that has already been granted and that we end longevity for new employees hired on or after November 1, 2023. Crossley seconded.

Waltz asked for a Roll Call vote.

Shell called the Roll.

Iversen Yes

McKim Yes

Munson Yes

Wiltz Yes

Crossley Yes

Deckard Yes

Hawk Yes

Motion passed 7-0; unanimous

7. COUNCIL COMMENTS – 6:43 pm

Discussion regarding union contract negotiations and fiscal impact of the contracts.

Cathy Smith, Auditor, requested to block out the last week of September 2024 so everyone could attend AIC, requiring the need to update 2024 meeting calendar to move the September Work Session to the 3rd week.

Possibility of negotiating contracts earlier so they can be finished before budgets.

8. ADJOURNMENT - 7:00 pm

The County Council Budget Public Hearing Summary Minutes for **October 3, 2023** were presented and approved on **February 13, 2024**.

MONROE COUNTY COUNCIL

Aye Nay Abstain Not Present _____
Trent Deckard, President

Aye Nay Abstain Not Present _____
Jennifer Crossley, President Pro Tempore

Aye Nay Abstain Not Present _____
Marty Hawk, Councilor

Aye Nay Abstain Not Present _____
Peter Iversen, Councilor

Aye Nay Abstain Not Present _____
Geoff McKim, Councilor

Aye Nay Abstain Not Present _____
Cheryl Munson, Councilor

Aye Nay Abstain Not Present _____
L. Kate Wiltz, Councilor

ATTEST:

Christopher Muench, Auditor Pro Tempore
Monroe County, Indiana

Date

**MEMORANDUM OF JANUARY 23, 2024
EXECUTIVE SESSION MEETING OF THE
MONROE COUNTY COUNCIL AND
MONROE COUNTY BOARD OF COMMISSIONERS**

Pursuant to Indiana Code §5-14-1.5-6.1(b)(2)(D) the Monroe County Council and Monroe County Board of Commissioners met in Executive Session on January 23, 2023, in the HR/County Council Conference Room for the purpose of discussing a real property transaction.

Trent Deckard, Council President, called the Council meeting portion to order at 4:30 pm.

Penny Githens, Board of Commissioners Vice-President, called the Board of Commissioners meeting portion to order at 4:30 pm.

The following Monroe County Council members were in attendance in person: Trent Deckard, Jennifer Crossley, Peter Iversen, Geoff McKim, Cheryl Munson, and Kate Wiltz.

The following Monroe County Commissioners were in attendance in person: Penny Githens and Lee Jones. Julie Thomas attended the meeting virtually.

Staff in attendance were Jeff Cockerill, Molly Turner-King, Angie Purdie, and Kim Shell.

Scott CarnEgie, DLZ Representative was also present.

The discussion was limited to the advertised purpose of discussing a real property transaction.

The meeting adjourned at 5:01 pm

(The remainder of this document is intentionally left blank.)

The Memorandum of the January 23, 2023, Executive Session Meeting of the Monroe County Council and Monroe County Board of Commissioners was presented and approved by the Monroe County Council this _____ day of _____ 2024.

MONROE COUNTY COUNCIL

Aye Nay Abstain Not Present _____
Trent Deckard, President

Aye Nay Abstain Not Present _____
Jennifer Crossley, President Pro Tempore

Aye Nay Abstain Not Present _____
Marty Hawk, Councilor

Aye Nay Abstain Not Present _____
Peter Iversen, Councilor

Aye Nay Abstain Not Present _____
Geoff McKim, Councilor

Aye Nay Abstain Not Present _____
Cheryl Munson, Councilor

Aye Nay Abstain Not Present _____
L. Kate Wiltz, Councilor

ATTEST:

Christopher Muench, Auditor Pro Tempore
Monroe County, Indiana

Date

The Memorandum of the January 23, 2023, Executive Session Meeting of the Monroe County Council and Monroe County Board of Commissioners was presented and approved by the Monroe County Board of Commissioners this _____ day of _____ 2024.

MONROE COUNTY BOARD OF COMMISSIONERS

Aye Nay Abstain Not Present _____
Julie Thomas, President

Aye Nay Abstain Not Present _____
Penny Githens, Vice President

Aye Nay Abstain Not Present _____
Lee Jones, Commissioner

ATTEST:

Christopher Muench, Auditor Pro Tempore
Monroe County, Indiana

Date